

TERREBONNE

Parish School District

201 Stadium Drive, Houma, Louisiana 70360
(985) 876-7400/www.tpsd.org

Engage, Educate, and Empower Every Student, Every Day

Notice Posted: _____
(Date) (Time)

NOTICE OF PUBLIC MEETING

A Public Meeting will be held as follows:

DATE: May 5, 2015

TIME: 6:00 P.M.

PLACE OF MEETING: Terrebonne Parish School Board Office
201 Stadium Drive, Houma, LA 70360

A G E N D A

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes of School Board Meeting of April 14, 2015

RECOMMENDATION: That the Board approve the minutes of School Board Meeting of April 14, 2015, as recorded.

OLD BUSINESS

- a) None

NEW BUSINESS

- a) Set Forth Millage Rate(s) for 2015

- **READ RESOLUTION IN FULL**

RECOMMENDATION: That the Board adopt the following resolution setting forth the millage rate(s) for the Regular School Tax (Constitutional) and the Special School Tax (Maintenance) of the entire school system, all effective for 2015:

RESOLUTION NO. _____

BE IT RESOLVED, that the following millage(s) are hereby levied on the 2015 tax roll on all property subject to taxation by Terrebonne Parish School Board:

	<u>MILLAGE</u>
<u>Regular School Tax – (Constitutional)</u>	<u>3.860 mills</u>
<u>Special School Tax – (Maintenance)</u>	<u>5.410 mills</u>

BE IT FURTHER RESOLVED, that the proper administrative officials of the Parish of Terrebonne, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2015, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

YEAS:

NAYS:

ABSTAINED:

ABSENT:

6. Citizen Concerns
 - A. John Hebert – Common Core
 - B. David Mounts – Common Core, PARCC, Data Mining, Bias Treatment of Citizens by the Current School Board, T.P.S.B. Ethics, Superintendent, Educators, and Teachers
7. Board Committee Meeting Reports
 - A. Buildings, Food Service, and Transportation Committee (See Attached Committee Report of April 20, 2015, Meeting)
 - B. Finance, Insurance, and Section 16 Lands Committee (See Attached Committee Report of April 27, 2015, Meeting)
 - C. Executive Committee (See Attached Committee Report of April 21, 2015, Meeting)
 - D. Board of Directors of Terrebonne Construction Company, Inc. (See Attached Committee Report of April 21, 2015, Meeting)
8. Superintendent's Agenda
 - A. Agenda Items
 - (1) Special Recognition of 15 Student Winners from Terrebonne Career and Technical High School who received "Gold" at Recent Louisiana SkillsUSA Competition
 - (2) Personnel Section

(a) Personnel Announcements and Introductions
(Information Only)

- 1) Master Teacher, Houma Junior High School
– Carrie Theriot
- 2) Guidance Counselor, H. L. Bourgeois High
School – Shenee' Gros
- 3) Head Football Coach, H. L. Bourgeois High
School – Carey Melvin

(b) 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 Shantel Poindexter, School Food Service Technician at Broadmoor Elementary School, beginning May 7, 2015, through May 26, 2015 (medical).

(3) Parent Appeal for Student Readmission (Possible Executive Session)

- Readmission of Student #136243

9. Announcements

5/11-15 Teacher Appreciation Week

5/11

5:00 Buildings, Food Service, & Transportation
Committee

5/12

5:00 Executive Committee

5:30 Board of Directors, Terrebonne Construction
Company, Inc.

6:00 Regular School Board Meeting

5/13

7:00 Adult Education Graduation (Houma-Terrebonne Civic Center)

5/18-22

Educational Bosses Week

5/18

5:00 Finance, Insurance, & Section 16 Lands Committee

7:00 Ellender Memorial High School Graduation (Houma-Terrebonne Civic Center)

5/19

7:00 H. L. Bourgeois High School Graduation (Houma-Terrebonne Civic Center)

5/20

7:00 South Terrebonne High School Graduation (Houma-Terrebonne Civic Center)

5/21

7:00 Terrebonne High School Graduation (Houma-Terrebonne Civic Center)

5/27

Last Day for Students

5/28

Last Day for Teachers/Records Day

10. Adjournment

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

Roosevelt Thomas, President
Terrebonne Parish School Board
201 Stadium Drive/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 District
201 Stadium Drive, Houma, LA 70360

May 5, 2015

Dear Members of the Board:

The Buildings, Food Service, and Transportation Committee met at 5:00 P.M. on Monday, April 20, 2015, in the Board Room of the School Board Office with the following members present: Mr. Gregory Harding, Chairman, Mr. Richard Jackson, Vice-Chairman, and Mr. Roger Dale DeHart. Also in attendance were Mr. Roosevelt Thomas, Board President, Mr. L. P. Bordelon, III, Mr. Donald Duplantis, Ms. Debi Benoit, Dr. Brenda Leroux Babin, Ms. Vicki Bonvillain, Superintendent Philip Martin, and members of the staff.

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

Mr. Jonathan Foret, Executive Director, South Louisiana Wetlands Discovery Center, addressed the Committee regarding a Bus Lease Agreement between South Louisiana Wetlands Discovery Center and Terrebonne Parish School Board (see attached).

RECOMMENDATION NO. 1

The Committee recommends that the Board enter into a Bus Lease Agreement between South Louisiana Wetlands Discovery Center and Terrebonne Parish School Board for bus usage for the Discovery Centers' Youth Camp Program, provided buses shall run during normal operating hours on weekdays, as needed, mileage reimbursement at a rate of \$1.75 per mile driven, provide and pay bus drivers approved by Terrebonne Parish School Board, provided all necessary insurance requirements are met, and further, authorize the Board President to sign all necessary documents pertaining thereto.

Superintendent Martin discussed the use of Daigleville School property by United Houma Nation.

Mr. Thomas Dardar, Chief of United Houma Nation, addressed the Committee regarding the use of Daigleville School property.

RECOMMENDATION NO. 2

The Committee recommends that the Board enter into a Cooperative Endeavor Agreement between United Houma Nation and Terrebonne Parish School Board for the use of the Daigleville School property, for a period of five (5) years, from May 6, 2015, to May 6, 2020, with option to renew every five (5) years thereafter, provided that the necessary insurance, non-profit status, and all other School Board policy requirements are met, subject to Board Attorney review and approval, and further, authorize the Board President to sign all necessary documents pertaining thereto.

Ms. Carolyn Champagne, Purchasing Agent, addressed the Committee regarding request for bids for two (2) Maintenance Department vans.

RECOMMENDATION NO. 3

The Committee recommends that the Board authorize the Purchasing Department to advertise for bids for two (2) Maintenance Department vans, monies to be derived from previously budgeted funds in the General Operating Fund.

Mr. Andy Positerry, II, AIA, NCARB, LEED AP, Duplantis Design Group, PC, addressed the Committee regarding acceptance of bids received for the Terrebonne High School Press Box Renovation Project (see attached).

RECOMMENDATION NO. 4

The Committee recommends that the Board award the Terrebonne High School Press Box Renovation Project to the lowest responsible bidder, meeting all specifications, D. L. Daigle & Co., LLC, for a total base bid of \$109,918.00, plus Alternate #1 for \$1,800.00, monies to be

derived from the Building Fund, and further, authorize the Board President to sign all necessary documents pertaining thereto.

Mr. Craig Hebert, AIA, A Professional Architect Corp., addressed the Committee regarding an update on the South Terrebonne High School Press Box Renovation Project (see attached).

RECOMMENDATION NO. 5

The Committee recommends that the Board ratify a change order to increase the contract time by twenty-one (21) days due to weather, changing the contract completion date from March 7, 2015, to March 28, 2015, as provided for in the contract, for the South Terrebonne High School Press Box Renovation Project, and further, authorize the Board President to sign all necessary documents pertaining thereto.

Mr. Hebert addressed the Committee regarding substantial completion of the South Terrebonne High School Press Box Renovation Project (see attached).

RECOMMENDATION NO. 6

The Committee recommends that the Board approve the substantial completion dated March 25, 2015, for the South Terrebonne High School Press Box Renovation 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 the former Boudreaux Canal Elementary School site property.

Ms. Linda Faulk, citizen, addressed the Committee regarding the former Boudreaux Canal Elementary School site.

Mr. Kurt Lirette, citizen, addressed the Committee regarding the former Boudreaux Canal Elementary School site.

RECOMMENDATION NO. 7

The Committee recommends that the Board declare the former Boudreaux Canal Elementary School building as surplus and, only after exhausting all alternate avenues to demolishing the building, advertise for Request for Proposals for the demolition, architectural salvage, and/or removal of the building located on the property at the former Boudreaux Canal Elementary School site; and further, to include the complete building removal, as per the reversionary clause of the Act of Donation dated July 31, 1929, from A. St. Martin Company, Ltd., to the Terrebonne Parish School Board.

Superintendent Martin addressed the Committee regarding a Comprehensive Infrastructure, Demographic, and Facility Analysis.

Mr. DeHart, seconded by Mr. Jackson, offered the following motion:

RECOMMENDATION NO. 8

The Committee recommends that the Board place the Comprehensive Infrastructure, Demographic, and Facility Analysis on the May 11, 2015, Buildings, Food Service, and Transportation Committee meeting agenda.

Mr. Donald Chamberlain, Plant Operations Manager, addressed the Committee regarding the Chiller Replacement Project at Grand Caillou Elementary School (see attached).

RECOMMENDATION NO. 9

The Committee recommends that the Board issue a "NOTICE TO PROCEED" (as per contractual agreement) to The Merlin Group, Ltd., with plans and specifications for the Chiller Replacement Project at Grand Caillou Elementary School, establish a budget of \$435,913.00, monies to be derived from the One Cent Sales Tax Fund, authorize the advertising of bids, direct any major project changes be reported to the Buildings, Food Service, and Transportation Committee prior to advertising of bids, and further, authorize the Board President to sign all necessary documents pertaining thereto.

Chairman Harding relinquished the chair to the Vice-Chairman, so he could address the Committee.

Chairman Harding addressed the Committee regarding artificial turf at South Terrebonne High School and Terrebonne High School Stadiums.

RECOMMENDATION NO. 10

The Committee recommends that the Board establish an allotment, with an initial balance of \$200,000.00, for the purpose of installing artificial turf at South Terrebonne High School and Terrebonne High School Stadiums, monies to be derived from the General Operating Fund.

At this time, Chairman Harding reassumed the chair.

There being no further business to come before the **Buildings, Food Service, and Transportation Committee**, the meeting was adjourned at 7:18 P.M.

Respectfully submitted,

Gregory Harding, Chairman

Richard Jackson, Vice-Chairman

Roger Dale DeHart

SN

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

May 5, 2015

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, April 27, 2015, with the following members present: Ms. Debi Benoit, Chairwoman, Mr. Roosevelt Thomas, Vice-Chairman, and Mr. Donald Duplantis. Also in attendance were Mr. L. P. Bordelon, III, Mr. Roger Dale DeHart, Mr. Richard Jackson, Superintendent Philip Martin, and members of the staff.

Chairwoman Benoit called the meeting to order. The meeting began with the invocation and Pledge of Allegiance to the Flag.

Ms. Carolyn Champagne, Purchasing Agent, addressed the Committee regarding the Office Supply Catalog Contract.

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

RECOMMENDATION NO. 1

The Committee recommends that the Board accept the lowest received bid for an Office Supply Catalog Contract, submitted by Stire Office World, 1060 West Tunnel Boulevard, Houma, LA 70360, for a twelve-month (12) period, from July 1, 2015, until June 30, 2016, with the option to renew for one (1) additional year under the same terms and conditions, upon mutual agreement between the Terrebonne Parish School Board and Stire Office World; and further, authorize the Board President to sign all necessary documents pertaining thereto.

Ms. Champagne addressed the Committee regarding the bid results for Materials and Supplies for Teaching.

Mr. Thomas, seconded by Chairwoman Benoit, with the exception of Mr. Duplantis who objected, offered the following amended motion:

RECOMMENDATION NO. 2

The Committee recommends that the Board accept the lowest bids received meeting all specifications on Materials and Supplies for Teaching from the following vendors, as amended, and include the vendor addresses in all future recommendations:

AFP Industries P. O. Box 801136 Miami, FL 33280-1136	\$ 7,338.37
Batteries Plus 5094 Highway 311 Houma, LA 70360	\$ 2,302.32
Bye-Mo'r, Inc. P. O. Box 107 Kingsbury, IN 46345-0107	\$ 3,035.66
Contract Paper Group, Inc. 1531 Boettler Road, Suite E Uniontown, OH 44685	\$ 13,251.59
DGS Educational Products 4801 Linton Boulevard, Unit 11-A, 650 Delray Beach, FL 33445	\$ 437.85
Discount School Supply 2 Lower Ragsdale Drive, Suite 125 Monterey, CA 93940	\$ 408.23
Economical Janitorial & Paper Supply 1420-F Sam's Avenue Harahan, LA 70123	\$ 4,682.72
Pyramid School Products 6510 North 54 th Street Tampa, FL 33610-1994	\$ 17,432.76
S & S Worldwide 75 Mill Street Colchester, CT 06415	\$ 462.20

School Specialty, Inc. W6316 Design Drive Greenville, WI 54942	\$ 2,453.14
Standard Stationery Supply Co. 2251 South Foster Avenue Wheeling, IL 60090-6508	\$ 25,618.90
Teacher's Pet 312 North Parkerson Crowley, LA 70526	\$ 6,466.40
The Tree House, Inc. P. O. Box 590111 Newton, MA 02459	\$ 78,202.77
Tristar Marketing 221 Ramblewood Drive Lafayette, LA 70508	\$ 527.44
Unisource 12124 Industriplex Boulevard Baton Rouge, LA 70809	\$ 228,148.58

Mr. Jack Moore, Risk Manager, addressed the Committee regarding the attached 403b and 457 Retirement Plan Request for Proposals (RFP).

Mr. Thomas, seconded by Chairwoman Benoit, offered the following motion:

RECOMMENDATION NO. 3

The Committee recommends that the Board accept the proposals from Horace Mann, VALIC, Lincoln Investment, Security Benefit, and Voya Financial for 403b and 457 Voluntary Supplemental Retirement Plans, effective July 1, 2015, and continue to recognize Mr. Jim Westbrook with Edward Jones as an Approved Provider, with respects to 403b Retirement Plans offered through Hartford Life and Annuity.

Ms. Rebecca Breaux, Chief Financial Officer, addressed the Committee regarding adopting the resolution for the 2015 Millages.

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

RECOMMENDATION NO. 4

The Committee recommends that the Board adopt the following resolution adopting the millage rate(s) for the Regular School Tax (Constitutional) and the Special School Tax (Maintenance) of the entire school system, all effective for 2015:

RESOLUTION

BE IT RESOLVED, that the following millage(s) are hereby levied on the 2015 tax roll on all property subject to taxation by Terrebonne Parish School Board:

	<u>MILLAGE</u>
<u>Regular School Tax – (Constitutional)</u>	<u>3.860 mills</u>
<u>Special School Tax – (Maintenance)</u>	<u>5.410 mills</u>

BE IT FURTHER RESOLVED, that the proper administrative officials of the Parish of Terrebonne, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2015, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

Mr. Loney J. Grabert, Terrebonne Parish Assessor, addressed the Committee regarding the foregoing Committee recommendation, as it relates to the 2015 Millages.

Ms. Breaux addressed the Committee regarding the attached Foreign Trade Zone Letter of No Opposition.

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

RECOMMENDATION NO. 5

The Committee recommends that the Board approve the attached Letter of No Opposition in reference to a Foreign Trade Zone approved by the Terrebonne Parish Consolidated Government to be operated by the Houma-Terrebonne Airport Commission, subject to Board Attorney review and approval, and further, authorize the Board President to sign all necessary documents pertaining thereto.

Mr. Ronald Savoie, Attorney representing Thoma-Sea Marine Constructors, LLC, addressed the Committee regarding the foregoing Committee recommendation, as it relates to the Foreign Trade Zone Letter of No Opposition.

Mr. Stan Duval, Board Attorney, addressed the Committee regarding the foregoing Committee recommendation, as it relates to the Foreign Trade Zone Letter of No Opposition.

Mr. Grabert also addressed the Committee regarding the foregoing Committee recommendation, as it relates to the Foreign Trade Zone Letter of No Opposition.

Superintendent Martin withdrew agenda item (7), matter bearing upon adopting the Resolution on Inventory and Offshore Vessel Taxes.

Mr. Grabert addressed the Committee regarding the foregoing Committee recommendation, as it relates to the Inventory and Offshore Vessel Taxes.

Ms. Breaux addressed the Committee regarding a one-time salary supplement for Fiscal Year 2014-2015.

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

RECOMMENDATION NO. 6

The Committee recommends that the Board approve a one-time salary supplement for Fiscal Year 2014-2015 for full-time employees in the amount of \$500 for instructional/professional employees, \$250 for non-instructional/support employees, and \$125 for part-time employees;

said supplement to be prorated for employees hired after the beginning of their work calendar for contract year 2014-2015, monies to be derived from the salary and benefits portion of the One Cent Sales Tax Fund, payable in May 2015, and that the proposed salary supplement be applicable to personnel who are employed as of May 6, 2015.

Ms. Breaux presented an update on the Sales Tax collections report (see attached). She stated sales tax collections for the month of February 2015 are approximately 7.6% lower than February 2014.

There being no further business to come before the **Finance, Insurance, and Section 16 Lands Committee**, motion of Mr. Duplantis, seconded by Mr. Thomas, the meeting adjourned at 5:42 P.M.

Respectfully submitted,

Debi Benoit, Chairwoman

Roosevelt Thomas, Vice-Chairman

Donald Duplantis

MH

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

May 5, 2015

Dear Members of the Board:

The **Executive Committee** met at 5:00 P.M. on Tuesday, April 21, 2015, in the Board Room of the School Board Office with the following members present: Mr. Roosevelt Thomas, President, Dr. Brenda Leroux Babin, Vice-President, and Ms. Debi Benoit. Others in attendance were Superintendent Philip Martin and Ms. Rebecca Breaux.

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).

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**

May 5, 2015

Dear Members of the School Board:

The **Board of Directors of Terrebonne Construction Company, Inc.** met immediately following the Executive Committee meeting on Tuesday, April 21, 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 Superintendent Philip Martin and Ms. Rebecca Breaux.

The **Board of Directors** received the March 2015 financial statement (see attachment).

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