



# TANGIPAHOA PARISH SCHOOL SYSTEM BULLETIN

TIMELY INFORMATION OF SPECIAL INTEREST TO  
SCHOOL EMPLOYEES AND OTHERS IN THE COMMUNITY

**JULY 26, 2019**  
**NO. 21**

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**GAVIN VITTER, DIRECTOR OF HUMAN RESOURCES**

**TO: TPSS EMPLOYEES**

The Tangipahoa Parish School System is now accepting applications for:

**ASSISTANT PRINCIPAL (2 POSITIONS)**  
**PONCHATOULA JUNIOR HIGH SCHOOL - PONCHATOULA**  
**JEWEL M. SUMNER MIDDLE SCHOOLS - KENTWOOD**

**SCHOOL SECRETARY – 9 MONTH (2 POSITIONS)**  
**LORANGER HIGH SCHOOL – LORANGER**  
**O.W. DILLON LEADERSHIP ACADEMY - KENTWOOD**

*Tangipahoa Parish School System does not discriminate on the basis of race, color, national origin, sex, age, disabilities or veteran status. We are an equal opportunity employer.*

Friday, July 26, 2019

**\*\*\*\*NOTICE\*\*\*\***

The Tangipahoa Parish School System is now accepting applications for the position(s) listed below:

DEADLINE: August 2, 2019

POSITION: SCHOOL SECRETARY (9 Month) – 2 Positions

SALARY: \$18,958 - \$26,144

LOCATIONS: Loranger High School, Loranger Louisiana  
O. W. Dillon Leadership Academy, Kentwood Louisiana

CRITERIA: High School Diploma or Equivalency Certificate and passing scores on Civil Service Tests for Office Support Exam or Coast Exam, or successful completion of coursework leading to an Associate Degree in Office Administration or successfully completed related coursework at State Approved Vocational School, State Approved Business School. Transcripts, Diplomas, Certificates of Completion and/or Civil Service Test Scores must be submitted with application.

Please address application and any other information to Gavin Vitter, Director of Human Resources, 59656 Puleston Road, Amite, Louisiana, 70422. Submit a letter stating specifically the position for which you are applying. Be sure to show your complete address and telephone number.

Applicants should indicate references, qualifications, past work experience, personal data, and include verification that they meet the established criteria stated. All credentials listed in the criteria section MUST accompany your application.

Applicants must apply before the deadline even if a previous application is on file, as previous applications will not be considered.

We are an Equal Opportunity Employer. We do not discriminate on the basis of race, religion, sex, age, national origin or disability.

**MELISSA M. STILLEY**  
**Superintendent**

**\*\*\*\*NOTICE\*\*\*\***

The Tangipahoa Parish School System is now accepting applications for the positions listed below:

DEADLINE: August 8, 2019

POSITIONS: ASSISTANT PRINCIPAL

SALARY: \$48,230 - \$66,129  
(based on years of experience and degree)

LOCATIONS: Ponchatoula Jr. High School, Ponchatoula, Louisiana  
Jewel M. Sumner Middle School, Kentwood, Louisiana

CRITERIA: Applicants must currently hold full Louisiana State Certification to serve as Principal and the certification must be listed on their teaching certificate by August 8, 2019 or the applicant must provide Tangipahoa Parish School System with an Educational Leader eligibility letter from the Louisiana Department of Education dated on or before August 8, 2019.

**INDIVIDUAL'S PRIMARY RESPONSIBILITY WILL BE DISCIPLINE.**

Please address application and any other information to Gavin Vitter, Director of Human Resources, 59656 Puleston Road, Amite, Louisiana, 70422. Submit a letter stating specifically the position for which you are applying. Be sure to show your complete address and telephone number.

Applicants should indicate references, qualifications, past work experience, personal data, and include verification that they meet the established criteria stated. All credentials listed in the criteria section MUST accompany your application.

Applicants must apply before the deadline even if a previous application is on file, as previous applications will not be considered.

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**MELISSA M. STILLEY**  
**Superintendent**