

## PROCEEDINGS OF THE TERREBONNE PARISH SCHOOL BOARD

February 17, 2004

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. Clark J. Bonvillain, President, presiding, and the following members present: Mr. L. P. Bordelon, III, Vice-President; Mr. Roosevelt Thomas, Mr. Gregory Harding, Mr. Richard Jackson, Mr. Rickie Pitre, Mr. Donald Duplantis, and Mr. Hayes Badeaux.

ABSENT: Mr. Roger Dale DeHart

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

Motion of Mr. Jackson, seconded by Mr. Bordelon, unanimously carried, the Board approved the minutes of the School Board meeting of February 3, 2004, as recorded.

At this time, President Bonvillain recognized Mr. Charlie Vandercook, former School Board Member, who was in attendance at tonight's meeting.

Mr. Tim Osborn and Dr. Roy K. Dokka, representing NOAA Coastal Services Center, presented a plaque to the Terrebonne Parish School Board relative to the installation of a continuously operating reference station on the Special Education Building in Houma, LA.

The Education and Policy Committee report was presented to the Board with Mr. Badeaux, Chairman, presiding:

Dear Members of the Board:

The Education and Policy Committee met on Monday, February 2, 2004, at 5:00 P.M., in the Board Room of the School Board Office with the following members present: Mr. Hayes Badeaux, Chairman, Mr. Rickie Pitre, Vice-Chairman, and Mr. Richard Jackson. Also in attendance were Mr. L. P. Bordelon, III, Vice-President, Mr. Roosevelt Thomas, Superintendent Elizabeth Scurto, and members of the staff.

Mr. Ed Richard, Jr., Supervisor of Personnel, presented information to the Committee regarding policy FILE: A-9.1, School Calendar.

### **RECOMMENDATION #1:**

The Committee recommends that the Board approve revised policy FILE: A-9.1, School Calendar, as presented.

FILE: A-9.1

## SCHOOL CALENDAR

### **FISCAL YEAR**

The fiscal and statistical year shall begin on the first day of July in each year and end June 30<sup>th</sup> of the following year.

### **SCHOOL AND WORK CALENDAR**

The Superintendent and the Employee Representative Committee shall submit several school calendars for the succeeding year to a vote of the employees. The calendar selected by a majority vote of employees shall be submitted by

the Superintendent for Board approval at a regular meeting of the Board ~~in~~ **no later than** April. The annual school calendar adopted by the Board shall reflect a minimum session of 182 days of which at least 177 days shall be scheduled to provide the required instructional time. The School Board may authorize some or all of its schools to modify the number of instructional days per year provided the total number of instructional minutes per year is no less than the minimum number of instructional minutes per day multiplied by the minimum number of instructional days required by law. The Board may designate certain days for in-service training, reporting to parents, emergencies and other activities which the Board deems appropriate and necessary.

In the event the school calendar selected does not reflect 240 workdays, then the Superintendent and the Employee Representative Committee shall submit a second ballot to the 240-day employees. The additional necessary days receiving a majority vote shall be the days worked.

Revised: January 1999

Revised: August 2001

Ref: La. Rev. Stat. Ann. §§17:154, 17:154.1, 17:154.3, 17:225; Louisiana Handbook for School Administrators, Bulletin 741, State Department of Education; Board minutes, 3-17-59, 5-21-91.

Mrs. Carolyn Daniels, Supervisor of Special Education, presented information to the Committee regarding the employment of three (3) social workers (attachment).

#### **RECOMMENDATION #2:**

The Committee recommends that the Board approve the employment of three (3) social workers with the total cost to be approximately \$139,272, with IDEA bearing all costs except the 1¢ sales tax fund for appropriate salary and benefit portion.

Mr. Patrick Luke, Supervisor of Child Welfare and Attendance, presented information to the Committee regarding policy FILE: H-3.5b, Suspension/Expulsion.

#### **RECOMMENDATION #3:**

The Committee recommends that the Board approve revised policy FILE: H-3.5b, Suspension/Expulsion, as presented.

FILE: H-3.5b

### **SUSPENSION/EXPULSION**

#### **SUSPENSION**

The Terrebonne Parish School Board recognizes its authority to maintain good order and discipline within the schools of the school district. Therefore, the Board recognizes the principal's authority to suspend a pupil in accordance with statutory provisions. The term of suspension may carry over into the next school year, when necessary, unless otherwise provided for in state statutes. In each case of suspension, the school principal or designee shall contact the parent, tutor, or legal guardian of the pupil to notify him/her of the suspension and establish a date and time for a conference with the principal or designee as a requirement for readmitting the pupil.

#### **EXPULSION**

Expulsion is defined as a removal from all regular school settings for a period of not less than one (1) school semester. The Board shall authorize the Superintendent to expel a pupil from school if an offense committed by the pupil is serious enough to warrant such action or is in violation of state law. Upon the recommendation for expulsion of a pupil by the principal, the Superintendent or designee shall conduct a hearing to determine the facts of the case and make a finding of whether or not the student is guilty of conduct warranting a recommendation of expulsion. Upon the conclusion of the hearing and upon finding the student guilty of conduct warranting expulsion, the Superintendent shall determine whether such student shall be expelled and the specified period of expulsion, or if other disciplinary action shall be taken. Unless otherwise stipulated by state statutes, the period of expulsion shall not be less than one (1) school semester and may carry over into the next school year, if necessary.

At the hearing, the teacher shall be permitted to attend and present any relevant information. Until the hearing, the pupil shall remain suspended. At the conclusion of the hearing, the Superintendent or designee shall determine whether expulsion or other corrective action is necessary.

#### REASONS FOR SUSPENSION/EXPULSION

Reasons for suspending or expelling a student from school shall include, but not be limited to the following:

- A. Is guilty of willful disobedience
- B. Treats with intentional disrespect school employees or members of the local school board
- C. Makes unfounded charges against school employees or members of the local school board
- D. Uses unchaste or profane language
- E. Is guilty of immoral or vicious practices or of conduct or habits injurious to his/her associates
- F. Uses tobacco or possesses alcoholic beverages or any controlled dangerous substance governed by the Uniform Controlled Dangerous Substance Law, in any form, in school buildings, on school grounds, at any school-sponsored activity, or on school buses owned by, contracted to, or jointly owned by the Board
- G. Disturbs the school and/or habitually violates any rule
- H. Cuts, defaces, or injures any part of public school buildings, any property belonging to the buildings, or any school buses owned by, contracted to, or jointly owned by the Board
- I. Writes any profane or obscene language or draws obscene pictures in or on any school material or on any public school premises or on any fence, pole, sidewalk, or building on the way to or from school or on any school bus, including those owned by, contracted to, or jointly owned by the Board
- J. Is found carrying firearms, knives, or other implements which can be used as weapons, the careless use of which might inflict harm or injury
- K. Throws missiles liable to injure other persons on the school grounds or while on any school bus, including those owned by, contracted to, or jointly owned by the Board

- L. Instigates or participates in fights while under school supervision
- M. Violates traffic and safety regulations
- N. Leaves the school premises without permission
- O. Leaves his/her classroom during class hours or detention without permission
- P. Is habitually tardy or absent
- Q. Is using, distributing, or is in possession of weapons, illegal drugs, alcohol, and unauthorized telecommunication devices
- R. Commits any other serious offense.

School officials, in accordance with statutory provisions, shall have total discretion and shall exercise such discretion in imposing on a pupil any disciplinary actions authorized by state law for possession by a pupil of a firearm or knife on school property when such firearm or knife is stored in a motor vehicle, and there is no evidence of the pupil's intent to use the firearm or knife in a criminal manner.

#### RECUSAL OF ADMINISTRATOR IN DISCIPLINE MATTERS

Any school administrator or administrator's designee who is required to make a recommendation, decide an issue, or take action in a matter involving the discipline of a student shall recuse himself/herself whenever a member of the immediate family of the administrator or administrator's designee is involved in any manner in the discipline matter. In case of recusal, the action to be taken shall be done so by the Superintendent or an impartial designee of the Superintendent. *Immediate family* means the individual's children, brothers, sisters, parents, and spouse and the children, brothers, sisters, and parents of the spouse.

#### PROCEDURES

- A. The principal shall immediately suspend a student who is found carrying or possessing a firearm or knife, the blade of which equals or exceeds two (2) inches in length, or other dangerous instrumentalities, or who distributes, sells, gives, or loans any controlled dangerous substance governed by the Uniform Controlled Dangerous Substances Law, in any form. The principal shall immediately recommend the student's expulsion, except that, in the case of a student in kindergarten through grade five (5) who is found carrying or possessing a knife as described above, the principal may, but shall not be required to, recommend the student's expulsion.

A student found carrying or possessing a knife with a blade less than two (2) inches in length may be suspended by the school principal, but, in appropriate cases, at a minimum, shall be placed in *in-school suspension*.

- B. Any student, after being suspended on three (3) occasions during the same school year, shall on committing the fourth offense, be expelled from all the public schools of the parish until the beginning of the next regular school year, and the pupil's reinstatement shall be subject to the review and approval of the Board.
- C. State law requires the Superintendent to expel a pupil for minimum periods of time if the pupil is found guilty of certain offenses, as follows:
  - 1. Any student, regardless of age, who is found guilty of being in possession of a firearm on school property, on a school bus or in actual possession at a school-sponsored event, pursuant to a hearing, shall be expelled

from school for a minimum period of twelve (12) calendar months and shall be referred to the district attorney for appropriate action.

2. Any student, sixteen (16) years of age or older, found guilty of possession of, or knowledge of and intentional distribution of or possession with intent to distribute any illegal narcotic, drug, or other controlled substance on school property, on a school bus or at a school-sponsored event, pursuant to a hearing, shall be expelled from school for a minimum of twenty-four (24) calendar months ~~and shall be referred to the district attorney for appropriate action.~~ unless such student has agreed to participate and participates full-time in a juvenile drug court program operated by a court in Louisiana as required by the Board. Such student may be placed by the School Board in an alternative education program for suspended and expelled students approved by the Louisiana Board of Elementary and Secondary Education (BESE).
  3. Any student who is under sixteen (16) years of age and in grades six (6) through twelve (12) and who is found guilty of possession of, or knowledge of and intentional distribution of or possession with intent to distribute any illegal narcotic, drug, or other controlled substance on school property, on a school bus, or at a school-sponsored event pursuant to a hearing shall be expelled from school for a minimum period of twelve (12) calendar months ~~and shall be referred to the district attorney for appropriate action.~~ unless such student has agreed to participate and participates full-time in a juvenile drug court program operated by a court in Louisiana as required by the Board. Such student may be placed by the School Board in an alternative education program for suspended and expelled students approved by the Louisiana Board of Elementary and Secondary Education (BESE).
  4. Any case involving a student in kindergarten through grade five (5) found guilty of possession of, or knowledge of and intentional distribution of or possession with intent to distribute any illegal narcotic, drug, or other controlled substance on school property, on a school bus, or at a school-sponsored event, pursuant to a hearing, shall be referred to the Board through a recommendation for action from the Superintendent.
- D. The Terrebonne Parish School Board requires the Superintendent to expel a pupil for minimum periods of time if the pupil is found guilty of certain offenses, as follows:
1. Any student who is under sixteen (16) years of age and in grades six (6) through twelve (12) and who is found guilty of being in possession of a weapon on school property, pursuant to a hearing, shall be expelled from school for a minimum period of six (6) calendar months and shall be referred to the district attorney for appropriate action.
  2. Any student sixteen (16) years or older who is found guilty of being in possession of a weapon on school property, on a school bus or in actual possession at a school-sponsored event, pursuant to a hearing, shall be expelled from school for a minimum period of twelve (12) months and shall be referred to the district attorney for appropriate action.
- E. The conviction of any student of a felony or the incarceration of any student in a juvenile institution for an act which, had it been committed by an adult, would have constituted a felony, may be cause for expulsion of the student for a period of time as determined by the Board, provided that such expulsion shall require the vote of *two-thirds* of the elected members of the Board.
- F. The parent or tutor of the student may submit a written request within five (5) days after the decision of the hearing is rendered that the Board review the

findings of the Superintendent or designee at a time set by the Board; otherwise, the decision of the Superintendent shall be final. If requested, as herein provided, and after reviewing the findings of the Superintendent or designee, the Board may affirm, modify, or reverse the action previously taken.

- G. The principal shall promptly advise the Superintendent or designee of all such suspensions, stating the reasons for the suspensions. No suspended pupil shall be allowed to leave the school premises during the school day until parent, guardian, or other proper authorities assume responsibility for him/her, unless immediate removal from school due to danger or threat of disruption to academic process is warranted.

The principal and other appropriate personnel shall be required to file written documentation of all suspensions. Said documentation shall include the circumstances surrounding any suspension, the reason for suspension, and any other pertinent facts concerning the disciplinary action. The principal shall file copies of his/her report with the Superintendent, other appropriate personnel, and the parent or guardian and retain a copy for his/her records.

#### READMITTANCE

- A. No student who has been expelled shall be admitted to any public school in any other parish or city school system in the state except upon the review and approval of the Superintendent or the Supervisor of Child Welfare and Attendance as his/her designee.
- B. Upon request for admittance, any student who has been expelled from any school shall provide the Board information on the dates of any expulsions and the reason or reasons for which the student was expelled. Additionally, the transfer of a student's records by any public school or school system in the state to any other public or nonpublic school or school system shall include information on the dates of any expulsions and the reason or reasons for which the student was expelled.
- C. Any student expelled from school may be readmitted on a probationary basis to school at any time during the specified period of expulsion on such terms and conditions as may be stipulated by the Board and agreed to in writing by the student and by the student's parent or other person responsible for the student's school attendance. However, any such written agreement shall include a provision that upon the school principal's or Superintendent's making a determination that the student has violated any term or condition agreed to, the student shall be immediately removed from the school premises without the benefit of any hearing or other procedure applicable to student suspensions and expulsions.
- D. A pupil who has been expelled from any school in or out of state for possessing on school property or on a school bus, a firearm, knife, or other dangerous weapon, or possessing or possession with intent to distribute or distributing, selling, giving, or loaning while on school property or a school bus any controlled dangerous substance shall not be readmitted to any school until the pupil has enrolled and participated in an appropriate rehabilitation or counseling program related to the reason(s) for the expulsion. The rehabilitation or counseling programs shall be provided by such programs approved by the juvenile or family court having jurisdiction, if applicable, or by the Board. The requirement for enrollment and participation in a rehabilitation or counseling program shall be waived only upon the pupil's attesting in writing that no appropriate program is available in the area or that the pupil cannot enroll or participate due to financial hardship.

#### PARENTAL CONFERENCE

In each case of suspension or expulsion, the principal or designee shall contact the parent, tutor, or legal guardian to notify the parent, tutor, or legal guardian of the suspension or expulsion and to set up a conference. "Notice" shall be given by contacting the parent, tutor, or legal guardian by telephone at the telephone number shown on the pupil's registration card or by sending a certified letter to the address shown on the pupil's registration card. In the case of expulsion, a certified letter must be sent.

If the parent, tutor, or legal guardian fails to attend the required conference set by the principal within five (5) school days of notification, the truancy laws shall be effective. On not more than one occasion each school year when the parent, tutor, or legal guardian refuses to respond, the principal may determine whether readmitting the pupil is in the best interest of the pupil. On any subsequent occasions in the same school year, the pupil shall not be readmitted unless the parent, tutor, or legal guardian, court or other appointed representative responds.

In any case where a teacher, principal, or other school employee is authorized to require the parent, tutor, or legal guardian of a pupil to attend a conference or meeting regarding the pupil's behavior and after notice, the parent, tutor, or legal guardian willfully refuses to attend, the principal or designee shall file a complaint, in accordance with statutory provisions, with a court exercising juvenile jurisdiction.

#### SUSPENSION NOT APPLICABLE

Suspension of a student shall not apply to the following:

1. A student carrying or possessing a firearm or knife for purposes of involvement in a school class, course, or school-approved co-curricular or extracurricular activity or any other activity approved by appropriate school officials
2. A student possessing any controlled dangerous substance that has been obtained directly or due to a valid prescription or order from a licensed physician

However, such student shall carry verifiable evidence of that prescription or physician's order on his/her person at all times when in possession of any controlled dangerous substance.

Revised: August 1999

Revised: February 2001

Revised: August 2003

Ref: 18 U.S.C.921, 20 U.S.C. 2701 et seq.; La. Rev. Stat. Ann. §§17:223, 17:416, 17:416.1, 17:416.3, 17:2092; Goss v. Lopez, 95 S.Ct. 729 (1973); Regulations for Implementation of the Exceptional Children's Act, Bulletin 1706, Louisiana Department of Education; Board minutes, 3-17-98, 10-17-00.

Mr. Luke presented information to the Committee relative to revised policy FILE: H-3.6, Student Health Services.

#### RECOMMENDATION #4:

The Committee recommends that the Board approve revised policy FILE: H-3.6, Student Health Services, as presented.

FILE: H-3.6

### STUDENT HEALTH SERVICES

#### HEARING AND VISION SCREENING

The School Board, ~~shall test the sight and hearing of all Pre-K through first grade students within the first two (2) months of school~~ during the first semester of the school year, or within thirty (30) days after the admission of students entering school late in the session, shall test the sight, including color screening for all first grade students, and hearing of each and every student under their jurisdiction, except those students whose parents or guardians may object to such tests. ~~All new students entering the system will be screened within thirty (30) days after admission. Students whose parents or guardians object to such tests will be exempt from these tests.~~

A record of such examination shall be kept and the administrators shall be required to follow up on the deficiencies within sixty (60) days, and shall notify in writing the parent or tutor of every pupil found to have any defect of sight or hearing. A written report of all such examinations shall be made to the state superintendent of education but shall not be made available to the public.

#### TESTING FOR DYSLEXIA

Upon the request of a parent, student, school nurse, classroom teacher, or other school personnel who has reason to believe that a student has a need to be tested for dyslexia, that student shall be referred to the school building level committee for additional testing. The Board may provide for additional training for school nurses to aid in identifying dyslexic students.

For purposes of this policy, *dyslexia* shall be defined as difficulty with the alphabet, reading, reading comprehension, writing, and spelling in spite of adequate intelligence, exposure, and cultural opportunity.

#### ADMINISTERING CATHETERS

The Board does not require any employee other than a registered nurse or a licensed medical physician to catheterize any student until all of the following conditions have been met:

- (1) A registered nurse or licensed medical physician, employed by the Board, has assessed the health status of the specific child in his specific educational setting. The registered nurse has determined that the procedure could be safely performed, the results are predictable and could be delegated to someone other than a registered nurse following documented training.
- (2) The registered nurse or licensed medical physician shall train at least two (2) employees to catheterize the specific child in his educational setting. The employees shall be given not less than eight (8) hours of training in the area of catheterization of students.
- (3) Following the training provided for in #2, no catheterization may be performed unless prescribed in writing by a licensed medical physician. The employee, other than the registered nurse or licensed medical physician, shall be required to complete, under the direct supervision of a registered nurse, a minimum of five (5) catheterizations. Upon one hundred percent successful completion of these catheterizations, the registered nurse or licensed medical physician and the trainee shall sign a standard form indicating that the trainee has attained the prescribed level of competency. A copy of this form shall be kept on file by the school system.
- (4) Individuals who are required to perform catheterizations and have been trained according to statutory provisions, may not decline to perform such service except as exempted by a licensed medical physician or a registered nurse. The reasons for such exemption shall be documented and certified

by the licensed medical physician or a registered nurse within seventy-two (72) hours.

- (5) Any employee shall have the right to request that another School Board employee be present while catheterizing the student, to serve as a witness to the procedure. After making such a request, the employee shall not be required to catheterize a student without such a witness.

The provisions of this part of the policy shall be restricted to those students who have had intermittent catheterization prescribed as a treatment for urinary or neurologic dysfunction and not for continuous bladder drainage or to obtain urine specimens for diagnostic purposes. No employee shall be requested to catheterize any student for continuous bladder drainage or to obtain urine specimens for diagnostic purposes.

#### PERFORMING NONCOMPLEX HEALTH PROCEDURES

The term *noncomplex health procedure* shall mean a task which is safely performed according to exact directions, with no need to alter the standard procedure, and which yields predictable results. It shall include the following:

- (1) Modified activities of daily living which require special instruction such as toileting/diapering, bowel/bladder training, toilet training, oral/dental hygiene, lifting/positioning, and oral feeding.
- (2) Health maintenance procedures such as postural drainage, percussion, tracheotomy and oral pharyngeal suctioning, gastrostomy feeding and monitoring of these procedures.
- (3) Screenings such as growth, vital signs, hearing, vision, and scoliosis.

The School Board does not require any employee other than a registered nurse, licensed medical physician, or an appropriate licensed health professional to perform noncomplex health procedures until all the following conditions have been met:

- (1) A registered nurse or a licensed medical physician and, when appropriate, another licensed health professional employed by the Board, has assessed the health status of the specific child in his specific educational setting and has determined that, according to the legal standards of the respective licensed health professional performing such procedure, the procedure can be safely performed, the results are predictable, and the procedure can be delegated to someone other than a licensed health professional following documented training.
- (2) The registered nurse or the licensed medical physician and, when appropriate, another licensed health professional shall train, in his or her area of expertise, at least two (2) such employees to perform noncomplex health procedures on the specific child in his educational setting. The employees shall be given not less than four (4) hours of training in the area of noncomplex health procedures.
- (3) Following the training provided for in #2, no noncomplex health procedure, except screenings and activities of daily living such as toileting/diapering, toilet training, oral/dental hygiene, oral feeding, lifting, and positioning may be performed unless prescribed, in writing, by a physician licensed to practice medicine in the State of Louisiana or an adjacent state.

The employee, other than the registered nurse, licensed medical physician, or appropriate licensed health professional shall be required to complete, under the direct supervision or coordination of a registered nurse, a minimum of three (3) satisfactory demonstrations. Upon satisfactory completion of these noncomplex health procedures, the

registered nurse, licensed medical physician, or appropriate licensed health professional and the trainee shall sign a standard form indicating that the trainee has attained the prescribed level of competency. A copy of this form shall be kept on file by the school system.

- (4) Individuals who are required to perform noncomplex health procedures and have been trained according to the provisions of this section, may not decline to perform such service at the time indicated except as exempted for reasons as noted by the licensed medical physician or registered nurse. The reasons for such exemption shall be documented and certified by the licensed medical physician or a registered nurse within seventy-two (72) hours.
- (5) An employee shall have the right to request that another Board employee be present while he/she is performing noncomplex health procedures for a student, to serve as a witness to the procedure. After making such a request, the employee shall not be required to perform noncomplex health procedures without such a witness.

The School Board shall provide the necessary safety equipment, materials, and supplies to each employee who performs noncomplex health procedures. Such safety equipment, materials, and supplies shall include but not be limited to gloves, anti-bacterial soaps and wipes, paper towels and masks.

For the purposes of this policy, *employee* means any appropriate member of the education staff.

Revised: December 1997

**Revised: August 2003**

Ref: Irving Independent School District v. Tatro, 104 S.Ct. 33371 (1984); La. Rev. Stat. Ann. §§14:403, **40:31.3**, 17:170, 17:435, 17:436, 17:2112.

Mr. Luke presented information to the Committee regarding revised policy FILE: H-3.3g, Electronic Telecommunication Devices.

#### **RECOMMENDATION #5:**

The Committee recommends that the Board approve revised policy FILE: H-3.3g, Electronic Telecommunication Devices, as presented.

FILE: H-3.3g

### **ELECTRONIC TELECOMMUNICATION DEVICES**

No ~~person~~ student, unless authorized by the school principal or his/her designee, shall use, ~~possess~~, or operate any electronic telecommunication device, including any facsimile system, radio paging service, mobile telephone service, intercom, or electro-mechanical paging system in any elementary or secondary school building, or on the grounds thereof or in any school bus used to transport public school students. A violation of these provisions may be grounds for disciplinary action, including but not limited to, suspension from school. ~~or referral of the pupil to the juvenile court of the parish.~~ Appropriate law enforcement agencies shall be notified of any person, other than a pupil or school employee, who violates this policy while on school property without authority and such person(s) shall be dealt with under the criminal laws of the state. Nothing shall prohibit the use and operation by any person, including students, of any electronic telecommunication device in the event of an emergency. Emergency shall mean an actual or imminent threat to public health or safety which may result in loss of life, injury, or property damage.

For purposes of this policy, the terms *use* and *operation* shall mean whenever the electronic telecommunication device is turned on.

~~NOTE: On a daily operational basis school administrators do not search for or interfere with cellular telephones mounted or left in automobiles. However, any infractions resulting from the use of such car phones are subject to disciplinary/legal actions in accordance with the above stated policy.~~

Revised: August 2003

Ref: La. Rev. Stat. Ann. §§17:239, 17:416, 17:416.1.

There being no further business to come before the Education and Policy Committee, the meeting was adjourned.

Respectfully submitted,

/s/ Hayes Badeaux, Chairman  
/s/ Rickie Pitre, Vice-Chairman  
/s/ Richard Jackson

Motion of Mr. Jackson, seconded by Mr. Pitre, unanimously carried, the Board approved revised Policy (FILE: A-9.1, School Calendar), as outlined in the foregoing report.

Mr. Duplantis moved, seconded by Mr. Thomas, that the Board approve the employment of three (3) social workers with the total cost to be approximately \$139,272.00, with IDEA bearing all costs, except the 1¢ sales tax fund for appropriate salary and benefit portion.

Substitute motion of Mr. Bordelon, seconded by Mr. Bonvillain, unanimously carried, the Board tabled the foregoing motion regarding the employment of three (3) social workers.

Motion of Mr. Thomas, seconded by Mr. Pitre, unanimously carried, the Board approved revised Policy (FILE: H-3.5b, Suspension/Expulsion), as outlined in the foregoing report.

Motion of Mr. Jackson, seconded by Mr. Bonvillain, unanimously carried, the Board approved revised Policy (FILE: H-3.6, Student Health Services), as outlined in the foregoing report.

Motion of Mr. Thomas, seconded by Mr. Bordelon, unanimously carried, the Board approved revised Policy (FILE: H-3.3g, Electronic Telecommunication Devices), as outlined in the foregoing report.

The Education and Policy Committee report was concluded, and the President reassumed the chair.

The report of the Buildings, Food Service, and Transportation Committee was then presented to the Board.

Motion of Mr. Duplantis, seconded by Mr. Pitre, unanimously carried, the Board received the following report of the Buildings, Food Service, and Transportation Committee in its entirety with Mr. Bordelon, Chairman, presiding:

Dear Members of the Board:

The **Buildings, Food Service, and Transportation Committee** met on Monday, February 9, 2004, at 5:00 P. M. in the Board Room of the School Board Office, 201 Stadium Drive, with the following members present: Mr. L. P. Bordelon, III,

Chairman; Mr. Gregory Harding, Vice-Chairman; and Mr. Roger Dale DeHart. Others in attendance were Mr. Richard Jackson, Mr. Roosevelt Thomas, Superintendent Elizabeth Scurto, and members of the staff.

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

Mr. Merlin Lirette, The Merlin Group, LTD, addressed the Comprehensive Master Facility Plan. He presented an update on the project and stated a facility-planning questionnaire was developed and sent to all sites. Once these questionnaires are received and analyzed, a physical survey of all sites will be performed by The Merlin Group, LTD.

Mr. DeHart addressed an update on the removal of tree stumps at Mulberry Elementary School. Superintendent Scurto presented an overview of this situation. Mr. Davis stated that the Terrebonne Parish Consolidated Government has issued the work order to have the property surveyed and that as soon as this is completed, and the weather cooperates, the drainage ditch will be cleaned and the tree stumps will be removed.

Mr. DeHart addressed the issue of a canopy at the School for Exceptional Children. The canopy would extend from the main building to a center location between the cottages with a bus unloading area on the cottage lane. Mr. Davis stated that the estimated costs of the project are as follows: materials only and installed by the maintenance department - \$6,958.00, and if contractor installed - \$18,816.00. Mr. Davis also stated that this request will be considered in the budget of 2004-2005.

Mr. DeHart addressed the fence survey at all sites. Superintendent Scurto stated that this survey will be done in conjunction with the Comprehensive Facility Master Plan. Mr. Davis stated that if funds are available a fence will be installed first at the Vocational Technical High School, and then at Mulberry Elementary School.

The Committee was presented with a monthly update on projects and maintenance issues.

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

Respectfully submitted,

/s/ L. P. Bordelon, III, Chairman  
 /s/ Gregory Harding, Vice-Chairman  
 /s/ Roger Dale DeHart

The Buildings, Food Service, and Transportation Committee report was concluded, and the President reassumed the chair and presided for the remainder of the proceedings.

Motion of Mr. Thomas, seconded by Mr. Jackson, unanimously carried, the Board approved a request to allow Ms. Annette Beaudry and Ms. Elizabeth Kolwe, Family Literacy Classroom Teachers, and Ms. Mary J. Hebert, Family Literacy Paraprofessional, Terrebonne Parish Adult Education Center, to attend the 2004 National Conference on Family Literacy in Lake Buena Vista, Florida, March 1-3, 2004 (Monday-Wednesday), in accordance with Policy (FILE: F-11.2), expenses to be borne by Adult Education Family Literacy Grant, Project #0443-55.

Motion of Mr. Jackson, seconded by Mr. Bordelon, unanimously carried, the Board approved a request to allow Ms. Alma Dark, Operation Move II Program Manager, and Ms. Lydia Alleman, Grant Writer, Federal Department, to attend the 21<sup>st</sup> Century Community Learning Centers Training III Sustainability Training Workshop

in Atlanta, Georgia, March 10-11, 2004 (Wednesday-Thursday), in accordance with Policy (FILE: F-11.2), expenses to be paid by Operation Move II Fund and Grant Writer Fund.

Motion of Mr. Jackson, seconded by Mr. Bordelon, unanimously carried, the Board approved a request to allow Ms. Heather Blanchard and Ms. Debbie Volquardts, Teachers at Dularge Middle School, to attend a two-day seminar entitled "601: Advanced Reading Renaissance" in Gatlinburg, Tennessee, March 30-31, 2004 (Tuesday-Wednesday), in accordance with Policy (FILE: F-11.2), expenses to be paid through NCLB Title I Fund.

Motion of Mr. Jackson, seconded by Mr. Thomas, unanimously carried, the Board approved a request to allow Ms. Kathleen Brown, Teacher/Coordinator; Ms. Julie Hebert, Secretary and Literacy Pro Technician; and Ms. Bernadette Pellegrin, Paraprofessional, Terrebonne Parish Adult Education Center, to attend the Commission on Adult Basic Education (COABE) National Conference in Columbus, Ohio, April 23-28, 2004 (Friday-Wednesday), in accordance with Policy (FILE: F-11.2), expenses to be borne by Adult Education Grant, Project #0444.55.

Motion of Mr. Duplantis, seconded by Mr. Jackson, unanimously carried, the Board approved a request to allow Ms. Ellen Lusco, Assistant Principal, Ms. Tara Martin and Ms. Holly Thibodeaux, Teachers, Acadian Elementary School; Ms. Elizabeth Ashley, Ms. Suzanne Boudreaux, Ms. Patricia Haydel, Ms. Shirley LeCompte, Ms. Elizabeth Lirette, and Ms. Dymphna Theriot, Teachers, Grand Caillou Elementary School; and Ms. Judy Gaspard, Principal; Ms. Patty Lajaunie, Assistant Principal; Ms. Freda Doxey, Special Education Facilitator; Ms. Joyce Allen, Ms. Reba Babin, Ms. Shawn Boquet, Ms. Pam Carlos, Ms. Janelle Cunningham, Ms. Lana Dancer, Ms. Lisa Darcey, Ms. Deanna Dupre, Ms. Carolyn Elkins, Ms. Sabrina LaBauve, Mr. Troy Mathews, Ms. Holly Michel, Ms. Carmen Padilla, Ms. Christy Scott, Ms. Angelle Touns, and Ms. Joan Whitney, Teachers, Grand Caillou Middle School, to attend the 20<sup>th</sup> National Reading Styles Conference (NSRI) in San Antonio, Texas, July 9-14, 2004 (Friday-Wednesday), in accordance with Policy (FILE: F-11.2), expenses to be paid through Title I Fund.

At this time, President Bonvillain addressed the Board regarding "Matter Pertaining to Board Policy (FILE: C-3.3), Superintendent Election."

Motion of Mr. Badeaux, seconded by Mr. Pitre, with the exception of Mr. Duplantis who objected, the Board, in accordance with Policy (FILE: C-3.3), Superintendent Election, appointed a committee comprised of the following staff members who will create a brochure and an application package and also screen all applicants for the "Superintendent Vacancy" for a report back to the full Board, in writing: Mr. Philip Martin, Assistant Superintendent; Mr. Gerald Picou, Supervisor of Federal Programs; Ms. Linda Joseph, Supervisor of Child Welfare and Attendance; and Ms. Louise Whipple, Assistant Supervisor of Personnel.

Motion of Mr. Thomas, seconded by Mr. Badeaux, unanimously carried, the Board voted to adjourn its meeting (7:58 P.M.).

/s/ Elizabeth Scurto, Secretary  
President

/s/ Clark J. Bonvillain,

RLB