

PROCEEDINGS OF THE TERREBONNE PARISH SCHOOL BOARD

May 19, 2020

The Terrebonne Parish School Board met today at 6:00 P.M. in regular session at its regular meeting place, the Terrebonne Parish School Board Office, 201 Stadium Drive, Houma, Louisiana, with Mrs. Debi Benoit, president, presiding, and the following members present: Mrs. Stacy V. Solet, vice president; Mr. Michael T. LaGarde, Mr. Gregory Harding, Mr. Matthew J. Ford, Mr. Clyde F. Hamner, Dr. MayBelle N. Trahan, and Mr. Dane Voisin.

ABSENT: Mr. Roger Dale DeHart

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

A moment of silence was observed in memory of Carla Lee-Williams, school teacher at H. L. Bourgeois High School; Octavia Byrd, substitute teacher at H. L. Bourgeois High School; Gloria T. Wallis, retired school teacher; Janine Bonvillain, retired school teacher; Phyllis L. Alleman, retired teacher-aide; Shirlene T. Cooper, retired school administrator; Margaret Dupre, retired school guidance counselor; Delores S. Morgan, retired master teacher; John "J.B." McElroy, Sr., former Terrebonne Parish School Board Member; Florence B. Breaux, retired school teacher; Camille J. Uzee, retired school bus driver; John L. Celestin, Sr., retired school bus driver, and Dr. Linda J. Hobgood, retired special education coordinator, who recently passed away.

Motion of Mrs. Solet, seconded by Mr. Hamner, unanimously carried, the Board approved the minutes of School Board Meeting of March 3, 2020, and Special Emergency School Board Meeting of March 20, 2020, as recorded.

President Benoit announced that the week of May 18-22, 2020, has been declared "Educational Bosses' Week."

Motion of Mr. Hamner, seconded by Mrs. Solet, unanimously carried, the Board adopted the following resolution confirming an election date change for the renewal of the 5.41 Mills Ad Valorem Tax, pursuant to proclamation of the Governor, from May 9, 2020, to August 15, 2020, establishing a new date to canvass election returns, and providing for other matters in connection therewith:

RESOLUTION NO. 1911

A resolution confirming an election date change pursuant to proclamation of the Governor; establishing a new date to canvass the returns of the election; and providing for other matters in connection therewith.

WHEREAS, the Parish School Board of the Parish of Terrebonne, State of Louisiana (the "Governing Authority"), acting as the governing authority of Consolidated School District No. 1 of the Parish of Terrebonne, State of Louisiana (the "District"), heretofore called for an election to be held on Saturday, May 9, 2020; and

WHEREAS, the Governor issued Proclamation Number 28 JBE 2020 on March 13, 2020, and Proclamation Number 46 JBE 2020 on April 14, 2020 (said Proclamations, with any supplements or modifications, herein the "Executive Order"), to reschedule elections due to the Statewide State of Emergency caused by COVID-19;

NOW, THEREFORE, BE IT RESOLVED by the Governing Authority, acting as the governing authority of the District, that:

SECTION 1. This Governing Authority acknowledges the change in the election date, pursuant to the Executive Order, from May 9, 2020, to August 15, 2020.

SECTION 2. This Governing Authority shall meet at its regular meeting place, the Parish School Board Office, 201 Stadium Drive, Houma, Louisiana, on **TUESDAY, OCTOBER 6, 2020, at SIX O’CLOCK (6:00) p.m.**, and shall examine and canvass the returns and declare the result of the said special election.

SECTION 3. All provisions of the election call resolution previously adopted by this Governing Authority, other than the change in the election date and the canvass date, shall remain in full force and effect.

SECTION 4. The President and/or Secretary are further authorized, empowered, and directed to take any and all further action required by State and/or Federal authorities to conduct the election.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Mr. Michael LaGarde, Mr. Gregory Harding, Mr. Matthew Ford, Mrs. Debi Benoit, Mrs. Stacy Solet, Mr. Clyde Hamner, Dr. MayBelle Trahan, and Mr. Dane Voisin

NAYS: None

ABSENT: Mr. Roger Dale DeHart

And the resolution was declared adopted on this, the 19th day of May, 2020.

/s/ Philip Martin
Secretary

/s/ Debi Benoit
President

Superintendent Philip Martin gave brief remarks regarding the Disaster Recovery Manager/FEMA Grants Manager stating that All South Consulting Engineers, LLC will be assisting the Terrebonne Parish School Board in overseeing the COVID-19 Disaster Recovery/FEMA Grants Program.

Superintendent Martin briefly discussed “Receipt of Coronavirus Aid, Relief and Economic Security Act (CARES Act) Funding through the Elementary and Secondary School Emergency Relief Fund.”

Superintendent Martin stated that Agenda Item 7. A. (4) Matter bearing upon Group Term Life and Disability Insurance was withdrawn from tonight’s agenda and will be brought back to the Board at a future meeting.

Motion of Mr. Voisin, seconded by Mr. Harding, unanimously carried, the Board accepted the offer received from Lloyd’s of London (USI Insurance Services, LLC, Broker of Record) for Cyber Liability Insurance, with an annual premium of \$13,604.29, subject to a \$25,000.00 deductible, effective July 1, 2020.

Motion of Mr. Harding, seconded by Mr. Hamner, unanimously carried, the Board accepted the renewal proposal for Excess Workers’ Compensation

Insurance from Safety National Casualty Corporation (USI Insurance Services, LLC, Broker of Record) with \$500,000.00 Self-Insured Retention and a minimum annual premium of \$80,333.00, effective July 1, 2020 – July 1, 2022.

Motion of Mrs. Solet, seconded by Mr. Voisin, unanimously carried, the Board accepted the lowest bid received, meeting all specifications, for the Office Supply Catalog Contract, submitted by Stire Office World, 1060 West Tunnel Blvd., Houma, LA 70360, for a twelve-month (12) period, from July 1, 2020, through June 30, 2021, with an option to renew for two (2) additional one (1) year periods, under the same terms and conditions, upon mutual agreement between the Terrebonne Parish School Board and Stire Office World.

Motion of Mr. Harding, seconded by Mr. Hamner, unanimously carried, the Board accepted the following highest bids received, meeting all specifications, for Hunting and Trapping privileges on Section 16 Lands for a five (5) year period, beginning June 1, 2020, through May 31, 2025, allowed the Purchasing Department to re-advertise those sections where no bid was received and/or those sections in which leases were surrendered, and further, authorized the Board president to sign all necessary documents pertaining thereto:

Section 16, Township 20 South, Range 13 East Arlen B. Cenac, Jr. P. O. Box 2617 Houma, LA 70361	\$ 500.00
Section 16, Township 20 South, Range 19 East Cory LeCompte 121 Ouisi Bayou Dr. Houma, LA 70360	\$ 451.00
Section 16, Township 22 South, Range 16 East Hunter Sonier 104 Royce St. Houma, LA 70364	\$1,500.00

Motion of Mr. Hamner, seconded by Mr. LaGarde, unanimously carried, the Board approved, as presented, the Letter of No Opposition in reference to a Foreign Trade Zone request by Deepwater Riser Services, LLC, subject to Board attorney review and approval, and further, authorized the Board president to sign all necessary documents pertaining thereto.

Mr. John DeBlieux, Vice President, Deepwater Riser Services, LLC, addressed the Board regarding the foregoing motion.

Motion of Dr. Trahan, seconded by Mr. Voisin, unanimously carried, the Board extended the contract with First Student, Inc., 600 Vine Street, Suite 1400, Cincinnati, Ohio 45202, currently expiring July 1, 2025, for an additional three (3) years, through June 30, 2028, under the same terms and conditions as the current contract, pending Board attorney review and approval, and further, authorized the Board president to sign all necessary documents pertaining thereto.

Motion of Mr. Harding, seconded by Mrs. Solet, unanimously carried, the Board accepted the lowest bids received, meeting all specifications, on Meats and Frozen Items for the 2020-2021 Fall Session from F. Christiana & Co., Marrero, Louisiana, in the amount of \$23,883.22; Diamond Food Distributors, Inc., Jefferson, Louisiana, in the amount of \$138,007.20; Lacassagne's, LLC, Baton Rouge, Louisiana, in the amount of \$18,635.00; and Pon Food Corporation, Ponchatoula, Louisiana, in the amount of \$490,239.84, funds to be derived from the Child Nutrition Program Fund.

Motion of Mr. Voisin, seconded by Mr. LaGarde, unanimously carried, the Board accepted the lowest bid received, meeting all specifications, on Fruit Juice for the 2020-2021 School Session from Lacassagne's, LLC, Baton Rouge, Louisiana, in the amount of \$135,000.00, funds to be derived from the Child Nutrition Program Fund.

Motion of Mr. Harding, seconded by Mr. Ford, unanimously carried, the Board accepted the lowest bids received, meeting all specifications, on Canned and Dry Goods for the 2020-2021 Fall Session from Pon Food Corporation, Ponchatoula, Louisiana, in the amount of \$29,337.35; Diamond Food Distributors, Inc., Jefferson, Louisiana, in the amount of \$96,003.00; Groetsch, Inc., Harahan, Louisiana, in the amount of \$85,717.80; and Lacassagne's, LLC, Baton Rouge, Louisiana, in the amount of \$76,691.50, funds to be derived from the Child Nutrition Program Fund.

Motion of Mr. Hamner, seconded by Mrs. Solet, unanimously carried, the Board accepted the following lowest bid received, meeting all specifications, on Milk and Milk Products for the 2020-2021 school session from LaFleur Dairy Products, Inc., 101 Security Blvd., Houma, Louisiana, funds to be derived from the Child Nutrition Program Fund:

Brown's Dairy Lactaid	\$0.5700/8 oz. carton
Brown's Milk, Skim	\$0.2107/8 oz. carton
Brown's Milk, 1% Fat	\$0.2107/8 oz. carton
Brown's Milk, Chocolate, Skim	\$0.2107/8 oz. carton
Brown's Milk, Strawberry, Skim	\$0.2107/8 oz. carton

Motion of Mr. Voisin, seconded by Mrs. Solet, unanimously carried, the Board accepted the lowest bids received, meeting all specifications, on Supplies and Disposables for the 2020-2021 School Session from Daxwell, LLC, Houston, Texas, in the amount of \$19,859.00; Cintas, Thibodaux, Louisiana, in the amount of \$35,424.00; Economical Paper & Janitorial, Harahan, Louisiana, in the amount of \$189,273.07; Pon Food Corporation, Ponchatoula, Louisiana, in the amount of \$4,774.00; Interboro Packaging Corporation, Montgomery, New York, in the amount of \$1,293.60, funds to be derived from the Child Nutrition Program Fund.

Motion of Mr. Harding, seconded by Mr. Hamner, unanimously carried, the Board accepted the lowest bid received, meeting all specifications, on Fresh Fruits and Vegetables for the 2020-2021 School Session from Capital City Produce, Baton Rouge, Louisiana, in the amount of \$149,000.00, funds to be derived from the Child Nutrition Program Fund.

Motion of Mr. Voisin, seconded by Mr. Hamner, unanimously carried, the Board accepted, as presented, the lowest bids received, meeting all specifications, on Auxiliary Department Materials, Equipment, Supplies, and Services for a period of 12 months from July 1, 2020, to June 30, 2021, with two additional one (1) year options to renew at the same price, terms, and conditions, and further, authorized the Board president to sign all necessary documents pertaining thereto.

Motion of Mr. Hamner, seconded by Dr. Trahan, unanimously carried, the Board accepted the highest rated proposal received, meeting all specifications, on Fire Extinguisher Inspection and Maintenance from Safeworx Safety Solutions, LLC, 195 Corporate Drive, Houma, LA 70360, for a period of 12 months from July 1, 2020, to June 30, 2021, with two (2) additional one (1) year options to renew at the same price, terms, and conditions.

Motion of Mr. Hamner, seconded by Mr. Harding, unanimously carried, the Board accepted the highest rated proposal received, meeting all specifications, on Kitchen Hood Inspection and Maintenance from Safeworx Safety Solutions, LLC,

195 Corporate Drive, Houma, LA 70360, for a period of 12 months from July 1, 2020, to June 30, 2021, with two (2) additional one (1) year options to renew at the same price, terms, and conditions.

Motion of Mrs. Solet, seconded by Mr. Voisin, unanimously carried, the Board approved the option to extend the current contract to provide Linen Service for the school cafeterias with Cintas Corporation, Thibodaux, Louisiana, under the same terms and conditions, for the 2020-2021 school session.

Motion of Mr. Hamner, seconded by Dr. Trahan, unanimously carried, the Board approved the option to extend the current contract to provide Concentrated Detergents and Related Items to all school cafeterias with Sanitech Systems, Lakeland, Florida, under the same terms and conditions, for the 2020-2021 school session.

Motion of Mr. Hamner, seconded by Mrs. Solet, unanimously carried, the Board approved the renewal of the agreement between Terrebonne Parish School Board and Terrebonne Parish Consolidated Government relative to the Head Start Program for the preparation of meals at East Houma Elementary, Schriever Elementary, Gibson Elementary, and Lisa Park Elementary Schools' cooking sites for the 2020-2021 school session.

Mr. Merlin Lirette, AIA, CEFP, The Merlin Group, Ltd., addressed the Board with an update on the Mulberry Elementary School construction.

Mr. Aubrey "Bubba" Orgeron, Assistant Superintendent, addressed the Board regarding the upcoming Compensatory Summer Learning Program (Strong Start 2020 Summer Program).

Motion of Mr. Hamner, seconded by Mrs. Solet, unanimously carried, the Board approved and ratified the 2020-2021 School Calendar with the school year beginning August 3, 2020 (for employees), August 5, 2020 (for students), and ending May 26, 2021, with the following holidays to be observed during the school session: Labor Day, September 7, 2020; Fall Break, October 9-12, 2020; Election Day, November 3, 2020; Thanksgiving, November 23-27, 2020; Christmas, December 21, 2020 - January 1, 2021; students return on January 4, 2021; Dr. Martin Luther King's Birthday (observance), January 18, 2021; Mardi Gras, February 15-19, 2021; and Easter/Spring Break, April 2-9, 2021; (Fall make-up days, **if needed**, will be October 9, October 12, and November 23, 2020; Spring make-up days, **if needed**, will be February 18, and February 19, 2021); students' last day will be May 25, 2021, and teachers' last day will be May 26, 2021. **(PLEASE NOTE: THESE DATES ARE SUBJECT TO CHANGE.)**

Superintendent Martin informed the Board that results from a recent survey of the 2020 high school graduating seniors indicated that approximately eighty percent (80%) of the graduates preferred to wait and have the traditional graduation ceremony versus a virtual graduation. Superintendent Martin further stated that a graduation ceremony would be held on Thursday, May 21, 2020, at 6:00 P.M. at the Tom B. Smith Memorial Stadium for graduates entering the military (approximately 50).

Motion of Mr. Harding, seconded by Mr. Hamner, unanimously carried, the Board approved a family and medical leave in accordance with Policy (FILE: F-11.4a) for Ann Parker, Custodian II at Legion Park Elementary School, beginning May 21, 2020, through June 30, 2020 (medical).

Motion of Mr. Harding, seconded by Mrs. Solet, unanimously carried, the Board approved a leave of absence without pay in accordance with Policy (FILE:

F-11.10) for Robin Gullage, Custodian II at Dularge Elementary School, beginning May 29, 2020, through May 28, 2021 (medical).

At this time, Mr. Hamner, Legislative Liaison, gave a brief update to the Board on current legislation being proposed.

Motion of Mr. Hamner, seconded by Mr. Voisin, unanimously carried, the Board voted to adjourn its meeting **(7:25 P.M.)**.

/s/ Philip Martin, Secretary

/s/ Debi Benoit, President

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