

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

School Board Meeting – July 6, 2021

Order of Business

6:00 P.M.

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes of School Board Meeting of June 1, 2021, and Special School Board Meeting of June 22, 2021

RECOMMENDATION: That the Board approve the minutes of School Board Meeting of June 1, 2021, and Special School Board Meeting of June 22, 2021, as recorded.

6. Announcements

7/20

5:30 Executive Committee

6:00 Education, Technology, & Policy Committee
Buildings, Food Service, & Transportation Committee
Finance, Insurance, & Section 16 Lands Committee

8/3

6:00 Regular School Board Meeting

7. Board Committee Meeting Reports

A. Executive Committee (see attached Committee report of June 15, 2021, meeting)

- B. Finance, Insurance, & Section 16 Lands Committee (see attached Committee report of June 15, 2021, meeting)
 - C. Education, Technology, & Policy Committee (see attached Committee report of June 15, 2021, meeting)
 - D. Buildings, Food Service, & Transportation Committee (see attached Committee report of June 15, 2021, meeting)
8. Superintendent's Agenda
- A. Agenda Item
 - (1) Personnel Section
 - (a) Personnel Actions for Period of May 24, 2021, through June 18, 2021 [list of professional instructional and non-instructional/support personnel actions (appointments, resignations, and retirements – Information Only)]
9. Individual School Board Member
- A. Mr. Clyde Hamner – Legislative Update
10. Adjournment

Philip Martin, Superintendent
Terrebonne Parish School Board
201 Stadium Drive/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. 860-233, describing the assistance that is necessary.

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

July 6, 2021

Dear Members of the Board:

The EXECUTIVE COMMITTEE met at 4:30 P.M. on Tuesday, June 15, 2021, in the Board Room of the School Board Office with the following members present: Dr. MayBelle Trahan, vice president, and Mr. Michael LaGarde. Mr. Gregory Harding, president, was absent. Also in attendance were Mr. Matthew Ford, Mrs. Stacy Solet, Mr. Clyde Hamner, Superintendent Philip Martin, and Mrs. Rebecca Breaux.

Board vice president Trahan called the meeting to order. The meeting began with the invocation and Pledge of Allegiance to the Flag.

The Executive Committee examined and authorized payment of invoices for the current month (including supplemental payroll and travel expenses).

There were no Committee member concerns.

There being no further business to come before the **Executive Committee**, the meeting was adjourned at 4:32 P.M.

Respectfully submitted,

MayBelle Trahan, Ed.D., Vice President

Michael LaGarde

RB/bp

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

July 6, 2021

Dear Members of the Board:

The **FINANCE, INSURANCE, AND SECTION 16 LANDS COMMITTEE** met at 5:00 P.M. on Tuesday, June 15, 2021, in the Board Room of the School Board Office with the following members present: Mr. Clyde Hamner, chairman, Mr. Michael LaGarde, vice chairman, and Mrs. Stacy Solet. Also in attendance were Mr. Dane Voisin, Dr. MayBelle Trahan, Mr. Matthew Ford, Mr. Roger Dale DeHart, Mrs. Debi Benoit, Superintendent Philip Martin, and members of the staff.

Chairman Hamner called the meeting to order.

Mr. Curtis Constrantiche, Risk Manager, addressed the Committee regarding the renewal of Student Accident Insurance.

RECOMMENDATION NO. 1

The Committee recommends that the Board accept the proposal from Marc Harris (Agent of Record), underwritten by Mutual of Omaha, for Student Accident Insurance, including Volunteer Workers, with limits of \$25,000.00 per accident, and Catastrophic Athletic Accident Insurance underwritten by Zurich Insurance Co., with limits of \$1,000,000.00, effective August 1, 2021, with an annual premium of \$188,106.00.

Mr. Constrantiche addressed the Committee regarding the renewal of Crime Insurance.

RECOMMENDATION NO. 2

The Committee recommends that the Board accept the proposal from Travelers Casualty and Surety Co. (USI, Broker of Record) for Crime

Insurance, increasing limits to \$100,000.00 and with additional limits of \$150,000.00 on key personnel, subject to a \$1,000.00 deductible, effective July 29, 2021, with an annual premium in the amount of \$6,975.00.

Mr. Constrantiche addressed the Committee regarding the renewal of Student Nurse Professional Liability Insurance.

RECOMMENDATION NO. 3

The Committee recommends that the Board accept the proposal from Mercer Consumer for Student Nurse Professional Liability Insurance, with limits of \$1,000,000.00 with a \$3,000,000.00 aggregate per any one student, with an annual premium of approximately \$824.00.

Mrs. Alli Dugas, Purchasing Agent, addressed the Committee regarding bid results for Ink and Toner Cartridges.

RECOMMENDATION NO. 4

The Committee recommends that the Board accept the lowest bid received, meeting all specifications, for Ink and Toner Cartridges from The Tree House, PO Box 413, Norwood, MA 02062, for a twelve (12) month period beginning July 1, 2021, with the option to renew for two (2) additional one (1) year periods under the same terms and conditions, and upon mutual agreement between the Terrebonne Parish School Board and The Tree House.

Mrs. Rebecca Breaux, Chief Financial Officer, presented the 2020/2021 original budgets for the Special Revenue Funds.

RECOMMENDATION NO. 5

The Committee recommends that the Board adopt the following 2020/2021 original budgets for the Special Revenue Funds:

**Special Revenue Funds
Original Budgets
2020/2021 Fiscal Year**

<u>FUND NUMBER</u>	<u>FEDERAL FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>REVISED BUDGET</u>
435	ESSER CRRSA ACT	\$0	10,913,434	\$10,913,434
440	ESSER ARP ACT	\$0	9,804,009	\$ 9,804,009

Mrs. Breaux presented the 2020/2021 revised budgets for the Special Revenue Funds.

RECOMMENDATION NO. 6

The Committee recommends that the Board adopt the following 2020/2021 revised budgets for the Special Revenue Funds:

**Special Revenue Funds
Revised Budgets
2020/2021 Fiscal Year**

<u>FUND NUMBER</u>	<u>FEDERAL FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>REVISED BUDGET</u>
240	US DEPARTMENT OF HEALTH AND HUMAN SERVICES Federal - Jobs for America's Graduates Multi-Year Program – TANF	\$73,920	0	\$73,920
	Federal – Jobs for America's Graduates Middle School Program - TANF	<u>8,050</u>	<u>19,080</u>	<u>27,130</u>
	TOTAL	\$81,970	19,080	\$101,050
430	ESSER CARES ACT	\$5,966,119	0	\$5,966,119
	ESSERF-FORMULA	494,355	0	494,355
	ESSERF-INCENTIVE	2,030,772	0	2,030,772
	GEERF	<u>30,000</u>	<u>51,000</u>	<u>81,000</u>
	REAL	<u>30,000</u>	<u>51,000</u>	<u>81,000</u>
	TOTAL	\$8,521,246	51,000	\$8,572,246

<u>FUND NUMBER</u>	<u>STATE FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>REVISED BUDGET</u>
142	MFP LEVEL 4			
	FUNDING			
	REVENUE			
	Supplemental			
	Course Allocation			
	MFP	\$417,366	(28,988)	\$388,378
	Career			
	Development			
	Funds	435,194	0	435,194
	Career			
	Development			
	Funds – JAG	26,080	0	26,080
	High Cost Services	<u>634,328</u>	<u>0</u>	<u>634,328</u>
	TOTAL REVENUE	\$1,512,968	(28,988)	\$1,483,980
	EXPENDITURES			
	Supplemental			
	Course Allocation			
	MFP	319,625	0	319,625
	Career			
	Development			
	Funds	529,599	0	529,599
	Career			
	Development			
	Funds – JAG	26,080	0	26,080
	High Cost Services	<u>634,328</u>	<u>0</u>	<u>634,328</u>
	TOTAL	1,509,632	0	1,509,632
	EXPENDITURES			
	EXCESS			
	(DEFICIENCY) OF			
	REVENUES	3,336	(28,988)	(25,652)
	BEGINNING FUND			
	BALANCE	718,060	0	718,060
	ENDING FUND			
	BALANCE	\$721,396	(28,988)	\$692,408

680	LCTCS STATE ADULT EDUCATION			
	Basic-Current Year	\$246,330	0	\$246,330
	HiSET Math Boot Camp Grant	0	10,000	10,000
	Testing & Reimbursement	<u>7,599</u>	<u>0</u>	<u>7,599</u>
	TOTAL	\$253,929	10,000	\$263,929

Mrs. Breaux presented the 2020/2021 Variable Budgets.

RECOMMENDATION NO. 7

The Committee recommends that the Board adopt, as presented, the Final 2020/2021 Budgets for the designated funds, that the Board allow the final budgets for the funds be deemed a variable budget with estimated revenues set equal to actual revenues, provided that such revenues do not exceed those approved by the Board and/or State or Federal regulatory authorities, and further, that the final budget for appropriations be set equal to amounts actually expended, provided that such expenditures do not exceed those approved by the Board and/or State or Federal regulatory authorities:

<u>FUND NUMBER</u>	<u>FEDERAL FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>FINAL BUDGET</u>
210	ESSA TITLE I-SRCL	\$387,022		*
220	ESSA TITLE I	\$8,929,519		*
225	ESSA DIRECT STUDENT SERVICES	\$521,181		*
230	ESSA TITLE I-MIGRANT	\$369,000		*
240	USDHHS TANF	\$101,050		*
280	USDHHS CHILD CARE & DEV. BLOCK GRANT	\$201,865		*
290	ESSA TITLE I-SCHOOL REDESIGN	\$289,769		*

310	ESSA TITLE III	\$136,319		*
320	ESSA TITLE IV A-SSAE	\$971,670		*
370	ESSA TITLE II	\$1,459,344		*
410	ESSA TITLE VII	\$1,148,214		*
430	ESSER FUND CARES ACT	\$8,572,246		
490	FEDERAL ADULT EDUCATION	\$662,231		*
560	ESSA TITLE IX A	\$142,507		*
590	FEDERAL VOCATIONAL EDUCATION	\$258,221		*
750	SPECIAL EDUCATION IDEA	\$5,364,158		*
760	SPECIAL EDUCATION IDEA PRESCHOOL	\$178,588		*

<u>FUND NUMBER</u>	<u>STATE FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>FINAL BUDGET</u>
142	MFP LEVEL 4 FUNDING REVENUES	\$1,483,980		*
	EXPENDITURES	1,509,632		*
	BEGINNING FUND BALANCE	718,060		*
	ENDING FUND BALANCE	\$692,408		*
510	EDUCATION EXCELLENCE REVENUES	\$359,027		*
	EXPENDITURES	350,796		*
	BEGINNING FUND BALANCE	11,226		*
	ENDING FUND BALANCE	\$19,457		*
520	EC COMMUNITY	\$19,065		*

	NETWORK LEAD AGENCY			
550	CECIL J. PICARD LA4 PRE-K PROGRAM	\$3,893,000		*
610	FORMULA TRANSITION- 8(G) BELIEVE AND PREPARE	\$10,000		*
630	LQEA 8(G) STUDENT ENHANCEMENT	\$152,110		*
680	STATE ADULT EDUCATION	\$263,929		*
<u>FUND NUMBER</u>	<u>LOCAL FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>FINAL BUDGET</u>
110	GENERAL OPERATING FUND			
	REVENUES	\$126,852,767		*
	EXPENDITURES	124,595,815		*
	BEGINNING FUND BALANCE	16,939,530		*
	ENDING FUND BALANCE	\$19,196,482		*
150	CHILD NUTRITION PROGRAM FUND			
	REVENUES	\$7,673,476		*
	EXPENDITURES	9,779,052		*
	BEGINNING FUND BALANCE	2,118,815		*
	ENDING FUND BALANCE	\$13,239		*
170	1 CENT SALES TAX FUND			
	REVENUES	\$22,117,288		*
	EXPENDITURES	20,702,711		*
	BEGINNING FUND BALANCE	5,675,023		*
	ENDING FUND BALANCE	\$7,089,600		*
180	1/2 CENT SALES TAX			

	FUND		
	REVENUES	\$10,970,596	*
	EXPENDITURES	10,028,621	*
	BEGINNING FUND		
	BALANCE	6,048,606	*
	ENDING FUND		
	BALANCE	\$6,990,581	*
190	3/4 CENT SALES TAX		
	FUND		
	REVENUES	\$16,588,176	*
	EXPENDITURES	18,264,822	*
	BEGINNING FUND		
	BALANCE	4,190,974	*
	ENDING FUND		
	BALANCE	\$2,514,328	*
460	MISCELLANEOUS		*
	GRANTS		
	REVENUES	\$106,000	
	EXPENDITURES	218,593	
	BEGINNING FUND	112,593	
	BALANCE		
	ENDING FUND		
	BALANCE	\$0	
470	BILLABLE SERVICES	\$298,396	*
740	TEXTBOOKS &		
	MATERIALS FUND		
	REVENUES	\$1,091,400	*
	EXPENDITURES	940,400	*
	BEGINNING FUND		
	BALANCE	903,107	*
	ENDING FUND		
	BALANCE	\$1,054,107	*
880	BUILDING FUND		
	REVENUES	\$1,159,889	*
	EXPENDITURES	4,125,214	
	BEGINNING FUND		
	BALANCE	17,602,143	*
	ENDING FUND		
	BALANCE	\$14,636,818	*

884	CAPITAL PROJECTS FUND-SERIES 2019		
	REVENUES	\$4,045,795	*
	EXPENDITURES	14,411,452	*
	BEGINNING FUND BALANCE	10,365,657	*
	ENDING FUND BALANCE	\$0	*
930	WORKERS COMPENSATION FUND		
	REVENUES	\$1,278,000	*
	EXPENDITURES	790,700	*
	BEGINNING FUND BALANCE	2,359,802	*
	ENDING FUND BALANCE	\$2,847,102	*
940	LOSS FUND		
	REVENUES	\$2,545,500	*
	EXPENDITURES	3,712,229	*
	BEGINNING FUND BALANCE	1,550,354	*
	ENDING FUND BALANCE	\$383,625	*
950	GROUP INSURANCE CLAIMS FUND		
	REVENUES	\$46,578,737	*
	EXPENDITURES	46,728,505	*
	BEGINNING FUND BALANCE	3,612,910	*
	ENDING FUND BALANCE	\$3,463,142	*

Mrs. Breaux presented information on a Monthly Budget-to-Actual Comparison report (attached).

Mrs. Breaux presented an update on the Sales Tax collections report (attached). She stated that sales tax collections for the month of April 2021 are approximately 31% higher than April 2020.

There being no further business to come before the **Finance, Insurance, and Section 16 Lands Committee**, the meeting was adjourned at 5:14 P.M.

Respectfully submitted,

Clyde Hamner, Chairman

Michael LaGarde, Vice Chairman

Stacy Solet

RB/bp

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

July 6, 2021

Dear Members of the Board:

The EDUCATION, TECHNOLOGY, AND POLICY COMMITTEE met on Tuesday, June 15, 2021, immediately following the 5:00 p.m. Finance, Insurance, and Section 16 Lands Committee in the Board Room of the School Board Office with the following members present: Mrs. Debi Benoit, chairwoman, Mr. Matthew Ford, vice chairman, and Dr. MayBelle Trahan. Also in attendance were Mr. Clyde Hamner, Mr. Roger Dale DeHart, Mr. Michael LaGarde, Mrs. Stacy Solet, Mr. Dane Voisin, Superintendent Philip Martin, and members of the staff.

Chairwoman Benoit called the meeting to order.

Dr. Monica Breaux, Supervisor of Special Education, introduced Ms. Diane Powell, Administrator, Terrebonne Parish Consolidated Government Head Start Program, who presented information on the Interagency Agreement between Terrebonne Parish School Board and Terrebonne Parish Consolidated Government (attached).

RECOMMENDATION NO. 1

The Committee recommends that the Board approve, as presented, the Interagency Agreement between Terrebonne Parish School Board and the Terrebonne Parish Head Start Program for the 2021-2022 School Year and authorize the Board president to sign all necessary documents pertaining thereto.

Mr. Bubba Orgeron, Assistant Superintendent, introduced Mr. Travis Theriot and Mr. Wade Elliot, Houma Police Department, who presented information on student vaping and the effects it has on the body. Mr. Theriot stated that at least sixty-six (66) cases were reported and arrests

were made, this year alone, on school campuses. He added that they are working together with Terrebonne Parish School District to find ways of proactively preventing vaping on school campuses.

There being no further business to come before the **Education, Technology, and Policy Committee**, the meeting was adjourned at 5:56 P.M.

Respectfully submitted,

Debi Benoit, Chairwoman

Matthew Ford, Vice Chairman

MayBelle Trahan, Ed.D.

ABO/jb

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

July 6, 2021

Dear Members of the Board:

The BUILDINGS, FOOD SERVICE, AND TRANSPORTATION COMMITTEE met immediately following the 5:00 P.M. Finance, Insurance, and Section 16 Lands Committee; and the Education, Technology, and Policy Committee on Tuesday, June 15, 2021, in the Board Room of the School Board Office with the following members present: Mr. Dane Voisin, chairman, and Mr. Roger Dale DeHart, vice chairman. Mr. Gregory Harding was absent. Also in attendance were Mrs. Debi Benoit, Mrs. Stacy Solet, Dr. MayBelle Trahan, Board vice president, Mr. Clyde Hamner, Mr. Michael LaGarde, Mr. Matthew Ford, Superintendent Philip Martin, and members of the staff.

Chairman Voisin called the meeting to order.

Ms. Diane Powell, Administrator, Terrebonne Parish Consolidated Government Head Start Program, addressed the Committee regarding the renewal of an Intergovernmental Agreement (attached).

RECOMMENDATION NO. 1

The Committee recommends that the Board approve the renewal of the Intergovernmental Agreement, as presented, between Terrebonne Parish School Board and the Terrebonne Parish Consolidated Government Head Start Program, under the same terms and conditions, for preparation of meals at Legion Park Elementary School, Gibson Elementary School, Schriever Elementary School, and Southdown Elementary School beginning July 1, 2021, through June 30, 2022, and further, authorize the Board president to sign all necessary documents pertaining thereto.

Superintendent Martin addressed the Committee regarding surplus property located at 114 Myrtle Street, Houma, Louisiana 70363.

RECOMMENDATION NO. 2

The Committee recommends that the Board declare four (4) vacant lots located at 114 Myrtle Street (Lots 11, 12, 13, and 14, Block 2, Elizabeth Place), as surplus, authorize the Superintendent to have the property appraised, authorize the sale of said property in accordance with applicable laws, all transactions subject to Board attorney review and approval; and further, authorize the Board president and/or Superintendent to sign all necessary documents pertaining thereto.

Mr. Craig Hebert, AIA, A Professional Architect Corp., addressed the Committee regarding the acceptance of bids received for the Gym Roof Replacement at South Terrebonne High School (attached).

RECOMMENDATION NO. 3

The Committee recommends that the Board accept the lowest responsible bid received, meeting all specifications, for the South Terrebonne High School Gym Roof Replacement, from Edward J. Laperouse Metal Works, Inc., P.O. Box 9017, Houma, LA, 70361, for a total base bid of \$173,891.00, subject to timely receipt of all required post-bid documentation, monies to be derived from the Building Fund; and further, authorize the Board president to sign all necessary documents pertaining thereto.

Superintendent Martin addressed the Committee regarding HVAC upgrade at South Terrebonne High School.

Mr. Merlin Lirette, AIA, CEFP, The Merlin Group, Ltd., addressed the Committee regarding a construction update of the Mulberry Elementary School addition (attached).

Mr. Sammy Poiencot, Plant Operations Manager, addressed the Committee regarding maintenance updates (attached).

There being no further business to come before the **Buildings, Food Service, and Transportation Committee**, the meeting was adjourned at 6:25 P.M.

Respectfully submitted,

Dane Voisin, Chairman

Roger Dale DeHart, Vice Chairman

SP/sn