

## PROCEEDINGS OF THE TERREBONNE PARISH SCHOOL BOARD

June 19, 2012

The Terrebonne Parish School Board met today at 7:00 P.M. in regular session at its regular meeting place, the Terrebonne Parish School Board Office, 201 Stadium Drive, Houma, Louisiana, with Mr. L. P. Bordelon, III, President, presiding, and the following members present: Mr. Roger Dale DeHart, Vice-President; Mr. Roosevelt Thomas, Mr. Gregory Harding, Mr. Richard Jackson, Ms. Debi Benoit, Ms. Brenda Leroux Babin, Mr. Donald Duplantis, and Mr. Hayes J. Badeaux.

ABSENT: None

Mr. Jackson led the Board and audience in the invocation and Pledge of Allegiance to the Flag.

A moment of silence was observed in memory of Toni Jo Thibodeaux, custodian at Lacache Middle School, who recently passed away.

At this time, President Bordelon recognized Mrs. Elizabeth Scurto, former Terrebonne Parish School Board Superintendent, and Ms. Marian Fertitta, Lafourche Parish School Board Member, who were in attendance at tonight's meeting.

Motion of Mr. Duplantis, seconded by Mr. DeHart, unanimously carried, the Board approved the minutes of School Board Meeting of June 5, 2012, as recorded.

Ms. Marian Fertitta, Superintendent of Catholic Schools for the Diocese of Houma-Thibodaux; Mr. Dan Walker, and Mr. Ken Watkins, General Counsel for the Diocese of Houma-Thibodaux, addressed the Board regarding parochial transportation.

Superintendent Philip Martin then addressed the Board and audience regarding parochial transportation.

At this time, the Board recognized Amy Pirtle, student at South Terrebonne High School, for having maintained "Perfect School Attendance" from grades K-12. This honored student received commendations from the Louisiana Department of Education. A Certificate of Achievement was also presented to Amy.

The following report of the Education and Policy Committee meeting was presented to the Board with Mr. Jackson, Chairman, presiding:

Dear Members of the Board:

**The EDUCATION and POLICY COMMITTEE** met in the Board Room of the School Board Office, 201 Stadium Drive, at 5:00 P.M., on Monday, June 4, 2012, with the following members present: Mr. Richard Jackson, Chairman, Ms. Brenda Leroux Babin, Vice-Chairman, and Mr. Donald Duplantis. Also in attendance were Mr. L. P. Bordelon, III, Superintendent Philip Martin, and members of the staff.

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

Superintendent Martin presented the State/District Achievement Level Summary Reports of each grade from the Spring iLEAP/LEAP Scores (attachments). He said Terrebonne Parish ranked among the leading parishes in the state as the highest achieving. He discussed the progress district-wide as being very strong and anticipates encouraging results with District Performance Scores.

Superintendent Martin updated the Committee on the District Alternative Programs, which include East Street and Andrew Price. He explained how the restructuring and consolidation of the two programs will better serve those students assigned long-term, due to serious offenses such as drugs, weapons, battery and/or pose a danger to others. In addition, short-term referrals of students with less serious offenses will be placed in an In-School Intervention (ISI) Room, staffed by a teacher/interventionist that will work closely with school personnel to provide proactive interventions on site (see attached).

### **RECOMMENDATION NO. 1**

**The Committee recommends** that the Board approve the consolidation of the East Street and Andrew Price Alternative Programs to form one (1) alternative program at East Street for students with extremely serious offenses such as drugs, weapons, battery, and/or pose a danger to others.

Dr. Arthur Joffrion, Supervisor of Federal Programs, presented revisions to policy FILE: G-2.4c Education of Students with Exceptionalities.

### **RECOMMENDATION NO. 2**

**The Committee recommends** that the Board approve, as presented, the following revisions to policy FILE: G-2.4c Education of Students with Exceptionalities:

**FILE: G-2.4c**

#### **EDUCATION OF STUDENTS WITH EXCEPTIONALITIES**

The Terrebonne Parish School Board shall provide a free appropriate public education in the least restrictive environment to every student with exceptionalities, ages three through twenty-one, who is a resident of the geographical boundaries of the school district. Special education and related services may be provided by the School Board for eligible children under three years of age. Generally, identified children shall be screened and evaluated for eligibility to receive special educational services while receiving educational support in the regular classroom. If it is determined in the evaluation process that a child has a disability, impairment, or condition that impedes educational progress, then the child is classified according to the *Pupil Appraisal Handbook*, Bulletin 1508, guidelines and becomes eligible to receive special education services. All special education services shall be performed in accordance with the regulations outlined in *Regulations for the Implementation of the Exceptional Children's Act*, Bulletin 1706.

The School Board shall establish and maintain regulations and procedures in accordance with federal and state law to ensure that students with exceptionalities and their parents are provided the necessary procedural safeguards with respect to the provision of free appropriate public education by the School Board.

## SECLUSION AND RESTRAINT

The School Board recognizes that, in order for students to receive a free appropriate public education, a safe learning environment needs to be provided. In doing so, the School Board also recognizes that there are circumstances in school under which reasonable and appropriate measures and techniques will need to be employed in dealing with students with exceptionalities who pose an imminent risk of harm to self or others.

The School Board fully supports the use of positive behavior interventions and support when addressing student behavior. The School Board reserves its right, however, to use physical restraint and/or seclusion consistent with state law to address the behavior of a student with an exceptionality when school personnel reasonably believe the behavior poses an imminent risk of harm to the student or others. The School Board shall not preclude the use of physical restraint and/or seclusion performed consistent with the requirements of a student's *Individualized Education Program (IEP)* or behavior intervention/management plan.

*Imminent risk of harm* shall mean an immediate and impending threat of a person causing substantial physical injury to self or others.

*Seclusion* shall mean a procedure that isolates and confines a student in a separate room or area until he or she is no longer an immediate danger to self or others.

*Seclusion room* means a room or other confined area, used on an individual basis, in which a student is removed from the regular classroom setting for a limited time to allow the student the opportunity to regain control in a private setting and from which the student is involuntarily prevented from leaving.

*Mechanical restraint* means the application of any device or object used to limit a person's movement. Mechanical restraint does *not* include: (1) A protective or stabilizing device used in strict accordance with the manufacturer's instructions for proper use and which is used in compliance with orders issued by an appropriately licensed health care provider; and (2) Any device used by a duly licensed law enforcement officer in the execution of his/her official duties.

*Physical restraint* means bodily force used to limit a person's movement. Physical restraint does *not* include: (1) Consensual, solicited, or unintentional contact; (2) Holding of a student by a school employee for less than five minutes in any given hour or class period for the protection of the student or others; (3) Holding of a student, by one school employee, for the purpose of calming or comforting the student, provided the student's freedom of movement or normal access to his or her body is not restricted; (4) Minimal physical contact for the purpose of safely escorting a student from one area to another; (5) Minimal physical contact for the purpose of assisting the student in completing a task or response.

*Positive behavior interventions and support* means a systematic approach to embed evidence-based practices and data-driven decision making when addressing student behavior in order to improve school climate and culture.

School Employee means a teacher, paraprofessional, administrator, support staff member, or a provider of related services.

The parent or other legal guardian of a student who has been placed in seclusion or physically restrained shall be notified as soon as possible. The student's parent or other legal guardian shall also be notified in writing, within twenty-four (24) hours, of each incident of seclusion or physical restraint. Such notice shall include the reason for such seclusion or physical restraint, the procedures used, the length of time of the student's seclusion or physical restraint, and the names and titles of any school employee involved.

The director or supervisor of special education shall be notified any time a student is placed in seclusion or is physically restrained.

A school employee who has placed a student in seclusion or who has physically restrained a student shall document and report each incident. Such report shall be submitted to the school principal not later than the school day immediately following the day on which the student was placed in seclusion or physically restrained and a copy shall be provided to the student's parent or legal guardian.

This policy and the guidelines and procedures maintained by the Superintendent and staff shall be provided to all school employees and every parent of a child with an exceptionality.

All instances where seclusion or physical restraint is used to address student behavior shall be reported by the School Board to the Louisiana Department of Education.

#### Guidelines and Procedures

The School Board shall require the Superintendent and staff to maintain adequate written guidelines and procedures governing the use of seclusion and physical restraint of students in accordance with federal and state law, as well as regulations and guidelines promulgated by the Louisiana Board of Elementary and Secondary Education (BESE). The School Board shall approve written guidelines and procedures regarding appropriate responses to student behavior that may require immediate intervention using seclusion and/or restraint. The written guidelines and procedures shall be provided to all school employees and every parent of a student with an exceptionality and shall include reporting requirements and follow-up procedures, including notification requirements for school officials, notification to the student's parent or legal guardian, and reporting of seclusion and restraint incidents to the Louisiana Department of Education.

#### Follow-Up

Following any situation resulting in the use of seclusion or restraint of a student, a *Functional Behavioral Assessment (FBA)* should be considered. If a student subject to the use of seclusion or physical restraint is involved in five (5) such incidents in the school year, the student's *Individualized Education Plan (IEP)* team shall review and revise the student's Behavior Intervention Plan (BIP) to include any appropriate and necessary behavioral supports. Documentation compiled for a student who has been placed in seclusion or has been physically restrained and whose challenging behavior continues or escalates shall be reviewed at least once every three (3) weeks.

### Employee Training Requirements

The Superintendent or his/her designee shall be responsible for conducting or obtaining appropriate training programs for school personnel designed to address the use of seclusion and restraint techniques with students with disabilities. In addition, positive behavioral intervention strategies, crisis intervention, and de-escalation, as well as other procedures, may also be included in any training.

### Charter Schools

Notwithstanding any state law, rule, or regulation to the contrary and except as may be otherwise specifically provided for in an approved charter, a charter school established and operated in accordance with State law, including its approved charter and the school's officers and employees, shall be subject to the School Board's policy and written procedures and guidelines regarding the use of seclusion and restraint with students with exceptionalities.

Revised: October 2000

Revised: March 2009

Revised: February 2012

**Revised: June 2012**

Ref: 20 USCA §1400 et seq. (*Individuals with Disabilities Education Act*); 34 CFR §300.308 (*Assistance to States for the Education of Children with Disabilities*); La. Rev. Stat. Ann. §§17:7, 17:416.21, 17:1941, 17:1942, 17:1943, 17:1944, 17:1945, 17:1946, 17:1947; *Pupil Appraisal Handbook*, Bulletin 1508, Louisiana Department of Education; *Regulations for the Implementation of the Exceptional Children's Act*, Bulletin 1706, Louisiana Department of Education; Board minutes, 2-19-91, 10-17-00, 3-17-09, 02-14-12.

There being no further business to come before the **Education and Policy Committee**, the meeting adjourned at 5:45 P.M.

Respectfully submitted,

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Richard Jackson, Chairman

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Brenda Leroux Babin, Vice-Chairman

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Donald Duplantis

DC

Motion of Mr. Duplantis, seconded by Ms. Babin, unanimously carried, the Board approved the consolidation of the East Street and Andrew Price Alternative Programs to form one (1) alternative program at East Street for students with extremely serious offenses such as drugs, weapons, battery, and/or pose a danger to others.

Superintendent Martin addressed the Board regarding the foregoing motion.

Motion of Mr. DeHart, seconded by Mr. Bordelon, unanimously carried, the Board approved, as presented and outlined in the foregoing report, the revisions to Policy FILE: G-2.4c Education of Students with Exceptionalities.

The Education and Policy Committee meeting report was concluded, and President Bordelon reassumed the Chair.

The following report of the Buildings, Food Service, and Transportation Committee meeting was presented to the Board with Mr. Badeaux, Chairman, presiding:

Dear Members of the Board:

The **Buildings, Food Service, and Transportation Committee** met on Monday, June 11, 2012, at 5:00 P. M. in the Board Room of the School Board Office, 201 Stadium Drive, with the following members present: Mr. Hayes J. Badeaux, Chairman, and Mr. L. P. Bordelon, III, Ad-Hoc Member. Mr. Roger Dale DeHart, Vice-Chairman, and Mr. Gregory Harding were absent. Others in attendance were Mr. Richard "Dicky" Jackson, Superintendent Philip Martin, and members of the staff.

Mr. Badeaux called the meeting to order. The meeting began with the invocation and Pledge of Allegiance to the Flag.

Ms. Martha Cazaubon, South Louisiana Center for the Arts, addressed the Committee regarding use of Terrebonne High School's auditorium for their summer program's rehearsal and performances (see attached).

#### **RECOMMENDATION NO. 1**

**The Committee recommends** that the Board grant the request of South Louisiana Center for the Arts (SOLA) to waive Terrebonne Parish School Board policy relative to usage fee for Terrebonne High School's auditorium on July 26, 2012, for rehearsal and July 27-29, 2012, for performances; provided that the necessary insurance, non-profit status, School Board policy requirements are met, costs associated with janitorial services are paid, and approval is obtained from the principal, and further, authorize the Board President to sign all necessary documents pertaining thereto.

Ms. Lydia Alleman, Purchasing Agent/Grant Specialist, addressed the Committee regarding acceptance of lowest bids meeting all specifications received on Auxiliary Department Materials, Equipment, Supplies, and Services (see attached).

#### **RECOMMENDATION NO. 2**

**The Committee recommends** that the Board accept the lowest bids meeting all specifications received on Auxiliary Department Materials, Equipment, Supplies, and Services from the following vendors for a period of twelve (12) months, (1 year), from July 1, 2012, until June 30, 2013, and authorize the Board President to sign all necessary documents pertaining thereto, pending Board Attorney review.

<p><b>Section 10: Child Nutrition New Cafeteria Equipment or Repair Parts</b> Heritage Food Service Group, Inc. Fort Wayne, IN 46808</p>	<p><b>Section 11: Child Nutrition Kitchen Equipment Repair Services</b> Heritage Service Group Harahan, LA 70123</p>
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<p><b>Section 12: Child Nutrition Refrigeration Repair Services</b> Blanchard's Refrigeration Houma, LA 70360</p>	<p>Blanchard's Refrigeration Houma, LA 70360</p>
<p><b>Section 13: Child Nutrition Hood System Inspections</b> Professional Fire Extinguisher Service Houma, LA 70361</p>	<p><b>Section 20: Chiller/Boiler Mechanic</b> Volute, Inc. Houma, LA 70360</p>
<p><b>Section 21: Air Conditioning – General Supplies</b> A/C Supply, Inc. Harahan, LA 70123</p>	<p><b>Section 22: Air Conditioning – OEM Parts</b> Universal Supply &amp; Equipment, Inc. Jefferson, LA 70121</p>
<p><b>Section 23: Air Conditioning – Compressors</b> Universal Supply and Equipment, LLC Jefferson, LA 70121</p>	<p><b>Section 24: Air Conditioning – Window Units</b> Rod's Superstore, Inc. Houma, LA 70360</p>
<p><b>Section 25: V-Belts</b> Bluewater Rubber and Gasket Houma, LA 70360</p>	<p><b>Section 30: Labor/Service – General Electrical Services</b> E3 Electrical, Inc. Houma, LA 70360</p>
<p><b>Section 31: Electrical Supplies</b> Bayou Black Electric Houma, LA 70360</p>	<p><b>Section 32: Electric Motor Repairs</b> Gulf South Armature Houma, LA 70363</p>
<p><b>Section 33: Light Bulbs</b> Bayou Black Electric, LLC Houma, LA 70360</p>	<p><b>Section 40: Labor/Service - Plumbing</b> Volute, Inc. Houma, LA 70360</p>
<p>Anchor Electric, Inc. Houma, LA 70360</p>	<p>Ellender Backhoe &amp; Dozer Service, Inc. Montegut, LA 70377</p>
<p><b>Section 41: Plumbing Equipment - New</b> Coburns Supply Co. Houma, LA 70360</p>	<p><b>Section 42: Plumbing Supplies</b> The Plumbing Warehouse/LCR Houma, LA 70360</p>
<p>The Plumbing Warehouse/LCR Houma, LA 70360</p>	
<p><b>Section 50: Labor/Service – Carpenter/Craftsman</b> V.J. Caro, Jr. Building Contractors, Inc. Houma, LA 70360</p>	<p><b>Section 51: Building Supplies – New Only</b> Morrison-Terrebonne Lumber Houma, LA 70360</p>
<p><b>Section 52: Foil Type Insulation Products</b> Global Energy Technologies, Inc. Houma, LA 70363</p>	<p><b>Section 53: Labor/Service – Ceiling Tile and Grid Installation</b> Barrett Interior Specialty &amp; Supply, Inc. Houma, LA 70360</p>
<p><b>Section 54: Ceiling Tile Supplies</b> Barrett Interior Specialty &amp; Supply, Inc. Houma, LA 70360</p>	<p><b>Section 55: Carpet, Tile Removal, and Installation</b> Perque Floor Covering, Inc. Houma, LA 70364</p>
<p><b>Section 56: Exterior Door Replacement</b> Dwayne's Glass and Mirror, Inc. Houma, LA 70360</p>	<p><b>Section 57: Locksmith, Parts and Labor</b> Avet's Locksmith Service Houma, LA 70360</p>

<p><b>Section 58: Glass/Mirrors Cut to Size or Repaired on Site</b> Dwayne's Glass and Mirror, Inc. Houma, LA 70360</p>	<p><b>Section 59: Glass/Mirrors Cut to Size for Pick-up</b> Dwayne's Glass and Mirror, Inc. Houma, LA 70360</p>
<p><b>Section 60: Windows Blinds – Furnish, Install or Remove</b> A&amp;R Floor Center, Inc. Thibodaux, LA 70301</p>	<p><b>Section 61: Environmental Abatement and/or Lead Paint, Mold/Mildew Remediation (asbestos, used paint, mold, mildew, etc.)</b> Louisiana Service and Contracting Co., Inc. Harvey, LA 70058</p>
<p><b>Section 62: Fire Extinguishers – Sale, Service, and Repair</b> Sea Safety and Survival, LLC Houma, LA 70363</p>	<p><b>Section 70: Labor/Service – Fence Installer</b> Ellender Backhoe and Dozer Service, Inc. Montegut, LA 70377</p>
<p><b>Section 71: Fence Materials and Supplies</b> Stephen's Pipe and Steel Port Allen, LA 70767</p>	<p><b>Section 80: Vinyl Siding and Trim</b> West End Roofing, Siding and Windows Harahan, LA 70123</p>
<p><b>Section 81: Aluminum Canopy Supplies</b> West End Roofing, Siding and Windows Harahan, LA 70123</p>	<p><b>Section 82: Tree Trimming, Cutting or Removal Services</b> Rock's Lawn Care / Stump Out, LLC Gray, LA 70359</p>
<p><b>Section 90: Equipment Rental</b> Gator Equipment Rentals Houma, LA 70361</p>	<p><b>Section 91: Labor/Service – Crane Service</b> Volute, Inc. Houma, LA 70360</p> <p>Ellender Backhoe &amp; Dozer Service, Inc. Montegut, LA 70377</p>
<p><b>Section 92: Labor/Service – Welding Service</b> Ellender Backhoe &amp; Dozer Service, Inc. Montegut, LA 70377</p> <p>Volute, Inc. Houma, LA 70360</p>	<p><b>Section 93: Miscellaneous Concrete Work &amp; Repairs</b> Ellender Backhoe &amp; Dozer Service, Inc. Montegut, LA 70377</p> <p>SGM Construction, Inc. Houma, LA 70360</p>
<p><b>Section 94: Topsoil, River Sand, Limestone, Drainage and Machinery</b> V.J. Caro, Jr. Building Contractor, Inc. Houma, LA 70360</p>	<p><b>Section 95: Labor/Service – Grease Trap/Sewer Sump Station</b> A-1 Vacuum Service Gray, LA 70359</p>
<p><b>Section 96: Treatment Plant Parts/Supplies</b> Associated Pump and Supply, LLC Houma, LA 70363</p> <p>Gulf States Engineering Co., Inc. Covington, LA 70435</p> <p>Integrated Treatment Systems &amp; Supplies, Inc. Houma, LA 70363</p>	<p><b>Section 100: Miscellaneous Cleaning/Janitorial Supplies</b> Central Poly Corporation Linden, N.J. 07036</p> <p>Economical Janitorial and Paper Supplies, Inc. New Orleans, LA 70183-3607</p> <p>Unipak Corporation Brooklyn, NY 11230</p>

Mr. Donald Chamberlain, Plant Operations Manager, addressed the Committee regarding the Boiler Replacement Project at Houma Junior High School.



**RECOMMENDATION NO. 3**

**The Committee recommends** that the Board authorize GSE Associates, LLC to proceed with plans and specifications for the Boiler Replacement project at Houma Junior High School, funds to be derived from the Building Fund, pending approval of Terrebonne Parish School Board's budget for 2012-2013 school session, and authorize the Board President to sign the necessary documents pertaining thereto.

Mr. Daniel Bruce, Jr., AIA, Cheramie and Bruce Architects, APC, addressed the Committee with an update on South Terrebonne High School's Elevator Project (see attached).

Mr. Merlin Lirette, AIA, REFP, The Merlin Group, LTD, addressed the Committee with an update on H. L. Bourgeois High School's Freshman Center (see attached).

Mr. Lirette also addressed the Committee with an update on the New Grand Caillou Middle School (see attached).

Mr. Chamberlain addressed the Committee regarding maintenance updates (see attached).

There being no further business to come before the Buildings, Food Service, and Transportation Committee, the meeting was adjourned.

Respectfully submitted,

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Hayes J. Badeaux, Chairman

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L. P. Bordelon, III, Ad-Hoc Member

JB

Motion of Ms. Benoit, seconded by Ms. Babin, unanimously carried, the Board granted the request of South Louisiana Center for the Arts (SOLA) to waive Terrebonne Parish School Board policy relative to usage fee for Terrebonne High School's auditorium on July 26, 2012, for rehearsal and July 27-29, 2012, for performances; provided that the necessary insurance, non-profit status, School Board policy requirements are met, costs associated with janitorial services are paid, and approval is obtained from the principal, and further, authorized the Board President to sign all necessary documents pertaining thereto.

Motion of Mr. Duplantis, seconded by Mr. Jackson, unanimously carried, the Board accepted, as presented and outlined in the foregoing report, the lowest bids meeting all specifications received on Auxiliary Department Materials, Equipment, Supplies, and Services from the various vendors for a period of twelve (12) months, (1 year), from July 1, 2012, until June 30, 2013, and authorized the Board President to sign all necessary documents pertaining thereto, pending Board Attorney review.

Motion of Mr. DeHart, seconded by Mr. Bordelon, unanimously carried, the Board authorized (as amended) GSE Associates, LLC to proceed with plans and specifications for the Boiler Replacement project at Houma Junior High School, established a budget of \$150,000.00, funds to be derived from the Capital Portion of the One Cent Sales Tax, pending approval of Terrebonne Parish

School Board's budget for the 2012-2013 school session, and further, authorized the Board President to sign the necessary documents pertaining thereto.

Mr. Donald Chamberlain, Plant Operations Manager, addressed the Board regarding the foregoing motion.

The report of the Buildings, Food Service, and Transportation Committee meeting was concluded, and President Bordelon reassumed the Chair.

Motion of Mr. Duplantis, seconded by Mr. DeHart, unanimously carried, the Board deviated from the regular order of the agenda to receive a partial report of the Finance, Insurance, and Section 16 Lands Committee.

The following partial report of the Finance, Insurance, and Section 16 Lands Committee meeting was presented to the Board with Mr. Duplantis, Chairman, presiding:

Dear Members of the Board:

**The FINANCE, INSURANCE, and SECTION 16 LANDS COMMITTEE** met in the Board Room of the School Board Office, 201 Stadium Drive, at 5:00 P.M. on Monday, June 18, 2012, with the following members present: Mr. Donald Duplantis, Chairman, Mr. Roosevelt Thomas, Vice-Chairman, and Ms. Debi Benoit. Also in attendance were Mr. L. P. Bordelon, III, Board President, Mr. Richard Jackson, Superintendent Philip Martin, and members of the staff.

Mr. Duplantis called the meeting to order. The meeting began with the invocation and Pledge of Allegiance to the Flag.

The following is a **partial report** of the Committee meeting.

Mr. Harold LeRay, Providence/GSE, GSE Associates, LLC, Project Manager, presented the matter bearing upon the Cooling Tower Replacement at Ellender Memorial High School (see attached).

Mr. Duplantis, seconded by Mr. Thomas, offered the following motion:

**RECOMMENDATION NO. 1**

**The Committee recommends** that the Board award the Cooling Tower Replacement at Ellender Memorial High School to the lowest responsible bidder meeting all specifications, Bernhard Mechanical Contractors, Lafayette, LA, increase the established budget, including architectural fees, by \$55,433.00 (from \$100,000.00 to \$155,433.00), funds to be derived from the Building Fund, and further, authorize the Board President to sign all necessary documents pertaining thereto.

A final report of the Committee meeting will be presented to the Board at its July 3, 2012, meeting.

Respectfully submitted,

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Donald Duplantis, Chairman

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Roosevelt Thomas, Vice-Chairman

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Debi Benoit

MH

Motion of Mr. DeHart, seconded by Mr. Thomas, unanimously carried, the Board awarded the Cooling Tower Replacement at Ellender Memorial High School to the lowest responsible bidder meeting all specifications, Bernhard Mechanical Contractors, Lafayette, LA, increased the established budget, including architectural fees, by \$55,433.00 (from \$100,000.00 to \$155,433.00), funds to be derived from the Building Fund, and further, authorized the Board President to sign all necessary documents pertaining thereto.

The partial report of the Finance, Insurance, and Section 16 Lands Committee meeting was concluded, and President Bordelon reassumed the Chair and presided for the remainder of the proceedings.

Motion of Mr. Badeaux, seconded by Mr. DeHart, unanimously carried, the Board approved the personnel appointment of William Simmons, Jr., Principal at Terrebonne Career and Technical High School, as recommended by Superintendent Philip Martin, effective with the 2012-2013 school session.

Motion of Mr. Jackson, seconded by Mr. Duplantis, unanimously carried, the Board approved the personnel appointment of Richard Starr, Assistant Principal at H. L. Bourgeois High School, as recommended by Superintendent Philip Martin, effective with the 2012-2013 school session.

Motion of Mr. Thomas, seconded by Mr. DeHart, unanimously carried, the Board approved the personnel appointment of Lisa Holmes, Assistant Principal at Evergreen Junior High School, as recommended by Superintendent Philip Martin, effective with the 2012-2013 school session.

Motion of Mr. DeHart, seconded by Mr. Harding, unanimously carried, the Board approved the extracurricular personnel appointments of Cornell Scott, Assistant Boys' Basketball Coach at Ellender Memorial High School, and Michael Melancon, Assistant Football Coach at H. L. Bourgeois High School, as recommended by Superintendent Philip Martin, effective with the 2012-2013 school session.

Motion of Mr. Duplantis, seconded by Mr. Thomas, unanimously carried, the Board ratified, as presented, the following list of professional instructional and non-instructional/support personnel actions (resignations and retirements) for the period of May 17, 2012, through June 13, 2012:

**Resignations or Terminations – Professional Instructional Personnel**

Sera Abadie, Kindergarten Teacher, Bayou Black Elementary - Resigned, 05/22/12

Rebecca Albert, 6<sup>th</sup> Grade Teacher, Oakshire Elementary - Resigned, 05/22/12

Ashley Autin, 6<sup>th</sup> Grade Teacher, Greenwood Middle - Resigned, 05/22/12

Kari Barker, 7<sup>th</sup> Grade Teacher, Houma Junior High - Resigned, 05/22/12

Jennifer Belanger, 1<sup>st</sup> Grade Teacher, Montegut Elementary - Return to retiree status, 05/22/12

Tara Burke, 2<sup>nd</sup> Grade Teacher, East Houma Elementary - Resigned, 05/22/12

Sherry Cain, Kindergarten Teacher, Coteau-Bayou Blue Elementary - Return to retiree status, 05/22/12

Valerie Champagne, 6<sup>th</sup> Grade Teacher, Oakshire Elementary - Resigned, 05/22/12

Jamie Chapman, Social Studies Teacher, H. L. Bourgeois High - Resigned, 05/22/12

Gary Dupre, Talented Teacher, South Terrebonne High - Resigned, 05/22/12

Jennifer Falgout, Kindergarten Teacher, Grand Caillou Elementary - Resigned, 05/22/12

Brandon Gravois, Math Teacher, H. L. Bourgeois High - Resigned, 05/22/12

Denise Harp, Math Teacher, South Terrebonne High - Resigned, 05/22/12

Darrell Hinds, Math Teacher, H. L. Bourgeois High - Resigned, 05/22/12

Tina Howard-Jones, Mild Moderate-Resource Teacher, Houma Junior High - Resigned, 05/22/12

Shakelia Jackson, 8<sup>th</sup> Grade Teacher, Evergreen Junior High - Resigned, 05/22/12

Courtney Kraemer, Librarian, Lisa Park Elementary - Resigned, 05/22/12

Ashlee Laiche, 4<sup>th</sup> Grade Teacher, Grand Caillou Elementary - Resigned, 05/22/12

Melissa Loupe, Computer Lab Teacher, Oakshire Elementary - Resigned, 05/22/12

Heather Martin, Mild Moderate-Inclusion Teacher, Village East - Resigned, 05/22/12

Anastasia McPherson, 6<sup>th</sup> Grade Teacher, Elysian Fields - Resigned, 05/22/12

Christen Ocker, 8<sup>th</sup> Grade Teacher, Evergreen Junior High - Resigned, 05/11/12

Nancy Oden, Librarian, Evergreen Junior High - Return to retiree status, 05/22/12

Geraldine Patterson, 7<sup>th</sup> Grade Teacher, Greenwood Middle - Resigned, 05/22/12

Lacie Picou, 2<sup>nd</sup> Grade Teacher, Acadian Elementary - Resigned, 05/22/12

Erin Pitre, 3<sup>rd</sup> Grade Teacher, Schriever Elementary - Resigned, 05/22/12

Tammy Price, Social Studies Teacher, South Terrebonne High - Resigned, 05/22/12

Melanie Pruett, 7<sup>th</sup> Grade Teacher, Oaklawn Junior High - Resigned, 05/22/12

Suzanne Robichaux, 1<sup>st</sup> Grade Teacher, Montegut Elementary - Return to retiree status, 05/22/12

Lacey Rodriguez, Mild Moderate-Inclusion Teacher, Houma Junior High - Resigned, 05/22/12

Shannon Schexnayder, Kindergarten Teacher, Acadian Elementary - Resigned, 05/22/12

Tonya Schouest, 1<sup>st</sup> Grade Teacher, Schriever Elementary - Resigned, 05/22/12

Cheryl Scogin, 6<sup>th</sup> Grade Teacher, Southdown Elementary - Resigned, 05/22/12

Rebecca Segura, 7<sup>th</sup> Grade Teacher, Oaklawn Junior High - Resigned, 05/22/12

Elizabeth Shelton, Gifted Teacher, Coteau-Bayou Blue Elementary - Resigned, 05/22/12

Etta Smith, 6<sup>th</sup> Grade Teacher, Elysian Fields - Return to retiree status, 05/22/12

Kimberly Theriot, Kindergarten Teacher, Dularge Elementary - Resigned, 05/22/12

Holly Thibodeaux, Mild Moderate-Resource Teacher, Lisa Park Elementary - Resigned, 05/22/12

Tina Trosclair, 8<sup>th</sup> Grade Teacher, Evergreen Junior High - Resigned, 05/22/12

#### **Resignations or Terminations – Non-Instructional Personnel**

Charlotte Bourg, Bus Driver 40hrs/210days, Transportation Department - Resigned, 06/08/12

Kimberly Maynard, Pre-Kindergarten Paraprofessional, Broadmoor Elementary - Resigned, 05/22/12

Toni Jo Thibodeaux, Custodian III (9M), Lacache Middle - Deceased, 05/22/12

At this time, the Board recognized the following employees who recently retired:

#### **Professional Instructional Personnel**

Betty Adams, Pre-Kindergarten Teacher, East Houma Elementary - Service Retirement, 26.66 Years, 05/22/12

Diane Adams, 2<sup>nd</sup> Grade Teacher, Broadmoor Elementary - Service Retirement, 26.64 Years, 05/22/12

Marsha Adragna, Speech Therapist, Village East - Service Retirement, 34.23 Years, 05/22/12

Anita Aiken, 2<sup>nd</sup> Grade Teacher, Lisa Park Elementary - Service Retirement, 31.00 Years, 05/22/12

Carla Andreasen, Master Teacher, Terrebonne High - Service Retirement, 14.00 Years, 05/25/12

Claudette Bascle, 7<sup>th</sup> Grade Teacher, Lacache Middle - Service Retirement, 25.25 Years, 05/22/12

Robin Bergeron, 2<sup>nd</sup> Grade Teacher, Bourg Elementary - Service Retirement, 22.00 Years, 05/22/12

Mary Bonvillain, Kindergarten Teacher, Coteau-Bayou Blue Elementary - Service Retirement, 33.00 Years, 05/22/12

Randy Boquet, Physical Education Teacher, East Street Alternative - Service Retirement, 20.00 Years, 05/22/12

Donna Bourg, 1<sup>st</sup> Grade Teacher, West Park Elementary - Service Retirement, 32.90 Years, 05/22/12

Martha Bourgeois, 7<sup>th</sup> Grade Teacher, Evergreen Junior High - Service Retirement, 29.08 Years, 05/22/12

Glen Breerwood, Principal, Terrebonne Career and Technical High - Service Retirement, 34.51 Years, 06/08/12

Heidi Brunet, 4<sup>th</sup> Grade Teacher, Bayou Black Elementary - Service Retirement, 20.15 Years, 05/22/12

Josephine Caillouet, Kindergarten Teacher, Mulberry Elementary - Service Retirement, 31.90 Years, 05/22/12

Susan Carrere, Elementary Incentive Teacher, Oakshire Elementary - Service Retirement, 31.00 Years, 05/22/12

Monique Castrillo, Gifted Teacher, Mulberry Elementary - Service Retirement, 30.00 Years, 05/22/12

Almore Cato, Librarian, H. L. Bourgeois High - Service Retirement, 31.10 Years, 05/22/12

Victoria Chauvin, Social Studies Teacher, South Terrebonne High - Service Retirement, 20.00 Years, 05/22/12

Marilyn Cornes, Librarian, Gibson Elementary - Service Retirement, 35.72 Years, 05/22/12

Kenneth Delcambre, Principal, South Terrebonne High - Service Retirement, 37.00 Years, 06/08/12

Michael Denning, 5<sup>th</sup> Grade Teacher, Coteau-Bayou Blue Elementary - Service Retirement, 22.00 Years, 05/22/12

Sandra Dunbar, School Improvement Coordinator, Federal Media/Resource Center - Service Retirement, 33.00 Years, 06/01/12

Karen Ellender, Business & COE Teacher, H. L. Bourgeois High - Service Retirement, 35.00 Years, 06/01/12

Donna Erceg, English Teacher, Terrebonne High - Service Retirement, 18.00 Years, 05/22/12

Sandra Hebert, Principal, West Park Elementary - Service Retirement, 26.30 Years, 06/01/12

Glenda James, Mild Moderate-Self-Contained Teacher, School for Exceptional Children - Service Retirement, 28.90 Years, 05/22/12

Patty Koch, 7/8 Teacher Combination, Evergreen Junior High - Service Retirement, 20.00 Years, 05/22/12

Paulette Lipari, Speech Therapist, Mulberry Elementary - Service Retirement, 20.25 Years, 05/22/12

Michele Lopez, Pre-Kindergarten Teacher, Oakshire Elementary - Service Retirement, 20.04 Years, 05/22/12

Donna Luke, 2<sup>nd</sup> Grade Teacher, Montegut Elementary - Service Retirement, 33.23 Years, 05/22/12

Demetria Maryland, Principal, Legion Park Middle - Service Retirement, 22.63 Years, 05/31/12

Troy Matthews, 8<sup>th</sup> Grade Teacher, Grand Caillou Middle - Service Retirement, 25.00 Years, 05/22/12

Debby McGee, Pre-Kindergarten Teacher, Grand Caillou Elementary - Service Retirement, 28.00 Years, 05/22/12

Julie Mouton, Math Teacher, Ellender Memorial High - Service Retirement, 30.00 Years, 05/22/12

Jill Naquin, 1<sup>st</sup> Grade Teacher, Coteau-Bayou Blue Elementary - Service Retirement, 24.81 Years, 05/22/12

Annie Nickels, Educational Facilitator, Special Education Department - Service Retirement, 20.96 Years, 05/22/12

Denise Ocker, 6<sup>th</sup> Grade Teacher, Oakshire Elementary - Service Retirement, 21.82 Years, 05/22/12

Dawn Prosperie, Master Teacher, Acadian Elementary - Service Retirement, 20.53 Years, 05/25/12

Catherine Richard, Kindergarten Teacher, Dularge Elementary - Service Retirement, 31.82 Years, 05/22/12

Russel Richoux, Electronics TI Teacher, Career and Technical High - Service Retirement, 22.56 Years, 05/25/12

Deborah Rodrigue, 2<sup>nd</sup> Grade Teacher, Schriever Elementary - Service Retirement, 33.51 Years, 05/22/12

Emma Rohner, Kindergarten Teacher, Dularge Elementary - Service Retirement, 13.63 Years, 05/22/12

Janet Ruffin, 1<sup>st</sup> Grade Teacher, Gibson Elementary - Service Retirement, 33.51 Years, 05/22/12

Vicki Siddon, Social Studies & Science Teacher, Ellender Memorial High - Service Retirement, 13.51 Years, 05/22/12

Myrn Theriot, Speech Therapist, Acadian Elementary - Service Retirement, 33.20 Years, 05/22/12

Leslie Thibodaux, Gifted Teacher, Bourg Elementary - Service Retirement, 19.00 Years, 05/22/12

Alcide Toups, Business Teacher, Evergreen Junior High - Service Retirement, 11.00 Years, 05/22/12

Debbie Vazquez, 2<sup>nd</sup> Grade Teacher, Broadmoor Elementary - Service Retirement, 28.00 Years, 05/22/12

Cloris Verdin, Social Worker, Special Education Department - Service Retirement, 31.90 Years, 06/01/12

Angela Walsh, Business Teacher, South Terrebonne High - Service Retirement, 21.00 Years, 05/22/12

#### **Non-Instructional/Support Personnel**

Sandra Chaisson, Library Clerk, Houma Junior High - Service Retirement, 28.60 Years, 05/22/12

Belinda Clement, School Secretary II, Grand Caillou Middle - Service Retirement, 23.00 Years, 05/25/12

Charles Collins, Custodian III, Ellender Memorial High - Service Retirement, 21.60 Years, 05/22/12

Becky Crochet, Food Service Manager, Schriever Elementary - Service Retirement, 23.85 Years, 05/23/12

Julie Hebert, Adult Education Paraprofessional, Bayou Cane Adult Education - Service Retirement, 21.76 Years, 05/22/12

Mary Messiah, Food Service Technician, Dularge Elementary - Service Retirement, 33.00 Years, 05/23/12

Martha Poiencot, Food Service Technician, Ellender Memorial High - Service Retirement, 34.20 Years, 05/23/12

Marylin Porche, Early Intervening Services Paraprofessional, Dularge Middle - Service Retirement, 14.92 Years, 05/22/12

Loretta Price, Food Service Technician, Lisa Park Elementary - Service Retirement, 29.50 Years, 05/23/12

Druzella Randolph, Food Service Technician, Oaklawn Junior High - Service Retirement, 26.70 Years, 05/23/12

Benjamin Robinson, Bus Driver, Transportation Department - Service Retirement, 26.41 Years, 05/22/12

Deloris Sandolph, Food Service Technician, H. L. Bourgeois High - Service Retirement, 23.40 Years, 05/23/12

Yvonne Smith, Food Service Technician, Pointe-Aux-Chenes Elementary - Service Retirement, 32.40 Years, 05/23/12

Rosalie Trahan, Pre-Kindergarten Paraprofessional, West Park Elementary - Service Retirement, 30.40 Years, 05/22/12

Audrey Williams, Food Service Technician, Schriever Elementary - Service Retirement, 5.00 Years, 05/23/12

At this time, the Board received the following list of administrative assignments, as presented by Superintendent Philip Martin, for the 2012-2013 school year:

#### **ADMINISTRATIVE (STAFF) ASSIGNMENTS FOR 2012-2013 SCHOOL YEAR**

Assistant Superintendent, Curriculum & Instruction	Carol Davis
Executive Director, Finance & Auxiliary Services	Harris Henry
Supervisor of Transportation/Safety	Devlin Aubert
Supervisor, Secondary/Vocational/Adult/Driver Ed.	Nason Authement
Supervisor, Finance & Statistics	Rebecca Breaux
Supervisor, Child Welfare & Attendance	Linda Joseph
Supervisor, Child Welfare & Attendance	Ernest Brown
Executive Assistant to the Board	Ramona Brunet
Purchasing Agent/Grant Specialist	Lydia Alleman
Plant Operations Manager	Donald Chamberlain
Interim Supervisor, Federal Programs	Denise Bourgeois
Risk Manager	Jack Moore
Data Processing Manager	Walt Prejean
Acting Supervisor, Special Education Services	Dr. Arthur Joffrion, Jr.
Supervisor, Elementary Education (K-8)/Assessment & Testing	Stacy Solet
Supervisor, Child Nutrition Program	Monica Walther
Supervisor of Personnel	Dr. Debra Yarbrough

#### **ADMINISTRATIVE (PRINCIPAL) ASSIGNMENTS FOR 2012-2013 SCHOOL YEAR**

Acadian Elementary School	Myra Austin
Bayou Black Elementary School	Gertrude Begue
Boudreaux Canal Elementary School	Riley "Wayne" Vordick
Bourg Elementary School	Mac Sevin
H. L. Bourgeois High School	Bridget Olivier
Broadmoor Elementary School	Pamela McCann
(Interim) Caldwell Middle School	Jessica Rosado
Coteau-Bayou Blue Elementary School	Tess Daigle



Dularge Elementary School	Melynda Rodrigue
Dularge Middle School	Cheryl Degruise
East Houma Elementary School	Rhonda Charles
East Street School	Tommy Salter
Ellender Memorial High School	Cory Butler
Elysian Fields Middle School	Melanie Robert
Evergreen Junior High School	Mark Torbert
Gibson Elementary School	Monica Breaux
Grand Caillou Elementary School	Marcel Fournier
Grand Caillou Middle School	<b>(To Be Advertised)</b>
Greenwood Middle School	Elizabeth Lirette
Honduras Elementary School	Anita Dufrene
Houma Junior High School	Tom Soudelier
Lacache Middle School	Melissa Badeaux
Legion Park Middle School	<b>(To Be Advertised)</b>
Lisa Park Elementary School	Joanne Hergert
Montegut Elementary School	Stacy Whitney
Montegut Middle School	Kim Vauclin
Mulberry Elementary School	Mary Aucoin
Oaklawn Junior High School	Clyde Washington
Oakshire Elementary School	Dawn Fleniken
Pointe-Aux-Chenes Elementary School	Sandra Sevin
School for Exceptional Children	Cynthia Davis
Schriever Elementary School	Peggy Marcel
South Terrebonne High School	Dane Voisin
Southdown Elementary School	Margaret Cage
Terrebonne Career and Technical High School	Williams Simmons, Jr.
Terrebonne High School	Graham Douglas
Upper Little Caillou Elementary School	Riley "Wayne" Vordick
Village East School	Sharon Henry
West Park Elementary School	Lois Carter
Bayou Cane Adult Ed. Administrator	Marilyn Schwartz

At this time, President Bordelon addressed the Board regarding School Board Member Training Hours earned by Terrebonne Parish School Board Members, in accordance with Act 705.

Motion of Mr. Duplantis, seconded by Mr. DeHart, unanimously carried, the Board acknowledged the official receipt from the Louisiana School Boards Association of the School Board Members Training Hours earned by Terrebonne Parish School Board Members for the 2011 Calendar Year, in accordance with Act 705, and further, ordered said acknowledgment spread across the minutes, as follows:

**Louisiana School Boards Association  
7912 Summa Avenue  
Baton Rouge, LA 70809**

**2011 TRANSCRIPT**

**Roosevelt Thomas – District 1 Compliance Status: Compliant**

2011 Workshop Credit Hrs. 5  
2011 School System Credit Hrs. 3  
2011 Ethics CF Disclosure Hr. 1  
2011 Ethics Governance Hr. 1

**Yearly Total: 10 Hours**

**Gregory Harding – District 2 Compliance Status: Compliant**

2011 School System Credit Hrs. 5  
2011 Ethics Governance Hr. 1

**Yearly Total: 6 Hours**

**Richard Jackson – District 3 Compliance Status: Compliant**

2011 Convention Credit Hrs. 1  
2011 School System Credit Hrs. 5

2011 Ethics Governance Hr. 1

**Yearly Total: 7**

**Debi Benoit – District 4 Compliance Status: Compliant**

2011 Convention Credit Hrs. 6

2011 Workshop Credit Hrs. 9

2011 State Department Credit Hrs. 5.5

2011 School System Credit Hrs. 1

2011 Ethics CF Disclosure Hr. 1

2011 Ethics Governance Hr. 1

**Yearly Total: 23.5 Hours**

**Brenda Leroux Babin – District 5 Compliance Status: Compliant**

2011 Workshop Credit Hrs. 5

2011 State Department Credit Hrs. 5.5

2011 School System Credit Hrs. 5

2011 Ethics CF Disclosure Hr. 1

2011 Ethics Governance Hr. 1

**Yearly Total: 17.5 Hours**

**L. P. Bordelon, III – District 6 Compliance Status: Compliant**

2011 Convention Credit Hrs. 6.5

2011 Workshop Credit Hrs. 9

2011 School System Credit Hrs. 5

2011 Ethics CF Disclosure Hr. 1

2011 Ethics Governance Hr. 1

**Yearly Total: 22.5 Hours**

**Roger Dale DeHart – District 7 Compliance Status: Compliant**

2011 Convention Credit Hrs. 6.5

2011 Workshop Credit Hrs. 19

2011 School System Credit Hrs. 5

2011 Ethics CF Disclosure Hr. 1

2011 Ethics Governance Hr. 1

**Yearly Total: 32.5**

**Donald Duplantis – District 8 Compliance Status: Compliant**

2011 School System Credit Hrs. 5

2011 Ethics Governance Hr. 1

**Yearly Total: 6**

**Hayes J. Badeaux, Jr. – District 9 Compliance Status: Compliant**

2011 School System Credit Hrs. 5

2011 Ethics CF Disclosure Hr. 1

2011 Ethics Governance Hr. 1

**Yearly Total: 7**

President Bordelon also informed the Board that three Terrebonne Parish School Board Members, Ms. Debi Benoit, Mr. Roger Dale DeHart, and Mr. L. P. Bordelon, III, were recognized at the 2012 Louisiana School Boards Association Convention for having attained 20 hours plus in training hours for 2011 and were presented with "Certificates of Achievement."

Motion of Mr. Duplantis, seconded by Mr. DeHart, unanimously carried, the Board voted to adjourn its meeting **(8:15 P.M.)**.

/s/ Philip Martin, Secretary

/s/ L. P. Bordelon, III, President

RLB