

MELISSA M. STILLEY  
SUPERINTENDENT



TRENT ANTHONY  
BOARD PRESIDENT

## **NOTICE**

**DEADLINE: August 16, 2026**

The Tangipahoa Parish School System (TPSS) is now accepting applications for the following:

POSITION: Secretary/School Finance Account Clerk (11 Months)

SALARY: \$26,591 - \$37,737 (Based on verified years of relevant experience)  
+ an additional 4 - 6% FAC Stipend

**BENEFITS:**

- Same working calendar as teachers
- Participation in teacher's retirement system
- Working hours 7:30am-3:00pm Monday-Friday

LOCATION: School Site To Be Determined

CRITERIA: Must have on or before the advertised deadline:

- High School Diploma or Equivalency Certificate with 2 years of Accounting and/or Bookkeeping experience; or
- Associates Degree in Office Administration/Accounting or related coursework at a State Approved Vocational School or State Approved Business School; or Bachelor's Degree or higher in Business

Applications for this position will only be accepted through the Frontline Recruit and Hire website: [www.applitrack.com/Tangischools/onlineapp](http://www.applitrack.com/Tangischools/onlineapp). Paper applications and/or email scanned attachment(s) will not be accepted or processed for consideration.

Submit your application through the Frontline Recruit and Hire portal before the deadline of **August 16, 2026**, even if a previous paper application is on file with TPSS Human Resources. Previous paper or email applications will not be considered.

IMPORTANT: Please be advised that all applicants who apply for this position should check their email account daily, including their SPAM folder, for communications regarding this advertisement.

The Tangipahoa Parish School System is an Equal Opportunity Employer. We do not discriminate on the basis of race, religion, sex, age, national origin, or disability.

**DATE ADVERTISEMENT POSTED: August 7, 2026**

**TANGIPAHOA PARISH**  
SCHOOL SYSTEM

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