

TERREBONNE PARISH SCHOOL BOARD
201 STADIUM DRIVE
HOUMA, LOUISIANA 70360

School Board Meeting - July 1, 2003

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 June 17 and 24, 2003
6. Board Committee Meeting Reports
 - A. Finance, Insurance, and Section 16 Lands Committee
 - B. Executive Committee
 - C. Board of Directors of Terrebonne Construction Company, Inc.
7. Superintendent's Agenda
 - A. Agenda Items
 - (1) Requests for Professional Leave
 - (a) Principal at Grand Caillou Middle School, Educational Facilitator in the Special Education Department & Learning Styles Trainer, Supervisor of Elementary Education, and Superintendent

- (b) NCLB Title I and Title II Staff Development Coordinator in the Federal Department
 - (c) Teacher at West Park Elementary School
 - (d) Principal, Master Teacher, Two Teachers, and Librarian at West Park Elementary School
 - (e) Title VII Indian Education Project/School/Community Coordinator and Title VII Indian Education Dropout Prevention Specialist in the Federal Department
 - (f) Reading Recovery Teacher Leader in the Federal Department
 - (g) Dropout Prevention Specialist in the Federal Department
- (2) Personnel Section
- (a) Personnel Appointments
 - 1) Four Qualified Examiners/Speech Therapists in the Special Education Department
 - 2) Extracurricular Appointments
 - (b) Leave of Absence
 - 1) Sabbatical Leave (Professional or Cultural Improvement)
- (3) Purchasing Section
- (a) Consideration of Approval of Bids Received on Hunting and Trapping Privileges on Section 16 Lands

- (b) Consideration of Approval of Bid Received on Cafeteria Replacement Furniture
- (c) Consideration of Approval of Bids Received on Milk, Milk Products, and Ice Cream
- (d) Consideration of Approval of Bids Received on Kitchenware
- (e) Consideration of Approval of Bids Received on Linen Service
- (f) Consideration of Approval of Bids Received on Supplies and Disposables
- (g) Consideration of Approval of Bids Received on Materials, Supplies, Equipment and Services for the Auxiliary Services Department
- (h) Request Board Authorization to Readvertise for Bids on Bread for the 2003-2004 School Year
- (i) Request Board Authorization to Readvertise for Bids on Juice for the 2003-2004 School Year

8. Individual Board Member

- A. Mr. Clark J. Bonvillain - Matter Pertaining to an Employee Grievance Hearing on Denise Roper in Accordance with Policy FILE: F-4 [Possible Executive Session Pursuant to R.S. 42:6.1A(1)]

9. Announcements

7/7

5:00 Education and Policy Committee

7/14

5:00 Buildings, Food Service, and Transportation Committee

7/15

5:30 Executive Committee

6:00 Board of Directors, Terrebonne Construction Company, Inc.

7:00 Regular School Board Meeting

10. Adjournment

AGENDA ITEMS

(1) REQUESTS FOR PROFESSIONAL LEAVE

- (a) Principal at Grand Caillou Middle School, Educational Facilitator in the Special Education Department & Learning Styles Trainer, Supervisor of Elementary Education, and Superintendent

RECOMMENDATION: That the Board approve a request to allow Ms.

Judy Gaspard, Principal at Grand Caillou Middle School, Ms. Freda Doxey, Educational Facilitator in the Special Education Department & Learning Styles Trainer, Ms. Pamela Lemoine, Supervisor of Elementary Education, and Mrs. Elizabeth Scurto, Superintendent, to attend the 56th Annual Conference of Non-Governmental Organizations (NGOs) associated with the United Nations Department of Public Information (NPI) in New York, New York, September 8-10, 2003 (Monday-Wednesday), in accordance with Policy (FILE: F-11.2), expenses to be borne by Grand Caillou Middle School NCLB Title I Schoolwide and General Funds.

- (b) NCLB Title I and Title II Staff Development Coordinator in the Federal Department

RECOMMENDATION: That the Board approve a request to allow Ms. Roslyn Dempster, NCLB Title I and Title II Staff Development Coordinator in the Federal Department, to attend the National Staff

Development Council Academy summer session in St. Louis, Missouri, July 18-21, 2003 (Friday-Monday), in accordance with Policy (FILE: F-11.2), expenses to be paid through NCLB Title I and Title II Funds.

(c) **Teacher at West Park Elementary School**

RECOMMENDATION: That the Board approve a request to allow Ms. Elizabeth Lassere, Teacher at West Park Elementary School, to attend the Cognitively Guided Instruction in Math Advanced Track Workshop in Madison, Wisconsin, July 28, 2003 - August 1, 2003 (Monday-Friday), in accordance with Policy (FILE: F-11.2), expenses to be paid by Southeast Educational Development Laboratory (SEDL).

(d) **Principal, Master Teacher, Two Teachers, and Librarian at West Park Elementary School**

RECOMMENDATION: That the Board approve a request to allow Ms. Tess Daigle, Principal, Mr. Mac Sevin, Master Teacher, Ms. Elizabeth Lassere and Ms. Katherine Rome, Teachers, and Ms. Valerie Shaw, Librarian, West Park Elementary School, to attend an Accelerated Schools' Training in Starkville, Mississippi, August 4-6, 2003 (Monday-Wednesday), in accordance with Policy (FILE: F-11.2), expenses to be paid through NCLB Title I Fund.

(e) **Title VII Indian Education Project/School/Community Coordinator and Title VII Indian Education Dropout Prevention Specialist in the Federal Department**

RECOMMENDATION: That the Board approve a request to allow Mr. Kirby Verret, Title VII Indian Education Project/School/Community Coordinator, and Mr. John Solet, Title VII Indian Education Dropout Prevention Specialist, Federal Department, to attend the Institute for Youth Leadership Development Training of Trainers in Spokane, Washington, August 18-20, 2003 (Monday-Wednesday), in accordance with Policy (FILE: F-11.2), expenses to be paid through Title VII Indian Education Fund.

(f) **Reading Recovery Teacher Leader in the Federal Department**

RECOMMENDATION: That the Board approve a request to allow Ms. Gayle Walters, Reading Recovery Teacher Leader in the Federal Department, to attend the following Reading Recovery Leadership Training and Conferences during the 2003-2004 school session, in accordance with Policy (FILE: F-11.2), expenses to be paid through NCLB Title I Funds:

- 1) Texas Reading Recovery/Early Literacy Conference on October 15-17, 2003, in Dallas, Texas or 2004 National Reading Recovery Conference on January 31, 2004 - February 3, 2004 (Saturday-Tuesday), in Columbus, Ohio
- 2) Teacher Leadership Training in Little Rock, Arkansas on September 18-19, 2003 (Thursday-Friday); December 11-12, 2003 (Thursday-Friday); March 3-5, 2004 (Wednesday-Friday); and April 8-9, 2004 (Thursday-Friday)
- 3) Teacher Leader Institute Reading Recovery Council of North America Conference on June 9-12, 2004 (Wednesday-Saturday), in Orlando, Florida

(g) Dropout Prevention Specialist in the Federal Department

RECOMMENDATION: That the Board approve a request to allow Ms. Marsha Williams, Dropout Prevention Specialist in the Federal Department, to attend the International Association for Truancy and Dropout Prevention Conference in Lexington, Kentucky, October 25-30, 2003 (Saturday-Thursday), in accordance with Policy (FILE: F-11.2), expenses to be paid through NCLB Title I Education Fund.

(2) PERSONNEL SECTION

(a) Personnel Appointments

- 1) Four Qualified Examiners/Speech Therapists in Special Education Department

RECOMMENDATION: That the Board approve the personnel appointments (recommendations to be placed at desks), as recommended by the Superintendent, on or about July 1, 2003.

2) **Extracurricular Appointments**

RECOMMENDATION: That the Board approve the extracurricular personnel appointments (recommendations to be placed at desks), as recommended by the Superintendent, effective with the 2003-2004 school session.

<u>POSITION</u>	<u>LOCATION</u>
Assistant Varsity Football Coach	H. L. Bourgeois
Assistant Varsity Football Coach	H. L. Bourgeois
Girls' Head Varsity Track Coach	H. L. Bourgeois
Assistant Varsity Track Coach	H. L. Bourgeois
Drill Team Sponsor	H. L. Bourgeois
Girls' Softball Coach	H. L. Bourgeois
Head Varsity Football Coach	Ellender Memorial
Assistant Varsity Football Coach	Ellender Memorial
Assistant Varsity Football Coach	Ellender Memorial
Assistant Varsity Football Coach	Ellender Memorial
Assistant Varsity Football Coach	Ellender Memorial
Assistant Varsity Football Coach	Ellender Memorial
Boys' Assistant Varsity Basketball Coach	Ellender Memorial
Girls' Assistant Varsity Basketball Coach	Ellender Memorial
Boys' Head Varsity Soccer Coach	Ellender Memorial
Girls' Head Varsity Soccer Coach	Ellender Memorial
Head Varsity Tennis Coach	Ellender Memorial
Assistant Varsity Volleyball Coach	Ellender Memorial
Boys' Head 8 th /9 th Basketball Coach	Ellender
Memorial	
Boys' Head 8 th /9 th Track Coach	Ellender Memorial
Cross Country Coach	Ellender Memorial
Cheerleader Sponsor	Ellender Memorial
Dance Team Sponsor	Montegut/Lacache
	Middle

Cheerleader Sponsor	Oaklawn Jr. High
Girls' Head Varsity Soccer Coach	South Terrebonne
Girls' Head Varsity Volleyball Coach	South Terrebonne
Girls' 8 th /9 th Volleyball Coach	South Terrebonne
Girls' Head 8 th /9 th Softball Coach	South Terrebonne
Girls' Head 8 th /9 th Basketball Coach	South Terrebonne
Boys' Assistant Varsity Basketball Coach	South Terrebonne
Boys' Head 8 th /9 th Track Coach	South Terrebonne
Head Golf Coach	Terrebonne High
Assistant Varsity Baseball Coach	Terrebonne High
Assistant Varsity Basketball Coach	Terrebonne High
Head Girls' Track Coach	Terrebonne High

(b) Leave of Absence

1) Sabbatical Leave (Professional or Cultural Improvement)

RECOMMENDATION: That the Board approve a sabbatical leave (for professional or cultural improvement) in accordance with Policy (FILE: F-11.1) for a teacher at H. L. Bourgeois High School for the first semester of the 2003-2004 school session.

(3) PURCHASING SECTION

(a) Consideration of Approval of Bids Received on Hunting and Trapping Privileges on Section 16 Lands

RECOMMENDATION: That the Board accept, as presented, high bids meeting all specifications on hunting and trapping privileges on Section 16 Lands, subject to receipt of appropriate insurance certificates.

(b) Consideration of Approval of Bid Received on Cafeteria Replacement Furniture

RECOMMENDATION: That the Board accept the low bid meeting all

specifications, as presented, on cafeteria replacement furniture from The Rowley Group, Metairie, LA for sixty-six (66) tables @ \$314.27/each in the total amount of \$20,741.82.

- (c) **Consideration of Approval of Bids Received on Milk, Milk Products, and Ice Cream**

RECOMMENDATION: That the Board accept low bids meeting all specifications on milk, milk products, and ice cream, as presented.

- (d) **Consideration of Approval of Bids Received on Kitchenware**

RECOMMENDATION: That the Board accept low bids meeting all specifications on kitchenware, as presented.

- (e) **Consideration of Approval of Bids Received on Linen Service**

RECOMMENDATION: That the Board accept, as presented, the bid received from Cintas Corporation, Thibodaux, LA for linen service.

- (f) **Consideration of Approval of Bids Received on Supplies and Disposables**

RECOMMENDATION: That the Board accept low bids meeting all specifications on supplies and disposables, as presented.

- (g) **Consideration of Approval of Bids Received on Materials, Supplies, Equipment and Services for the Auxiliary Services Department**

RECOMMENDATION: That the Board accept low bids meeting all specifications on materials, supplies, equipment and services for the Auxiliary Services Department for a twelve (12) month contract, as presented.

- (h) Request Board Authorization to Readvertise for Bids on Bread for the 2003-2004 School Year

RECOMMENDATION: That the Board reject the bids received on bread for the 2003-2004 School Year (failed to comply with bid specifications) and authorize the Purchasing Department to readvertise.

- (i) Request Board Authorization to Readvertise for Bids on Juice for the 2003-2004 School Year

RECOMMENDATION: That the Board reject the bids received on juice for the 2003-2004 School Year (failed to comply with bid specifications) and authorize the Purchasing Department to readvertise.

(following reports)

RLB