

**TERREBONNE PARISH SCHOOL BOARD  
201 STADIUM DRIVE  
HOUMA, LOUISIANA 70360**

**School Board Meeting – January 5, 2016**

**Order of Business**

**6:00 P.M.**

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Election of Board Officers
  1. President
  2. Vice-President
6. Announcements

**1/04**

5:00 Education, Technology, & Policy Committee

**1/11**

5:00 Buildings, Food Service, & Transportation Committee

**1/14**

5:00 ERC

**1/18**

Dr. Martin Luther King Holiday

**1/19**

5:30 Executive Committee

Board of Directors, Terrebonne Construction Company,  
Inc. (immediately following Executive Committee)

6:00 Regular School Board Meeting

7. Citizen Concern

A. Jean Taylor – Bullying and Harassment Issues my Child is Experiencing at H. L. Bourgeois High School

8. Board Committee Meeting Reports

A. Buildings, Food Service, & Transportation Committee (See Attached Committee Report of December 14, 2015, Meeting)

B. Executive Committee (See Attached Committee Report of December 15, 2015, Meeting)

C. Board of Directors of Terrebonne Construction Company, Inc. (See Attached Committee Report of December 15, 2015, Meeting)

9. Superintendent's Agenda

A. Agenda Items

(1) Banking and Investment Resolution

The President of the Terrebonne Parish School Board and the Superintendent of Schools are the parties authorized to jointly exercise signature authority over Board-demand deposit accounts. Whenever there is a change in the President and/or the Superintendent, the Board must grant the new officer(s) signatory power by adopting the pertinent resolution and providing new

signature documents to its fiscal depositories.

**RECOMMENDATION:** That the Board adopt the following Banking and Investment Resolution:

**RESOLUTION**

**Whereas** in a regular session of the Terrebonne Parish School Board held on January 5, 2016, the Board, by viva voce vote, elected \_\_\_\_\_ to serve as President of the Terrebonne Parish School Board for the one-year term beginning this date;

**Whereas** in a regular session of the Terrebonne Parish School Board held on January 20, 2009, the Board, by viva voce vote, appointed Mr. Philip Martin to serve as Superintendent and Secretary-Treasurer of the Terrebonne Parish School Board beginning January 20, 2009;

**Whereas** Mr. Philip Martin, on January 20, 2009, upon furnishing bond as required by law, did assume the office and functions of Superintendent and Secretary-Treasurer of the Terrebonne Parish School Board; and

**Whereas** on January 5, 2016, \_\_\_\_\_, upon furnishing bond as required by law, did assume the office and functions of President of the Terrebonne Parish School Board; now, therefore, be it

**Resolved** that copies of this resolution, certified by the Secretary of the Terrebonne Parish School Board, be furnished to any and all interested parties, including fiscal depositories, directing and authorizing said institutions to grant full faith and credit to the acts and signatures of Mr. Philip Martin as Superintendent and Secretary-Treasurer of the Terrebonne Parish School Board and \_\_\_\_\_ as President of the Terrebonne Parish School Board;

**Resolved** that all fiscal depositories are directed and authorized to

honor negotiable instruments drawn upon the accounts of the Terrebonne Parish School Board bearing the facsimile signature of Mr. Philip Martin and Mr. Roosevelt Thomas until such time as a signature plate bearing the facsimile signatures of both \_\_\_\_\_ and Mr. Philip Martin is procured and placed into service;

**Resolved** that the Superintendent, Chief Financial Officer, or the duly authorized subordinate employee of each or any of the foregoing appointed officers be and is authorized to individually conduct and transact the business of purchasing, redeeming, or reinvesting certificates of deposit and other types of interest-bearing investments, as well as pledging matters and wire transfers relating thereto;

**Resolved** that the Superintendent, Chief Financial Officer, or the duly authorized subordinate employee of each or any of the foregoing appointed officers be and is authorized and directed to accept physical custody of such interest-bearing investments and monetary returns on same in the name and on behalf of the Terrebonne Parish School Board; and be it further

**Resolved** that said Superintendent and Chief Financial Officer be and are authorized to release any safekeeping receipt and/or security pledged to the Terrebonne Parish School Board provided that each release will bear the signatures of both of the above authorized individuals.

(2) Personnel Section

(a) Leave of Absence

1) Family and Medical Leave

**RECOMMENDATION:** That the Board approve a family and medical leave in accordance with Policy (FILE: F-11.4a) for Joan Moise, Educational Diagnostician, Special Education Department,

beginning January 6, 2016, through the end of the 2015-2016 school session, on an intermittent basis (family).

10. Adjournment

---

Philip Martin, Superintendent  
Terrebonne Parish School Board  
P. O. Box 5097  
Houma, Louisiana 70361  
985-876-7400

**In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Philip Martin, Superintendent, Terrebonne Parish School Board, at 985-876-7400, Ext. 233, describing the assistance that is necessary.**

RLB

**TERREBONNE PARISH SCHOOL BOARD  
201 STADIUM DRIVE  
HOUMA, LOUISIANA 70360**

January 5, 2016

Dear Members of the Board:

**The Buildings, Food Service, and Transportation Committee** met at 5:00 P.M. on Monday, December 14, 2015, in the Board Room of the School Board Office with the following members present: Mr. Richard Jackson, Vice-Chairman, and Mr. Roger Dale DeHart. Mr. Gregory Harding, Chairman, was absent. Also in attendance were Mr. L. P. Bordelon, III, Superintendent Philip Martin, and members of the staff.

Vice-Chairman Jackson called the meeting to order. The meeting began with the invocation and Pledge of Allegiance to the Flag.

The Committee deviated from the regular order of the agenda to allow Mr. Wendell Dufour to present the results of the Demographic Study.

At this time, the Committee returned to the regular order of the agenda.

Ms. Monica Walther, MS, RD, LDN, Supervisor, Child Nutrition Program, addressed the Committee regarding acceptance of bids received on kitchen equipment (attached).

**RECOMMENDATION NO. 1**

**The Committee recommends** that the Board accept the lowest bids received, meeting all specifications, on kitchen equipment from Blanchard's Refrigeration, Houma, LA, in the amount of \$51,013.00; Lafayette Restaurant Supply, Inc., Lafayette, LA, in the amount of \$30,792.00; Alack Refrigeration, Hammond, LA, in the amount of \$30,468.00; Buckelew's Food Service Equipment, Baton Rouge, LA, in the

amount of \$5,750.00; funds to be derived from the Child Nutrition Program Fund.

Ms. Walther addressed the Committee regarding permission to advertise for kitchen equipment.

### **RECOMMENDATION NO. 2**

**The Committee recommends** that the Board authorize the Child Nutrition Department to proceed with the advertisement of bids for kitchen equipment.

Ms. Carolyn Champagne, Purchasing Agent, addressed the Committee regarding acceptance of bids received for two Maintenance Department vans.

### **RECOMMENDATION NO. 3**

**The Committee recommends** that the Board reject the bid previously accepted from Terrebonne Ford Motor, Inc., accept the second-lowest bid received, meeting all specifications, from Lamarque Ford, Inc., 3101 Williams Blvd., Kenner, LA 70065, for two (2) 2016 Ford vans, increase the budget by \$8,562.00 (from \$60,000.00 to \$68,562.00), and further, authorize the Board President to sign all necessary documents pertaining thereto.

Mr. Merlin Lirette, AIA, CEFP, The Merlin Group, Ltd., addressed the Committee regarding substantial completion of the Grand Caillou Elementary School Chiller Replacement Project (attached).

### **RECOMMENDATION NO. 4**

**The Committee recommends** that the Board approve the substantial completion, dated November 30, 2015, for the Grand Caillou Elementary School Chiller Replacement Project, subject to the punch list; upon completion of the punch list, final inspection, and receipt of the lien-free certificate, authorize the release of retainage; and further, authorize the Board President to sign all necessary documents pertaining thereto.

Superintendent Martin addressed the Committee regarding an update of the Terrebonne High School Baseball Field.

Mr. Andy Positerry, II, AIA, NCARB, LEED AP, Duplantis Design Group, PC, addressed the Committee regarding an update of the Track and Tennis Court Repair Project for the four (4) high schools (attached).

Mr. Positerry addressed the Committee regarding an update of the Terrebonne High School Press Box Renovation Project (attached).

Superintendent Martin addressed the Committee regarding construction update of the new Southdown Elementary School.

Mr. Donald Chamberlain, Plant Operations Manager, addressed the Committee regarding maintenance updates.

There being no further business to come before the **Buildings, Food Service, and Transportation Committee**, the meeting was adjourned at 5:50 P.M.

Respectfully submitted,

---

Richard Jackson, Vice-Chairman

---

Roger Dale DeHart

SN



**TERREBONNE PARISH SCHOOL BOARD  
201 STADIUM DRIVE  
HOUMA, LOUISIANA 70360**

January 5, 2016

Dear Members of the Board:

The **Executive Committee** met at 5:30 P.M. on Tuesday, December 15, 2015, in the Board Room of the School Board Office with the following members present: Mr. Roosevelt Thomas, President, and Dr. Brenda Leroux Babin, Vice-President. Ms. Debi Benoit was absent. Others in attendance were Mr. Donald Duplantis and Superintendent Philip Martin.

The meeting began with an invocation and Pledge of Allegiance to the Flag.

The **Executive Committee** examined and authorized payment of invoices for the current month (including supplemental payroll and travel expenses).

Ms. Benoit entered the meeting at this time.

The **Executive Committee** addressed member concerns.

There being no further business to come before the **Executive Committee**, the meeting was adjourned.

Respectfully submitted,

---

Roosevelt Thomas, President

---

Brenda Leroux Babin, Ph.D., Vice-President

---

Debi Benoit

MH

**TERREBONNE CONSTRUCTION COMPANY, INC.**  
**201 STADIUM DRIVE**  
**HOUMA, LOUISIANA 70360**

January 5, 2016

Dear Members of the School Board:

The **Board of Directors of Terrebonne Construction Company, Inc.** met immediately following the Executive Committee meeting on Tuesday, December 15, 2015, in the Board Room of the School Board Office with the following members present: Mr. Roosevelt Thomas, President, Dr. Brenda Leroux Babin, Secretary/Treasurer, and Ms. Debi Benoit. Others in attendance were Mr. Donald Duplantis and Superintendent Philip Martin.

The **Board of Directors** received the November 2015 financial statement (attached).

The **Board of Directors** approved the renewal of Property and General Liability Insurance from USI Southwest for the period of January 10, 2016, through January 10, 2017, at an estimated cost of \$8,392.16, excluding Terrorism and Wind/Hail coverage, and further, authorized the Board President to sign all necessary documents pertaining thereto.

There being no further business to come before the **Board of Directors of Terrebonne Construction Company, Inc.**, the meeting was adjourned.

Respectfully submitted,

---

Roosevelt Thomas, President

---

Brenda Leroux Babin, Ph.D., Secretary/Treasurer

---

Debi Benoit

MH