

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

School Board Meeting – December 17, 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 Meeting of November 19, 2013

RECOMMENDATION: That the Board approve the minutes of School Board Meeting of November 19, 2013, as recorded.

6. Presentation Item
 - A. Recognition in Memory of Brian Anthony Blanchard, Class of 1977 - H. L. Bourgeois High School
7. Citizen Concern
 - A. Vicki Bonvillain – Common Core State Standards
8. Board Committee Meeting Reports
 - A. Education and Policy Committee (See Attached Committee Report of December 2, 2013, Meeting)
 - B. Buildings, Food Service, and Transportation Committee (See Attached Committee Report of December 9, 2013, Meeting)

9. Superintendent's Agenda

A. Agenda Items

(1) Personnel Section

(a) Personnel Actions for Period of November 14, 2013– December 11, 2013 [list of professional instructional and non-instructional/support personnel (appointments, resignations, and retirements – Information Only)]

(b) Leaves 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 Nicole Luke, School Food Service Technician at Montegut Middle School, beginning December 11, 2013, through March 25, 2014 (medical).

2) Leave Without Pay

RECOMMENDATION: That the Board approve a leave of absence without pay in accordance with Policy (FILE: F-11.10) for Sandra A. Smith, School Bus Driver in the Transportation Department, beginning December 5, 2013, through December 4, 2014 (medical).

(2) Parent Appeal for Readmission of Student #134154 (Executive Session)

(3) Parent Appeal for Readmission of Student #124982 (Executive Session)

(3) Matter Pertaining to Pending Litigation – Brenda Hadley, Wife of and Scott Hadley, vs. Latosha Williams, the Terrebonne Parish School Board, and Berkley Insurance Company, Docket No. 0170649, Division C, 32nd Judicial

District Court, Parish of Terrebonne, State of Louisiana
(Executive Session)

10. Individual Board Member

- A. Mr. Roger Dale DeHart – Matter Pertaining to Pending Litigation Relative to St. John the Baptist Parish School Board, et al, versus State of Louisiana et al, and Consideration of Adoption of Resolution

RECOMMENDATION: That the Board join the pending litigation filed by St. John the Baptist Parish School Board and other school boards against the State of Louisiana as it seeks to recover the 2.75% growth factor for fiscal year 2012-2013, adopt the appropriate resolution for participation, along with the contingency fee agreement presented by the firm of Hammonds, Sills, Adkins & Guice, LLP, and further, authorize the Board President to sign all necessary documents pertaining thereto, subject to Board Attorney review.

11. Announcement

12/23 – 1/2 Christmas Holidays

1/7

7:00 Regular School Board Meeting

12. 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.

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

December 17, 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, December 2, 2013, with the following members present: Mr. Richard Jackson, Chairman, and Mr. Donald Duplantis, Vice-Chairman. Dr. Brenda Leroux Babin entered after the meeting began. 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.

Mr. Graham Douglas, Supervisor of Secondary Education, presented information on high school scheduling and the implementation of the 7-period day for secondary schools (attachment). He said school counselors are prepared to transition the 7-period day scheduling with the 2014-2015 school year and that all assessments are being aligned.

After discussion, Mr. Duplantis, seconded by Mr. Jackson, offered the following motion:

RECOMMENDATION NO. 1

The Committee recommends that the Board accept the information, as presented, regarding implementation of the 7-period day schedule for secondary schools, beginning with the 2014-2015 school year.

Mr. Douglas presented information regarding Adult Education diplomas (attachment). He said, effective December 31, 2013, the GED Test

Program will no longer exist and will be replaced with the HiSET Test Program. Ms. Marilyn Schwartz, Coordinator of Bayou Cane Adult Education, presented information and a FAQ sheet on HiSET and answered questions regarding implementation of the new test program (attachment).

There being no further business to come before the **Education and Policy Committee**, the meeting adjourned at 5:25 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**

December 17, 2013

Dear Members of the Board:

The Buildings, Food Service, and Transportation Committee met on Monday, December 9, 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. L. P. Bordelon, III. Mr. Gregory Harding, Vice-Chairman, was absent. Others in attendance were Mr. Richard Jackson, Mr. Donald Duplantis, 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.

Mr. Douglas Snead, E. I., Providence/GSE Associates, LLC, addressed the Committee regarding an "Act of Servitude" for a 10 foot wide proposed Sewer Servitude across Legion Park Elementary School's property for an 8 inch sewer force main (see attached).

RECOMMENDATION NO. 1

The Committee recommends that the Board approve an "Act of Servitude" for a 10 foot wide proposed Sewer Servitude for the Terrebonne Parish Consolidated Government on, under, and across property belonging to the Terrebonne Parish School Board located in Section 96, T17S-R17E (back of Legion Park Elementary School) for installation of an 8 inch sewer force main, and further, authorize the Board President to sign all necessary documents pertaining thereto, subject to Board Attorney review.

Mrs. Monica Walther, Supervisor, Child Nutrition Program, addressed the Committee regarding permission to advertise for bids for a freezer truck.

RECOMMENDATION NO. 2

The Committee recommends that the Board authorize the Child Nutrition Department to advertise for bids for a freezer truck, monies to be derived from previously budgeted funds, and further, authorize the Board President to sign all necessary documents pertaining thereto.

Mr. Badeaux addressed the Committee regarding re-roofing Acadian Elementary School (Building 300), Broadmoor Elementary School (Building 200), and Village East Elementary School.

RECOMMENDATION NO. 3

The Committee recommends that the Board approve a “NOTICE TO PROCEED” (as per contractual agreement) to Duplantis Design Group, PC, to proceed with plans and specifications for the standing seam metal roof replacement at Acadian Elementary School, Building 300, with a budget of \$200,000.00, monies to be derived from previously budgeted One Cent Sales Tax Fund, authorize the advertising of bids, authorize the Board President to sign all necessary documents pertaining thereto, and further, direct that any major project changes be reported to the Buildings, Food Service, and Transportation Committee prior to advertising of bids.

RECOMMENDATION NO. 4

The Committee recommends that the Board approve a “NOTICE TO PROCEED” (as per contractual agreement) to Houston Lirette, Jr., APC, to proceed with plans and specifications for the standing seam metal roof replacement at Broadmoor Elementary School, Building 200, with a budget of \$180,000.00, monies to be derived from previously budgeted One Cent Sales Tax Fund, authorize the advertising of bids, authorize the Board President to sign all necessary documents pertaining thereto, and further, direct that any major project changes be reported to the Buildings, Food Service, and Transportation Committee prior to advertising of bids.

RECOMMENDATION NO. 5

The Committee recommends that the Board approve a “NOTICE TO PROCEED” (as per contractual agreement) to Cheramie and Bruce Architects, APC, to proceed with plans and specifications for the standing seam metal roof replacement at Village East Elementary School, with a budget of \$750,000.00, monies to be derived from previously budgeted One Cent Sales Tax Fund, authorize the advertising of bids, authorize the Board President to sign all necessary documents pertaining thereto, and further, direct that any major project changes be reported to the Buildings, Food Service, and Transportation Committee prior to advertising of bids.

Mr. Badeaux addressed the Committee regarding conversion of the existing kitchen to a cooking kitchen at Dularge Elementary School.

RECOMMENDATION NO. 6

The Committee recommends that the Board approve a “NOTICE TO PROCEED” (as per contractual agreement) to The Merlin Group, LTD, to proceed with plans and specifications for the conversion of the existing kitchen to a cooking kitchen at Dularge Elementary School, with a budget of \$200,000.00, monies to be derived from previously budgeted One Cent Sales Tax Fund, authorize the advertising of bids, authorize the Board President to sign all necessary documents pertaining thereto, and further, direct that any major project changes be reported to the Buildings, Food Service, and Transportation Committee prior to advertising of bids.

Mr. Donald Chamberlain, Plant Operations Manager, addressed the Committee regarding repairs to the main electrical service panel at Oaklawn Jr. High School.

RECOMMENDATION NO. 7

The Committee recommends that the Board approve a “NOTICE TO PROCEED” (as per contractual agreement) to Ronald Boudreaux, A Professional Engineer, Inc., to proceed with plans and specifications for repairs of the main electrical service panel at Oaklawn Jr. High School, with a budget of \$50,000.00, monies to be derived from previously

budgeted Building Fund, authorize the advertising of bids, authorize the Board President to sign all necessary documents pertaining thereto, and further, direct that any major project changes be reported to the Buildings, Food Service, and Transportation Committee prior to advertising of bids.

Mr. Chamberlain addressed the Committee regarding reconstruction of press boxes, including mechanical and electrical, at South Terrebonne High School and Terrebonne High School.

RECOMMENDATION NO. 8

The Committee recommends that the Board approve a “NOTICE TO PROCEED” (as per contractual agreement) to Craig C. Hebert, A Professional Architect Corporation, to proceed with plans and specifications for reconstruction of press box, including mechanical and electrical, at South Terrebonne High School, with a budget of \$130,000.00, monies to be derived from previously budgeted Building Fund, authorize the advertising of bids, authorize the Board President to sign all necessary documents pertaining thereto, and further, direct that any major project changes be reported to the Buildings, Food Service, and Transportation Committee prior to advertising of bids.

RECOMMENDATION NO. 9

The Committee recommends that the Board approve a “NOTICE TO PROCEED” (as per contractual agreement) to Duplantis Design Group, PC, to proceed with plans and specifications for reconstruction of press box, including mechanical and electrical, at Terrebonne High School, with a budget of \$130,000.00, monies to be derived from previously budgeted Building Fund, authorize the advertising of bids, authorize the Board President to sign all necessary documents pertaining thereto, and further, direct that any major project changes be reported to the Buildings, Food Service, and Transportation Committee prior to advertising of bids.

Mr. Chamberlain addressed the Committee regarding replacement of HVAC equipment at Mulberry Elementary School, Village East Elementary

School, Caldwell Middle School, and Coteau-Bayou Blue Elementary School.

RECOMMENDATION NO. 10

The Committee recommends that the Board approve a “NOTICE TO PROCEED” (as per contractual agreement) to The Merlin Group, LTD, with plans and specifications for the replacement of HVAC equipment at Mulberry Elementary School, with a budget of \$360,000.00; Village East Elementary School, with a budget of \$175,000.00; Caldwell Middle School, with a budget of \$160,000.00, and Coteau-Bayou Blue Elementary School, with a budget of \$160,000.00, monies to be derived from previously budgeted One Cent Sales Tax Fund, authorize the advertising of bids, authorize the Board President to sign all necessary documents pertaining thereto, and further, direct that any major project changes be reported to the Buildings, Food Service, and Transportation Committee prior to advertising of bids.

Mr. Chamberlain addressed the Committee regarding replacement of HVAC equipment at South Terrebonne High School.

RECOMMENDATION NO. 11

The Committee recommends that the Board approve a “NOTICE TO PROCEED” (as per contractual agreement) to The Merlin Group, LTD, with plans and specifications for the replacement of HVAC equipment, at South Terrebonne High School, with a budget of \$85,000.00, monies to be derived from previously budgeted Building Fund, authorize the advertising of bids, authorize the Board President to sign all necessary documents pertaining thereto, and further, direct that any major project changes be reported to the Buildings, Food Service, and Transportation Committee prior to advertising of bids.

Mr. Merlin Lirette, AIA, CEFP, The Merlin Group, LTD, addressed the Committee regarding an update on the New Grand Caillou Middle School (see attached).

Mr. Daniel Bruce, Jr., AIA, Cheramie and Bruce Architects, addressed the Committee regarding South Terrebonne High School's Elevator Project

Ribbon Cutting Ceremony. He stated the Ceremony will be held at South Terrebonne High School on December 17, 2013, at 4:00 PM.

Mr. Chamberlain 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 5:44 P.M.

Respectfully submitted,

Hayes J. Badeaux, Chairman

L. P. Bordelon, III

JB