TERREBONNE PARISH SCHOOL BOARD 201 STADIUM DRIVE HOUMA, LOUISIANA 70360

SPECIAL EMERGENCY SCHOOL BOARD MEETING

MARCH 20, 2020 - 9:00 A.M.

AGENDA

Order of Business

- 1. Call to Order
- 2. Invocation
- 3. Pledge of Allegiance
- 4. Roll Call
- 5. Matter Pertaining to the Adoption of the following Resolution Declaring a State of Emergency, as it Relates to COVID-19 (coronavirus):

TERREBONNE PARISH SCHOOL BOARD

RESOLUTION

DECLARATION OF PUBLIC EMERGENCY

COVID-19

WHEREAS on December 31, 2019, officials in China alerted the World Health Organization ("WHO") to several cases of an unknown respiratory illness primarily concentrated in the city of Wuhan, Hubei Province; and

WHEREAS after further investigating the illness and ruling out the recurrence of other previously-known viruses, officials, on January 7, 2020, announced the discovery of a new virus belonging to the coronavirus family of viruses ("COVID-19"); and

WHEREAS over the following weeks, the Chinese government began to report additional cases of the virus, evidencing a propensity of the virus to spread throughout China and beyond; and

WHEREAS by January 30, 2020, approximately eighteen countries, outside of China, were reporting cases of the virus, causing the WHO to declare the virus a "Public Health Emergency of International Concern;" and

WHEREAS over the following weeks, the virus continued to spread to nations around the globe, infecting thousands of individuals; and

WHEREAS on March 11, 2020, the WHO declared the coronavirus outbreak a "Global Pandemic;" and

WHEREAS on March 11, 2020, the Governor of the State of Louisiana declared a "Public Health Emergency" over the coronavirus outbreak; and

WHEREAS on March 13, 2020, the President of the United States of America declared a national emergency due to the coronavirus outbreak; and

WHEREAS in an attempt to combat the spread of the virus, the Governor, on March 13, 2020, ordered the closure of all public elementary and secondary schools in Louisiana, beginning on March 16, 2020, and ending on April 13, 2020; and

WHEREAS many children depend on the services of the Terrebonne Parish School Board for essential services such as the provision of healthy meals; and

WHEREAS while the cancellation of school will hopefully serve to combat the spread of the virus, such cancellation may put children at risk of not receiving enough healthy meals during the prolonged closure; and

WHEREAS the spread of the virus and its impact on the everyday lives of the School Board's students, faculty, staff, and their family members requires the School Board to take unprecedented steps to combat the spread of the virus and to serve the children of Terrebonne Parish; and

WHEREAS the sudden closure of all schools until April 13, 2020, or later has also caused confusion and concern to employees of the school district about their ability to continue to be able to support their families through receipt of compensation from the School Board.

NOW, THEREFORE, the above recitals considered, the School Board desires to utilize its assets in the fight against the coronavirus, as more fully set forth below.

AND NOW, CONSIDERING THE FOREGOING, THE SCHOOL BOARD HEREBY DECLARES AS FOLLOWS:

BE IT DECLARED that the Terrebonne Parish School Board hereby declares a public emergency due to the outbreak of the COVID-19 virus.

BE IT FURTHER DECLARED that, notwithstanding any policy or rule to the contrary, the School Board hereby confers emergency powers upon its Superintendent of Schools for purposes of leading the School Board's response to the outbreak. Such emergency powers include, at the sole discretion of the Superintendent:

- (1) The authority to enter into any agreement or contract, without any further Board approval, for the purchase of materials, equipment, supplies, or services for sanitation, cleaning, technology, and other COVID-19 related services and supplies on behalf of School Board.
- (2) The authority to supply and arrange for the delivery of meals to all children of the parish, eighteen (18) years of age or younger, at no costs to the child or his/her family.
- (3) The authority to continue to pay school employees their regular compensation during the period schools are closed.
- (4) The authority to adjust curriculum, work schedule, compensation, and staff assignments without any further Board approval.
- (5) The authority to adjust the school calendar.
- (6) The authority to apply to BESE, LDOE, and/or USDOE, or any other government body for waivers of regulations or requirements, the compliance of which is impacted by COVID-19.
- (7) The authority to apply for waivers, grants, reimbursements, aid, and other COVID-19 related matters on behalf of the School Board.
- (8) The authority to provide non-mandatory, supplemental educational resources to students.
- (9) The authority to take any other action reasonably necessary to implement the above directives.

BE IT FURTHER DECLARED that the Superintendent is required to report, in writing, and at reasonable intervals, to the School Board as to the amount of expenditures made pursuant to this Declaration, as well as, the actions taken by the Superintendent pursuant to this Declaration.

BE IT FURTHER DECLARED that, in accordance with the Governor's declaration, any bidding requirements of the Louisiana Public Bid Law (La. R.S. 38:2212 et seq.) applicable to any purchases related to the School Board's response to the coronavirus outbreak are hereby suspended.

BE IT FURTHER DECLARED that this Declaration shall remain in effect until withdrawn by the School Board.

BE IT FURTHER DECLARED that notice of the provisions contained herein shall be published in the official journal of the Terrebonne Parish School Board within ten (10) days hereof.

THIS DECLARATION is adopted by the Terrebonne Parish School Board, at a Special Emergency Meeting held on the 20th day of March, 2020, in Terrebonne Parish, Louisiana.

Philip Martin Superintendent/Board Secretary Terrebonne Parish School Board Debi Benoit Board President Terrebonne Parish School Board

6. Matter pertaining to Board authorization to allow Board President, during this period of emergency, to amend or modify policies necessary to address issues specific to the COVID-19 crisis, expiring with the end of the current emergency declaration and revert back to normal Board policy at that time.

RECOMMENDATION: That the Board authorize and allow the Board President, during this period of emergency, to amend or modify policies necessary to address issues specific to the COVID-19 crisis, expiring with the end of the current emergency declaration and revert back to normal Board policy at that time.

7. Adjournment

Philip Martin. Superintendent Terrebonne Parish School Board

P. O. Box 5097

Houma, Louisiana 70361

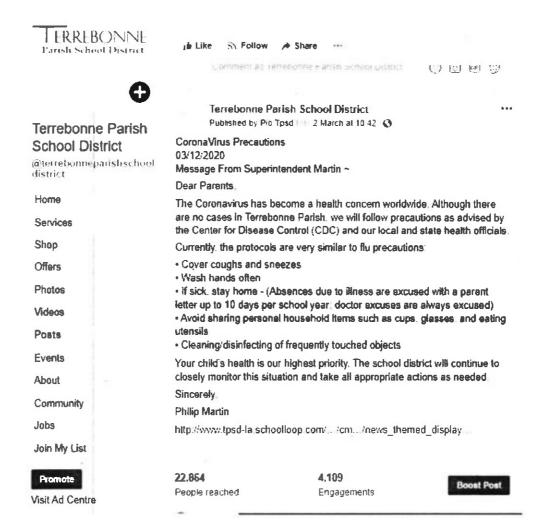
985-876-7400

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 District

HISTORY OF COVID-19 RESPONSE / EVENTS!

MARCH 2, 2020 - 2ND FACEBOOK POST & WEBSITE POSTING



THE INITIAL POSTING AT THE END OF FEBRUARY 2020 WAS IDENTICAL, EXCEPT IT STATED

"ALTHOUGH THERE ARE CURRENTLY NO CASES IN LOUISIANA"

FRIDAY, MARCH 13, 2020

- APPROX 12:30 PM GOVERNOR'S PROCLAMTION ANNOUNCING CLOSURE OF ALL PUBLIC SCHOOLS IN LOUISIANA https://gov.louisiana.gov/assets/ExecutiveOrders/27-JBE-2020-COVID-19.pdf
- _ APPROX 2:00 PM SUPERINTENDENT MARTIN DIRECTS STAFF TO UPDATE WEBSITE AND ROBOCALL TO ALERT PUBLIC THAT SCHOOLS WILL BE CLOSED THROUGH APRIL 13, 2020. (SEE SLIDE A)
- CANCELLATION OF: EXECUTIVE COMMITTEE; BFT COMMITTEE; FINANCE COMMITTEE; AND ED.TECH.&POLICY COMMITTEE MEETING http://www.tpsd-la.schoolloop.com/committees





EXECUTIVE DEPARTMENT

PROCLAMATION NUMBER JBE 2020 - 27

ADDITIONAL MEASURES FOR COVID-19 PUBLIC HEALTH EMERGENCY

- WHEREAS, pursuant to the Louisiana Homeland Security and Emergency Assistance and Disaster Act, La. R.S. 29:721, et seq., the Governor declared a Public Health emergency in Proclamation Number 25 JBE 2020;
- WHEREAS, the worldwide outbreak of COVID-19 and the effects of its extreme risk of personto-person transmission throughout the United States and Louisiana significantly threatens the safety, health, and security of the citizens of the state, along with public facilities, including, but not limited to schools, workplaces, nursing homes, hospitals, etc.;
- WHEREAS, Centers for Disease Control (CDC) guidance for responding to the COVID-19 pandemic suggests aggressive measures for limiting the possible interaction of the public with individuals exposed to or infected with COVID-19, including limiting large public gatherings;
- WHEREAS, limitations in interactions between members of the public includes school age children, who may be in a position to pass COVID-19 to vulnerable populations, including the elderly or those with underlying medical conditions;
- WHEREAS, CDC guidance also encourages social distancing and prevention of unnecessary personal interactions;
- WHEREAS, in only a matter of weeks, COVID-19 has had an economic impact on thousands of workers in the State of Louisiana, and will likely result in impacts to many more;
- WHEREAS, individuals who are impacted by COVID-19 may not be able to report to work, they may need to be isolated or quarantined, they may have to care for a sick family member care for a child whose school is closed or be forced to quit their jobs;
- WHEREAS, in addition, COVID-19 may cause businesses to shut down due to a slow down or lack of demand, institute temporary or partial layoffs;
- WHEREAS, an individuals' inability to report to work due to a COVID-19 diagnosis, an individual being isolated or quarantined, caring for a sick family member, caring for a child whose school is closed and the extraordinary volume of resulting unemployment claims pose serious challenges to the effective and timely administration of the unemployment compensation system;
- WHEREAS, the State of Louisiana intends to proactively address the significant emotional and economic impact upon Louisiana workers;
- WHEREAS, Louisiana Revised Statute 29:724 confers upon the Governor emergency powers to deal with emergencies and disasters and to ensure that preparations of this state will be adequate to deal with such emergencies or disasters, and to preserve the lives and property of the citizens of the State of Louisiana, including the authority to suspend the provisions of any regulatory statute prescribing the procedures for conduct of state business, or the orders, rules, or regulations of any state agency, if strict compliance with the provisions of any statute, order, rule, or regulation would

in any way prevent, hinder, or delay necessary action in coping with the emergency; and

WHEREAS, the Secretary of the Louisiana Workforce Commission has requested the Governor, due to the extreme volume of claims to be processed, suspend the application of La. R.S. 23:1533, 1552, 1600(2) and (3), and 1601(1), (2) and (7)(a), (b) and (d) for emergency-related claims, so as to allow the timely and fair administration of the unemployment insurance program.

NOW THEREFORE, I, JOHN BEL EDWARDS, Governor of the State of Louisiana, by virtue of the authority vested by the Constitution and the laws of the State of Louisiana, do hereby order and direct as follows:

- SECTION 1: In an effort to reduce and limit the spread of COVID-19 in Louisiana, and to preserve the health and safety of all members of the public, all gatherings of 250 people or more between Friday, March 13, 2020 and Monday, April 13, 2020 shall be postponed or cancelled. This applies only to gatherings in a single space at the same time where individuals will be in close proximity to one another. It does not apply to normal operations at locations like airports, medical facilities, shopping centers or malls, office buildings, factories or manufacturing facilities, or grocery or department stores. This provision may be extended beyond Monday, April 13, 2020 by further order.
- SECTION 2: All public schools in the State of Louisiana shall close facilities to students until April 13, 2020. Schools may offer complete distance learning, as capabilities exist. With appropriate social distancing measures, schools shall, if able, continue to provide meals or other essential services with applicable staff. Instructional minute requirements shall be temporarily suspended for distance education courses and for curriculum delivery. The required 63,720 instructional minute requirement per year shall also be suspended. The Board of Elementary and Secondary Education shall report to the Governor and the Legislature any further actions necessary to ensure that eligible students achieve successful student grading, promotion, and graduation.
- SECTION 3: To reduce the burden on members of the public and to limit the interactions of individuals with state employees in governmental offices, the following regulatory statutes are hereby suspended as follows:
 - A. Department of Public Safety
 - 1. The deadlines for the period to request an administrative hearing pursuant to La. R.S. 15:542.1.3(B)(4) which expired on or after March 9, 2020 but before May 10, 2020 is suspended and extended until June 9, 2020.
 - 2. Further, with regard to Concealed Handgun Permits, the rules related to expiration of permits at LAC 55:1.1307(D) and LAC 55: 1.1309(F) shall be suspended until May 10, 2020.

B. Office of Motor Vehicles

- Late fees for driver's license which would be charged beginning on March 9, 2020 through May 10, 2020, are suspended until May 20, 2020.
- 2. The three-day period mandated in La. R.S. 32:863.1 to appear at an Office of Motor Vehicle field office for a notice of violation served on or after March 9, 2020 but before May 10, 2020, are suspended until May 13, 2020.
- 3. The expiration date of temporary registration plates issued pursuant to La. R.S. 47:519 and La. R.S. 47:519.2 which expired on or before March 9, 2020 is suspended until May 10, 2020.
- 4. The expiration date of license plates issued pursuant to La. R.S. 47:462, et seq., which expired on or after March 9, 2020 but before May 10, 2020 is suspended until May 10, 2020.

- 5. The notice of default issued pursuant to La. R.S. 32:429.4 that would be issued on or after March 9, 2020 but before May 15, 2020 is suspended, and the notices will not be issued until after May 15, 2020.
- 6. The expiration date of an apportioned registration issued under the International Registration Plan which expires March 31, 2020 is suspended and the expiration date is extended to May 31, 2020.
- 7. The period to request an administrative hearing submitted to the Department pursuant to La. R.S. 32:667, La. R.S. 32:863, La. R.S. 863.1 and LAC Title 55, Part III, Chapter 1, §159 which expired on or after March 9, 2020 but before May 10, 2020 are suspended and extended until June 10, 2020.
- 8. The sixty-day delay for the Department to submit the administrative hearing record to the Division of Administrative Law pursuant to La. R.S. 32:667(D)(1) for an arrest which occurred on or after March 9, 2020 but before May 10, 2020 is extended until August 8, 2020
- 9. Office of Motor Vehicles may offer services by remote customer services agent interaction in current Office of Motor Vehicles office locations.
- SECTION 4: Any state department or agency or political subdivision is hereby granted authority to extend any non-essential deadline for a period of no longer than 30 days if deemed necessary to respond to the threat of COVID-19.
- SECTION 5: The Louisiana Legislature is hereby requested to consider a suspension resolution which would allow for the suspension of any legal requirements to ensure the continued operation of state and local government, including such issues as legal deadlines and quorum requirements for open meetings.
- SECTION 6: For the purpose of this executive order, "emergency-related claims" shall mean claims for unemployment compensation filed by persons whose unemployment is directly due to the impact of COVID-19 or due to their inability to get to their job or worksite because they are sick, isolated or quarantined, caring for a sick family member, or when an employees' child's school is closed as determined by the administrator of the state's unemployment compensation program, i.e., the executive director of the Louisiana Workforce Commission. Emergency-related claims will not necessarily include all claims in all parishes included in COVID-19 proclamations, declarations or orders.
- SECTION 7: The following statutes relative to unemployment insurance are hereby suspended to the extent and in the manner described below:
 - A. La. R.S. 23:1533, which provides for claimants' benefits to be charged against base period employers for purposes of employers' tax experience rating and the protesting of such charges by employers, shall be suspended for emergency-related claims made during the effective period of this Order.
 - B. La. R.S. 23:1552, which provides for the charging of claimants' benefits to certain employers, shall be suspended for emergency-related claims made during the effective period of this Order.
 - C. La. R.S. 23:1600(2) and (3) shall be suspended while this Order is in effect for emergency-related claims to the extent that they require claimants to register and search for work, but the requirements in La. R.S. 23:1600(2) that claimants continue to report at an employment office in the manner prescribed by the administrator, and in La. R.S. 23:1600(3) that claimants be able to work and be available for work, are not waived. The requirement to continue to report at an employment office, which is accomplished through either an automated telephone system or the Internet, is not impractical and avoids overpayments, which claimants would be liable to repay. Such activities are not practical by an individual who is impacted by COVID-19.

- SECTION 8: Any organization licensed by the Louisiana Department of Revenue Office of Charitable Gaming to conduct games of chance pursuant to the Charitable Raffles, Bingo and Keno Licensing Law shall not be authorized to hold or conduct any sessions as defined in La. R.S. 4:740 for the period beginning Friday, March 13, 2020 and ending on Sunday, April 12, 2020.
- SECTION 9: All departments, commissions, boards, agencies and officers of the State, or any political subdivision thereof, are authorized and directed to cooperate in actions the State may take in response to the effects of this event.
- SECTION 10: This state of emergency extends from Friday, March 13, 2020 to Thursday, April 9, 2020, unless terminated sooner.

IN WITNESS WHEREOF, I have set my hand officially and caused to be affixed the Great Seal of Louisiana in the City of Baton Rouge, on this 13th day of March, 2020.

OVERNOR OF LOUISIANA

ATTEST BY THE SECRETARY OF STATE

SECRETARY OF STATE

FRIDAY, MARCH 13, 2020 – WEBSITE EMERGENCY NEWS BULLETIN OFFICAL NOTICE OF SCHOOL CLOSING FROM SUPERINTENDENT.

News

CoronaVirus School/District Closure
Notice
03\13\2020 ~ Message From
SuperIntendent Martin ~

Posted 3/2/20

Dear Parents,

From Governor John Bel Edwards - "Today i signed a proclamation that immediately halts any gatherings of over 250 people until Monday, April 13, 2020, closes all K-12 public schools statewide effective Monday, March 16, 2020 and also moves upcoming state elections."

As per proclamation, all employees and students are to remain home. There will be no practices, rehearsals, or gatherings at school. Please continue to monitor this website and the official District Facebook Page for more information.

For the official proclamation, you can view it by clicking the Proclamation From Governor John Bel Edwards.

For more information, visit the Louisiana Department of Education's COVID-19 webpage here.

Sincerely,

Philip Martin





MONDAY, MARCH 16, 2020

- PRESS RELEASE SENT TO ALL LOCAL MEDIA (SEE SLIDE B).
- LETTER POSTED TO PARENTS ON WEBSITE (SEE SLIDE C).
- EMAIL FROM SUPERINTENDENT MARTIN SENT TO ALL EMPLOYEES (SEE SLIDE D).



MONDAY, MARCH 16, 2020 - PRESS RELEASE TO LOCAL MEDIA

PHEEP MARTIN SUPPLEMENT HOEMS CHICAGO CONTRACTOR

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PRESS RELEASE

FOR IMMEDIATE RELEASE

3/16/2020

COVID-19

Terrebonne Parish public schools will remain closed until April 13, 2020 as per the Governor's proclamation.

During this time, there will be no school activities such as practices, rehearsals, ACT, etc.

As of now, all events scheduled after April 13 remain unchanged, including graduation ceremonies.

The district will remain in contact with all agencies connected to this issue. We will respond to and follow their guidance now and in the future.

Parents and employees are asked to refer to the TPSD website at www.tpsd.org and the district Facebook page for continuing information.

The goal of this state-wide closure is to minimize contact and interaction with others. As a district, we will adhere to that when and where possible.





MONDAY, MARCH 16, 2020 – LETTER POSTED ON WEBSITE TO ALL

PARENTS

News

03-16-2020 ~ PARENT UPDATE

Posted 3/16/20

March 16, 2020 Dear Parents

During this unsettled and disturbing time, there are many questions. I want to address questions that we do have answers for

GRADUATION

As of this time, graduations are continuing as scheduled.

SCHOOL EVENTS

There will be no school activities between now and Monday April 13. This includes the ACT, practices, rehearsals, or any other gathering.

As of now, all events currently scheduled after April 13 are still scheduled.

MAKE UP TIME

The Governor has waived minimum instructional time as required by law. As a result, the next 4 weeks there will be no school. The week after that (April 13 – 17) was scheduled Easter Break, making 5 weeks of school students would miss. Depending upon the course this virus takes, and should health concerns allow, we will have to consider returning to school on Monday April 13. However, that decision has not yet been made.

The goal of this state-wide closure is to minimize contact and interaction with others. As a district, we will adhere to that when and where possible.

Please refer to the TPSD website (www.tpsd.org) and district Facebook page for updates.

Sincerely

Philip Martin, Superintendent





Brunet, Ramona

From:

Martin, Philip

Sent:

Monday, March 16, 2020 3:29 PM

Subject: Corona Virus

Dear Employees,

During this unsettled and disturbing time there are many questions. I want to address the questions we do have answers for:

PAYROLL

The district is committed to protecting your income. The payroll department will work all week to make sure payroll happens for the March payroll and in the future. Employees who are not currently on Direct Deposit will receive their paycheck in the mail at the address on file with the district. In order to assure this, I will need your cooperation. For the next 4 weeks, schools will be closed. During this time, employees will be asked to continue work-related tasks when and where possible.

The following are examples:

<u>Teachers</u>: During this time, working from home will provide you with the opportunity for planning, lesson design and preparation, curricular assessments and evaluation, preparing student instructional materials, and other tasks related to instruction. Email accounts will remain open for teachers or groups of teachers to assist in these endeavors.

Administrators: Administrative staff, both school and district levels, have many functions that will continue during this time. Examples: Payroll is a complex and detailed task that requires the efforts of many. This will continue. Communicating with and coordinating essential functions at your assigned work site will continue – coordinating building checks, freezer checks, status of the campus, and any urgent building needs that may arise during this time.

Maintenance & Custodial Staff: Building maintenance needs will continue and will require personnel to address them. Frequent building checks, freezer checks, emergency repairs, and complete building disinfecting will be required.

Bus Drivers: Disinfect buses and bus checks as directed.

Child Nutrition Staff: Clean and disinfect the kitchen and cafeteria areas as directed.

Various categories of employees will be directed by their immediate supervisors with work-related directions as needed.

MAKE UP TIME

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The goal of this state-wide closure is to minimize contact and interaction with others. As a district, we will adhere to that when and where possible.

Please refer to the TPSD website, district Facebook page, and employee email for updates. Sincerely,

Philip Martin

Superintendent

Terrebonne Parish Schools

201 Stadium Drive

Houma, LA 70360

(985) 876-7400 or philipmartin@tpsd.org

TUESDAY, MARCH 17, 2020

- WEBSITE NOTICE TO PARENTS ABOUT GRAB-AND-GO MEAL PROGRAM COMING SOON. (SEE SLIDE E).
- PRESS RELEASE SENT TO ALL LOCAL MEDIA REGARDING GRAB-AND-GO MEALS (SEE SLIDE F).
- GRAPHICS CREATED TO ANNOUNCE GRAB AND GO FOR WEBSITE AND FACEBOOK WITH DETAILS TO COME SOON.
 (SEE SLIDE G).



TUESDAY, MARCH 17, 2020 – WEBSITE NOTICE FOR GRAB-AND-GO MEALS.

News

Posted 3/17/20

03-17-2020 ~ FEEDING PROGRAM - GRAB & GO!

March 17, 2020

Dear Parents,

In the near future, Terrebonne Parish School District will begin a feeding program for students. This program will be located at the 4 High Schools and will be a "Grab and Go" process.

This program will be for school-aged children from all area schools and will begin when the district has received the necessary food items.

All lunches will be provided free of charge.

Please refer to the TPSD website and the district's Facebook page for details regarding the start date and further details.

Sincerely,

Philip Martin, Superintendent





TUESDAY, MARCH 17, 2020 – PRESS RELEASE FOR GRAB-AND-GO MEALS.

Contact PHILP MARIES
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Parish School District
Engage, Educate and Empower Every Student, Every Day

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PRESS RELEASE

FOR IMMEDIATE RELEASE

3/17/2020

GRAB AND GO FEEDING PROGRAM

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This program will be for school-aged children from all area schools and will begin when the district has received the necessary food items.

Pitese refer to the TPSD website and the district's Facebook page for details regarding the sturi

Sincerely,

Philip Martin, Superintendent

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TUESDAY, MARCH 17, 2020 – PRESS RELEASE FOR GRAB-AND-GO MEALS.



DATES & TIMES TO BE ANNOUNCED SOON!

STUDENT(S) MUST BE PRESENT AT PICKUP. NO ID REQUIRED.

VISIT WWW.TPSD.ORG FOR LOCATIONS SOON





DATES & TIMES TO BE ANNOUNCED SOON!

STUDENT(S) MUST BE PRESENT AT PICKUP. NO ID REQUIRES



