

TERREBONNE  
Parish School District  
201 Stadium Drive, Houma, LA 70360

**FINANCE, INSURANCE, AND SECTION 16 LANDS COMMITTEE**

**Tuesday, May 17, 2022**

(Immediately following the 5:00 P.M. Special School Board Meeting; and the Buildings,  
Food Service, and Transportation Committee)

**Central Office Board Room**

**AGENDA**

1. Call to Order
2. Matter bearing upon Group Health Claims update for 1<sup>st</sup> quarter 2022 **(Information)** – Len Fontaine, Senior Vice President, Hub International
3. Matter bearing upon update from Insurance Advisory Committee meeting of April 27, 2022 **(Information)** – Curtis Constrantiche, Risk Manager
4. Matter bearing upon Student Accident Insurance renewal **(Proposed Recommendation)** – Curtis Constrantiche, Risk Manager

**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, 2022, with an annual premium in the amount of \$182,651.00.

5. Matter bearing upon Crime Insurance renewal **(Proposed Recommendation)** – Curtis Constrantiche, Risk Manager

**The Committee recommends** that the Board accept the proposal from Travelers Casualty and Surety Co. (USI, Broker of Record), for Crime Insurance, with limits of \$100,000.00 and with additional limits of \$150,000.00 on key personnel, subject to a \$1,000.00 deductible, effective July 1, 2022, with an annual premium in the amount of \$7,835.00, guaranteed for three (3) years.

6. Matter bearing upon Excess Casualty Insurance renewal **(Proposed Recommendation)** – Curtis Constrantiche, Risk Manager

**The Committee recommends** that the Board accept the renewal offer for Excess Casualty Insurance from Lloyd's of London/Brit Group (Arthur J. Gallagher of Louisiana, Inc., Broker of Record) covering Automobile Liability, General Liability, Errors and Omissions Liability, and Sexual Abuse/Harassment Liability, with limits of \$1,000,000.00 per occurrence with a \$3,000,000.00 General Aggregate limit for General Liability, \$1,000,000.00 per accident for Auto Liability, and \$1,000,000.00 per claim for Errors and Omissions and Sexual Abuse/Harassment Liability, subject to \$300,000.00 Self-Insured Retention, with an annual premium of \$215,991.00, rejecting Uninsured/Underinsured Motorist Liability and Terrorism, effective July 1, 2022, through July 1, 2023, and further, authorize the Board president to sign all necessary documents pertaining thereto.

7. Matter bearing upon Boiler and Machinery Insurance renewal **(Proposed Recommendation)** – Curtis Constrantiche, Risk Manager

**The Committee recommends** that the Board accept the renewal offer for Boiler and Machinery Insurance from Travelers Insurance Company (Arthur J. Gallagher of Louisiana, Inc., Broker of Record), with an annual premium of \$12,217.00, subject to \$2,500.00 deductible, effective July 1, 2022, through July 1, 2023.

8. Matter bearing upon Excess Workers' Compensation Insurance

**(Proposed Recommendation)** – Curtis Constrantiche, Risk Manager

**The Committee recommends** that the Board accept the proposal for Excess Workers' Compensation Insurance from Midwest Employers Casualty (USI Insurance Services, LLC, Broker of Record), with \$500,000.00 Self-Insured Retention, effective July 1, 2022, through July 1, 2024, with a minimum annual premium in the amount of \$99,715.00.

9. Matter bearing upon Flood Insurance renewal **(Proposed Recommendation to be placed at desks)** - Curtis Constrantiche, Risk Manager
10. Matter bearing upon Cyber Liability Insurance renewal **(Proposed Recommendation to be placed at desks)** – Curtis Constrantiche, Risk Manager
11. Matter bearing upon the Official Journal for 2022-2023 Fiscal Year **(Proposed Recommendation)** – Alli Dugas, Purchasing Agent

**The Committee recommends** that the Board select *The Courier* to serve as the Official Journal for the Terrebonne Parish School Board, at the current rates, from July 1, 2022, through June 30, 2023.

12. Matter bearing upon contract renewal for Ink and Toner Cartridges **(Proposed Recommendation)** – Alli Dugas, Purchasing Agent

**The Committee recommends** that the Board authorize the renewal of the Ink and Toner Cartridges Contract with The Tree House, P.O. Box 413, Norwood, MA 02062, at the current rates, for a twelve (12) month period beginning July 1, 2022, through June 30, 2023, under the same terms and conditions, and upon

mutual agreement between Terrebonne Parish School Board and The Tree House.

13. Matter bearing upon contract renewal for the Office Supply Catalog **(Proposed Recommendation)** – Alli Dugas, Purchasing Agent

**The Committee recommends** that the Board authorize the renewal of the Office Supply Catalog Contract with Stire Office World, 1060 West Tunnel Boulevard, Houma, LA 70360, at the current rates, for a twelve (12) month period, from July 1, 2022, through June 30, 2023, under the same terms and conditions, and upon mutual agreement between Terrebonne Parish School Board and Stire Office World.

14. Matter bearing upon campsite renewal for Campsite Lot A on left descending bank of Minor's Canal in Section 16, Township 19 South, Range 16 East (Near Lake Decade) **(Proposed Recommendation)** – Alli Dugas, Purchasing Agent

**The Committee recommends** that the Board approve the renewal of a campsite lease for Campsite Lot A on the left descending bank of Minor's Canal in Section 16, Township 19 South, Range 16 East (Near Lake Decade), with Lance Schouest, for a period of ten (10) years beginning July 3, 2022, through July 3, 2032, with an annual lease rate of \$500.00; and further, authorize the Board president to sign all necessary documents pertaining thereto.

15. Matter bearing upon reclassifying one of the two existing Child Welfare and Attendance positions **(Proposed Recommendation – Information to be placed at desk Committee meeting night)** – Bubba Orgeron, Superintendent-Elect

**The Committee recommends** that the Board approve the reclassification of one of the two existing Child Welfare and Attendance positions as Director of Child Welfare and

Attendance with permission to advertise the Director of Child Welfare and Attendance position.

16. Matter bearing upon adding the position of Director of Human Resources (**Proposed Recommendation – Information to be placed at desk Committee meeting night**) – Bubba Orgeron, Superintendent-Elect

**The Committee recommends** that the Board approve the addition of the Director of Human Resources position with permission to advertise the Director of Human Resources position.

17. Matter bearing upon Monthly Budget-to-Actual Comparison report and Monthly Sales Tax Collections update (**Information**) – Rebecca Breaux, Chief Financial Officer
18. Adjournment

**COMMITTEE MEMBERS**

Clyde Hamner, Chairman  
Michael LaGarde, Vice Chairman  
Stacy Solet

---

Rebecca Breaux  
Chief Financial Officer

RB/bp

c: Board Members  
Superintendent and Staff  
Schools  
C. Berwick Duval, II, Legal Counsel  
Sandy Holloway, BESE, District 3  
Stephen Smith, All South Consulting Engineers  
*The Courier, The Times*, KFOL/KJUN-HTV10  
Radio Stations, KCIL/KJIN/KXOR  
Houma-Terrebonne Chamber of Commerce