

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

School Board Meeting - April 16, 2013

Order of Business

7:00 P.M.

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes of School Board Meetings of March 12, 2013, and March 19, 2013

RECOMMENDATION: That the Board approve the minutes of School Board Meetings of March 12, 2013, and March 19, 2013, as recorded.

6. Board Committee Meeting Reports
 - A. Education and Policy Committee (See Attached Committee Agenda and Report of April 1, 2013, Meeting)
 - B. Buildings, Food Service, and Transportation Committee (See Attached Committee Agenda and Report of April 8, 2013, Meeting)
7. Superintendent's Agenda
 - A. Agenda Items
 - (1) Resolution Acknowledging Teacher Appreciation Week, May 6-10, 2013

RECOMMENDATION: That the Board approve the following resolution acknowledging May 6-10, 2013, as Teacher Appreciation Week:

RESOLUTION

WHEREAS, The week of May 6-10, 2013, has been designated as Teacher Appreciation Week; and

WHEREAS, Teachers are dedicated to promoting quality instruction for all students; and

WHEREAS, Teachers mold the minds and influence the lives of thousands of youngsters each year; and

WHEREAS, Teachers prepare students for a happy and successful role in society; now

THEREFORE, BE IT RESOLVED, That the Terrebonne Parish School Board hereby acknowledges the week of May 6-10, 2013, as Teacher Appreciation Week and extends heartfelt thanks and appreciation to teachers throughout the district; and

BE IT FURTHER RESOLVED, That copies of this resolution be forwarded to all Terrebonne Parish public schools and departments.

(2) Request for Professional Leave

(a) Adult Education Coordinator, Bayou Cane Adult Education Center

RECOMMENATION: That the Board approve a request to allow Marilyn Schwartz, Adult Education Coordinator, Bayou Cane Adult Education Center, to attend the Accelerating Opportunity National Conference on Integrated Basic Skills Pathways in Seattle, Washington, April 30 – May 1, 2013 (Tuesday-Wednesday), in accordance with Policy (FILE: F-11.2), expenses to be borne by

Louisiana Community and Technical College System and the Adult Education Federal Basic Grant.

(3) 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 Louvenia Charles, Teacher at Oaklawn Junior High School, beginning April 18, 2013, through May 23, 2013 (medical).

(b) Personnel Actions for Period of March 14, 2013, through April 10, 2013 [list of professional instructional and non-instructional/support personnel (appointments, resignations, and retirements – Information Only)]

8. Announcements

4/27 American Cancer Society “Relay for Life” @ Houma-Terrebonne Civic Center

5/04 Millage Election Day

5/6-10 Teacher Appreciation Week

5/06
5:00 Education & Policy Committee

5/07
7:00 Regular School Board Meeting

9. 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. 220, describing the assistance that is necessary.

RLB

**TERREBONNE PARISH SCHOOL BOARD
201 STADIUM DRIVE, HOUMA, LA 70361**

EDUCATION AND POLICY COMMITTEE MEETING

Monday, April 1, 2013

5:00 P.M.

Central Office Board Room

A-G-E-N-D-A

1. Invocation and Pledge of Allegiance
2. Matter pertaining to the annual Children's Health Fair sponsored by Friends of the Bayou and Project LEARN LaTerre – **(INFORMATION)** - Natalie Bergeron, Director of Community Outreach
3. Matter pertaining to 2013 Summer School Programs – **(INFORMATION)** – Dr. Arthur Joffrion
4. Update on Spring 2013 State Assessments and School Performance Scores **(INFORMATION)** – Stacy Solet
5. Adjournment

COMMITTEE MEMBERS

Richard Jackson, Chairman

Donald Duplantis, Vice-Chairman

Dr. Brenda Leroux Babin

Carol Davis, Assistant Superintendent
Instruction and Student Support Services

CD/dc

c: Board Members
Superintendent and Staff
Schools and ERC Members
Mr. Clayton Lovell, Legal Counsel
Ms. Lottie Beebe, BESE, District 3
MEDIA: The Courier, Tri-Parish Times, KFOL-HTV and Radio Stations, KCIL/KXOR
Houma-Terrebonne Chamber of Commerce
Presidents...TAE, TPA, A+PEL, Bus Drivers' Association, Food Service Association

TERREBONNE PARISH SCHOOL BOARD
P. O. BOX 5097
HOUMA, LOUISIANA 70361

April 16, 2013

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, April 1, 2013, with the following members present: Mr. Richard Jackson, Chairman, Mr. Donald Duplantis, Vice-Chairman, and Dr. Brenda Leroux Babin. 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.

Dr. Arthur Joffrion, Jr., Supervisor of Special Education, presented information pertaining to the 2013 District Summer School Programs (see attached). He briefly discussed each program relative to any new changes for this year.

Mrs. Stacy Solet, Supervisor of Elementary Education (K-8)/State Assessment and Testing, provided an overview of the Spring 2013 Assessments and the changes in testing for this year (see attached). She presented pie charts with formulas for obtaining growth targets and discussed the revisions in calculating Baseline School Performance Scores, as it pertains to the new Letter Grade Scale.

There being no further business to come before the **Education and Policy Committee**, the meeting adjourned at 5:40 P.M.

Respectfully submitted,

Richard Jackson, Chairman

Donald Duplantis, Vice-Chairman

Dr. Brenda Leroux Babin

DC

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

BUILDINGS, FOOD SERVICE AND TRANSPORTATION COMMITTEE

Monday, April 8, 2013

5:00 P.M.

Central Office Board Room

A-G-E-N-D-A

1. Invocation and Pledge of Allegiance to the Flag
2. Matter bearing upon bus lease agreement between Bayouland YMCA and the Terrebonne Parish School Board for the YMCA 2013 Camp Splash Summer Camp ~ **{Proposed Recommendation}** ~ Angi Falgout, CEO, Bayouland YMCA

The Committee recommends that the Board enters into a Bus Lease Agreement between Bayouland YMCA and the Terrebonne Parish School Board for the YMCA 2013 Camp Splash Summer Camp, providing buses shall run during normal operation hours on weekdays as needed, mileage reimbursement at a rate of \$1.25 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.

3. Matter bearing upon acceptance of bids for Kitchen Equipment by the Child Nutrition Department ~ **{Proposed Recommendation}** ~ Monica Walther, Supervisor, Child Nutrition Program

The Committee recommends that the Board accept the lowest bids meeting all specifications on Kitchen Equipment received from Alack Refrigeration, Hammond, LA, in the amount of \$34,212.00; Lafayette Restaurant Supply, Lafayette, LA, in the amount of \$18,721.00; Cayard's, Baton Rouge, LA, in the amount of \$19,790.00, and Buckelew's Food Service Equipment, Baton Rouge, LA, in the

amount of \$65,079.00, funds to be derived from the Child Nutrition Fund, and further, authorize the Board President to sign all necessary documents pertaining thereto.

4. Matter bearing upon update on Houma Jr. High School's Boiler Replacement ~ **{Information}** ~ Phil Schexnayder, GSE Associates, LLC
5. Matter bearing upon update on South Terrebonne High School's Elevator Project ~ **{Information}** ~ Daniel Bruce, Jr., AIA, Cheramie and Bruce Architects, APC
6. Matter bearing upon updates on H. L. Bourgeois High School's Freshman Center ~ **{Proposed Recommendation}** ~ Merlin Lirette, AIA, REFP, The Merlin Group, LTD

The Committee recommends that the Board approve the substantial completion for H. L. Bourgeois High School's Freshman Center Project, based on the inspection held on March 12, 2013, subject to the punch list, authorize the Board President to sign all necessary documents pertaining thereto, and further, upon completion of the punch list, final inspection, and receipt of the lien-free certificate, authorize the release of retainage.

7. Matter bearing upon the New Grand Caillou Middle School ~ **{Information}** ~ Merlin Lirette, AIA, REFP, The Merlin Group, LTD
8. Matter bearing upon maintenance projects ~ **{Information}** ~ Donald Chamberlain, Plant Operations Manager
9. Adjournment

Donald Chamberlain
Plant Operations Manager

DC/jb

COMMITTEE MEMBERS

Hayes J. Badeaux, Chairman
Gregory Harding, Vice-Chairman
L. P. Bordelon, III

c: Philip Martin, Superintendent
Staff Members
Board Members
Lottie Beebe, BESE Member
Mr. Clayton Lovell, Legal Counsel
Kay Thibodeaux, Chamber of Commerce
The Courier, Tri-Parish Times, KFOL-HTV
Radio Stations....KCIL/KXOR
Presidents....TPA, TAE, A+PEL, Bus Drivers' Assn., RTA, SFS Assn.
Merlin Lirette, AIA, CEFP, The Merlin Group, LTD
Daniel Bruce, Jr., AIA, Cheramie and Bruce Architects, APC
Phil Schexnayder, GSE Associates, LLC
Angi Falgout, CEO, Bayouland YMCA

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

April 16, 2013

Dear Members of the Board:

The Buildings, Food Service, and Transportation Committee met on Monday, April 8, 2013, 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. Gregory Harding, Vice-Chairman. Mr. L. P. Bordelon, III was absent. Others in attendance were Mr. Richard Jackson, Mr. Roger Dale DeHart, 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. Jennifer Henderson, Fitness and Camp Director at YMCA, addressed the Committee regarding a Bus Lease Agreement between Bayouland YMCA and Terrebonne Parish School Board for the YMCA 2013 Camp Splash Summer Camp (see attached).

RECOMMENDATION NO. 1

The Committee recommends that the Board enter into a Bus Lease Agreement between Bayouland YMCA and the Terrebonne Parish School Board for the YMCA 2013 Camp Splash Summer Camp, providing buses shall run during normal operation hours on weekdays, as needed, mileage reimbursement at a rate of \$1.25 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.

Mrs. Monica Walther, Supervisor, Child Nutrition Program, addressed the

Committee regarding acceptance of bids for Kitchen Equipment by the Child Nutrition Department (see attached).

RECOMMENDATION NO. 2

The Committee recommends that the Board accept the lowest bids meeting all specifications on Kitchen Equipment received from Alack Refrigeration, Hammond, LA, in the amount of \$34,212.00; Lafayette Restaurant Supply, Lafayette, LA, in the amount of \$18,721.00; Cayard's, Baton Rouge, LA, in the amount of \$19,790.00, and Buckelew's Food Service Equipment, Baton Rouge, LA, in the amount of \$65,079.00, funds to be derived from the Child Nutrition Fund, and further, authorize the Board President to sign all necessary documents pertaining thereto.

Mr. Phil Schexnayder, GSE Associates, LLC, addressed the Committee regarding an update on Houma Jr. High School's Boiler Replacement (see attached).

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

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

RECOMMENDATION NO. 3

The Committee recommends that the Board approve the substantial completion for H. L. Bourgeois High School's Freshman Center Project, based on the inspection held on March 12, 2013, subject to the punch list, authorize the Board President to sign all necessary documents pertaining thereto, and further, upon completion of the punch list, final inspection, and receipt of the lien-free certificate, authorize the release of retainage.

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

The Committee had no questions for Mr. Donald Chamberlain, Plant Operations Manager, regarding maintenance projects.

There being no further business to come before the **Buildings, Food Service, and Transportation Committee**, the meeting was adjourned at 5:24 P.M.

Respectfully submitted,

Hayes J. Badeaux, Chairman

Gregory Harding, Vice-Chairman

JB