

# PROCEEDINGS OF THE TERREBONNE PARISH SCHOOL BOARD

MARCH 3, 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

Mrs. Solet led the Board and audience in the invocation and Pledge of Allegiance to the Flag.

A moment of silence was observed in memory of Beldina U. Williams, retired school food service technician; Una W. Pesnell, retired school teacher, and Jane V. LeBoeuf, retired school food service technician, who recently passed away.

Motion of Mrs. Solet, seconded by Mr. Hamner, unanimously carried, the Board approved the minutes of School Board Meeting of February 4, 2020, as recorded.

Several announcements were made by President Benoit relative to upcoming meetings.

The following report of the Finance, Insurance, and Section 16 Lands Committee meeting was presented to the Board with Mr. Hamner, chairman, presiding:

Dear Members of the Board:

**The FINANCE, INSURANCE, AND SECTION 16 LANDS COMMITTEE** met at 5:00 P.M. on Tuesday, February 18, 2020, 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 Mrs. Debi Benoit, Board president, Mr. Dane Voisin, Dr. MayBelle Trahan, Mr. Roger Dale DeHart, Mr. Matthew Ford, Superintendent Philip Martin, and members of the staff.

Chairman Hamner called the meeting to order. The meeting began with the invocation and Pledge of Allegiance to the Flag.

Chairman Hamner addressed the Committee regarding Property Insurance Renewal for 2020/2021.

## **RECOMMENDATION NO. 1**

**The Committee recommends** that the Board accept the renewal offer for Property Insurance through USI Insurance Services, Inc., providing \$50 million limits per occurrence with \$12 million sub-limits for Named Storms, subject to \$100,000 deductible per occurrence for all perils except for a three percent (3%) deductible subject to \$500,000 minimum per occurrence for Named Storms, effective April 27, 2020, with an annual premium of \$1,047,311.

Mr. Curtis Constrantiche, Purchasing Agent, addressed the Committee regarding approval to advertise for bids on Hunting and Trapping Leases.

## **RECOMMENDATION NO. 2**

**The Committee recommends** that the Board authorize the Purchasing Department to advertise for bids on Hunting and Trapping Leases that are currently available and/or may become available during the annual renewal period.

Chairman Hamner presented information on a Monthly Budget-to-Actual Comparison report (attached).

Chairman Hamner presented an update on the Sales Tax collections report (attached). He stated that sales tax collections for the month of December 2019 are approximately 2% higher than December 2018.

There being no further business to come before the **Finance, Insurance, and Section 16 Lands Committee**, the meeting adjourned at 5:05 P.M.

Respectfully submitted,

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Clyde Hamner, Chairman

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Michael LaGarde, Vice Chairman

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Stacy Solet

RB/bp

Motion of Mrs. Solet, seconded by Mr. Harding, unanimously carried, the Board accepted the renewal offer for Property Insurance through USI Insurance Services, Inc., providing \$50 million limits per occurrence with \$12 million sub-limits for Named Storms, subject to \$100,000 deductible per occurrence for all perils except for a three percent (3%) deductible subject to \$500,000 minimum per occurrence for Named Storms, effective April 27, 2020, with an annual premium of \$1,047,311.

Motion of Dr. Trahan, seconded by Mrs. Solet, unanimously carried, the Board authorized the Purchasing Department to advertise for bids on Hunting and Trapping Leases that are currently available and/or may become available during the annual renewal period.

The report of the Finance, Insurance, and Section 16 Lands Committee meeting was concluded, and President Benoit reassumed the Chair.

The following report of the Education, Technology, and Policy Committee meeting was presented to the Board with Dr. Trahan, chairwoman, presiding:

Dear Members of the Board:

**The EDUCATION, TECHNOLOGY, and POLICY COMMITTEE** met on Tuesday, February 18, 2020, immediately following the 5:00 P.M. Finance, Insurance, and Section 16 Lands Committee; and the Executive Committee in the Board Room of the School Board Office with the following members present: Dr. MayBelle Trahan, chairwoman, Mr. Matthew Ford, vice chairman, and Mrs. Debi Benoit. Also in attendance were Mrs. Stacy Solet, Board vice president, Mr. Clyde Hamner, Mr. Roger Dale DeHart, Mr. Dane Voisin, Superintendent Philip Martin, and members of the staff.

Chairwoman Trahan called the meeting to order.

Mr. Nathan Cotten, STEM Curriculum Specialist, introduced Adrianna Adams, South Terrebonne High School Environmental Science Teacher, who presented information on Project Resilience. The project enables students to develop short- and long-term resilience plans for their communities in response to environmental impacts their region is experiencing, including flooding and coastal erosion. The project is funded through a grant from the National Academies of Sciences, which was awarded to the University Corporation for Atmospheric Research (UCAR) Center for Science Education. The Wetlands Discovery Center has worked closely with UCAR to develop the curriculum that is being implemented in the Environmental Science classes at our four high schools. Mrs. Adams stated that South Terrebonne High School is implementing Project NOAA (National Oceanic Atmospheric Administration) which studies destructive hurricanes and tropical storms of the past. Based on collected data, their goal is to predict what magnitude of destruction one would cause within our area, considering coastal erosion and land loss.

Mr. Cotten presented information on the 44<sup>th</sup> Annual Terrebonne Science and Engineering Fair that was held January 14-15, 2020, at the Houma Municipal Auditorium. A total of nine (9) schools, compiled of grades 6-12, competed. Top schools in each division were Houma Jr. High School and Terrebonne High School. Twenty-three (23) students qualified to compete at the state level in March, and two (2) students qualified to compete at the international level in May.

Mr. Cotten presented information on the Louisiana FIRST LEGO League (FLL) State Tournament. Five (5) teams from Broadmoor Elementary School, Lacache Middle School, Legion Park Elementary School, Mulberry Elementary School, and Upper Little Caillou Elementary School; and two (2) teams from Oakshire Elementary School qualified to compete. Team Bayou Bots from Broadmoor Elementary School placed in the top fifteen (15) teams out of sixty (60) that participated. Eighteen (18) K-8 schools in Terrebonne Parish have LEGO robots at their site.

There being no further business to come before the **Education, Technology, and Policy Committee**, the meeting adjourned at 5:41 P.M.

Respectfully submitted,

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MayBelle Trahan, Ed.D., Chairwoman

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Matthew Ford, Vice Chairman

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Debi Benoit

ABO/jb

The report of the Education, Technology, and Policy Committee meeting was concluded, and President Benoit reassumed the Chair.

The following report of the Buildings, Food Service, and Transportation Committee meeting was presented to the Board with Mr. Harding, chairman, presiding:

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; Executive Committee; and Education, Technology, and Policy Committee on Tuesday, February 18, 2020, in the Board Room of the School Board Office with the following members present: Mr. Dane Voisin, vice chairman, Mr. Roger Dale DeHart, and Dr. MayBelle Trahan, ad-hoc member. Mr. Gregory Harding, chairman, was absent. Also in attendance were Mrs. Debi Benoit, Board president; Mrs. Stacy Solet, Board vice president; Mr. Michael LaGarde, Mr. Matthew Ford, Mr. Clyde Hamner, Superintendent Philip Martin, and members of the staff.

Vice chairman Voisin called the meeting to order.

Mr. Brad Authement, Louisiana Magic Sports, Inc., addressed the Committee regarding the use of Oaklawn Middle School's softball field (attached).

### **RECOMMENDATION NO. 1**

**The Committee recommends** that the Board grant the request of Louisiana Magic Sports, Inc., to waive Policy FILE: E-1.6 Use of School Facilities, relative to the usage fee for Oaklawn Middle School's softball field for the 2020 softball season (March 2020 through March 2021), from 4:00 P.M. to 8:00 P.M. on weekdays, provided that the necessary insurance, non-profit status, and all other School Board policy requirements are met; and approval is obtained from the school's principal.

Mr. Jason Hutchinson, Principal, Covenant Christian Academy, addressed the Committee regarding the use of South Terrebonne High School's track (attached).

### **RECOMMENDATION NO. 2**

**The Committee recommends** that the Board grant the request of Covenant Christian Academy to waive Policy FILE: E-1.6 Use of School Facilities, relative to the usage fee for South Terrebonne High School's track for the 2020 track season (March 3, 2020, through May 10, 2020), from 5:00 P.M. to 6:30 P.M. on Mondays, Tuesdays, Thursdays, and Fridays, provided that the necessary insurance, non-profit status, and all other School Board policy requirements are met, and approval is obtained from the school's principal.

Mr. Curtis Constrantiche, Purchasing Agent, addressed the Committee regarding authorization to advertise for bids for Auxiliary Materials, Supplies, Equipment, and Services for the 2020-2021 school year.

### **RECOMMENDATION NO. 3**

**The Committee recommends** that the Board authorize the Purchasing Department to advertise for bids for Auxiliary Materials, Supplies, Equipment, and Services for the 2020-2021 school year.

Mr. Constrantiche addressed the Committee regarding authorization to advertise for Request for Proposals for a contract for kitchen hood inspections, maintenance, and repair.

### **RECOMMENDATION NO. 4**

**The Committee recommends** that the Board authorize the Purchasing Department to advertise for Request for Proposals for a contract for kitchen hood inspections, maintenance, and repair.

Mr. Constrantiche addressed the Committee regarding authorization to

advertise for Request for Proposals for a contract for maintenance/inspection of fire extinguishers.

**RECOMMENDATION NO. 5**

**The Committee recommends** that the Board authorize the Purchasing Department to advertise for Request for Proposals for a contract for maintenance/inspection of fire extinguishers.

Mrs. Monica Walther, MS, RD, LDN, Supervisor, Child Nutrition Program, addressed the Committee regarding acceptance of lowest bid received for a Freezer Truck.

**RECOMMENDATION NO. 6**

**The Committee recommends** that the Board accept the lowest bid received, meeting all specifications, for a Freezer Truck from ITA Truck & Sales Service, Lafayette, LA, in the amount of \$93,189.00, funds to be derived from the Child Nutrition Program Fund.

Mr. Sammy Poiencot, Plant Operations Manager, addressed the Committee regarding a construction update of South Terrebonne and Terrebonne High Schools' Auditorium Renovations Project.

Mr. Poiencot addressed the Committee regarding a construction update of the Mulberry Elementary School addition.

At this time, the Committee deviated from the regular order of the agenda to allow Mr. Poiencot to discuss maintenance updates (attached).

The Committee returned to the regular order of the agenda.

Superintendent Martin addressed the Committee regarding an update of the Facility Strategic Task Force.

There being no further business to come before the **Buildings, Food Service, and Transportation Committee**, the meeting was adjourned at 6:07 P.M.

Respectfully submitted,

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Dane Voisin, Vice Chairman

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Roger Dale DeHart

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Dr. MayBelle Trahan, Ad-hoc Member

SP/sn

Motion of Mr. Voisin, seconded by Mr. Hamner, unanimously carried, the Board granted the request of Louisiana Magic Sports, Inc., to waive Policy FILE: E-1.6 Use of School Facilities, relative to the usage fee for Oaklawn Middle School's softball field for the 2020 softball season (March 2020 through March 2021), from 4:00 P.M. to 8:00 P.M. on weekdays, provided that the necessary insurance, non-profit status, and all other School Board policy requirements are met; and approval is obtained from the school's principal.

Motion of Mr. Hamner, seconded by Dr. Trahan, unanimously carried, the Board granted the request of Covenant Christian Academy to waive Policy FILE: E-

1.6 Use of School Facilities, relative to the usage fee for South Terrebonne High School's track for the 2020 track season (March 3, 2020, through May 10, 2020), from 5:00 P.M. to 6:30 P.M. on Mondays, Tuesdays, Thursdays, and Fridays, provided that the necessary insurance, non-profit status, and all other School Board policy requirements are met, and approval is obtained from the school's principal.

Motion of Mrs. Solet, seconded by Mr. Hamner, unanimously carried, the Board authorized the Purchasing Department to advertise for bids for Auxiliary Materials, Supplies, Equipment, and Services for the 2020-2021 school year.

Motion of Mr. Voisin, seconded by Mrs. Solet, unanimously carried, the Board authorized the Purchasing Department to advertise for Request for Proposals for a contract for kitchen hood inspections, maintenance, and repair.

Motion of Dr. Trahan, seconded by Mr. Voisin, unanimously carried, the Board authorized the Purchasing Department to advertise for Request for Proposals for a contract for maintenance/inspection of fire extinguishers.

Motion of Mr. Hamner, seconded by Mrs. Solet, unanimously carried, the Board accepted the lowest bid received, meeting all specifications, for a Freezer Truck from ITA Truck & Sales Service, Lafayette, LA, in the amount of \$93,189.00, funds to be derived from the Child Nutrition Program Fund.

The report of the Buildings, Food Service, and Transportation Committee meeting was concluded, and President Benoit reassumed the Chair and presided for the remainder of the proceedings.

The Executive Committee report was then presented to the Board.

Motion of Mrs. Solet, seconded by Mr. LaGarde, unanimously carried, the Board received the following Executive Committee report in its entirety:

Dear Members of the Board:

The **EXECUTIVE COMMITTEE** met immediately following the 5:00 P.M. Finance, Insurance, and Section 16 Lands Committee meeting on Tuesday, February 18, 2020, in the Board Room of the School Board Office with the following members present: Mrs. Debi Benoit, president, Mrs. Stacy Solet, vice president, and Mr. Michael LaGarde. Also in attendance were Mr. Dane Voisin, Dr. MayBelle Trahan, Mr. Roger Dale DeHart, Mr. Matthew Ford, Mr. Clyde Hamner, and Superintendent Philip Martin.

Board president Benoit called the meeting to order.

**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 5:08 P.M.

Respectfully submitted,

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Debi Benoit, President

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Stacy Solet, Vice President

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Michael LaGarde

RB/bp

The Executive Committee report was concluded.

Ms. Tara Lambeth, Assistant Director, Terrebonne Parish Planning & Zoning Commission, addressed the Board and gave a brief power point presentation on the upcoming 2020 Census.

Motion of Mr. Hamner, unanimously seconded, unanimously carried, the Board approved the following proclamation recognizing March 19, 2020, as "Retired Teachers' Day" in the Terrebonne Parish School District:

### **PROCLAMATION**

**Whereas** Louisiana's retired teachers have devoted their careers to the education and training of tens of thousands of Louisiana's youth; and

**Whereas** Louisiana's retired teachers have provided job and social skill training for adults throughout the state; and

**Whereas** Louisiana's retired teachers have rendered valuable services in diverse leadership roles to their communities and institutions throughout their careers and continue to render such services as retirees; and

**Whereas** Louisiana's retired teachers represent the profession, which is given the basic responsibility for launching the careers of state and national leaders, and for laying the foundation for the welfare of all members of our society; and

**Whereas** Louisiana's retired teachers represent a tremendous pool of experience and training which remains dedicated to the betterment of society everywhere; and

**Whereas** Louisiana's retired teachers represent a loyal, patriotic, and concerned citizenry which provides a dedicated and dependable support to the leaders in our communities, state and nation; now, therefore, be it

**Resolved**, that by proclamation of the Honorable Governor John Bel Edwards the Terrebonne Parish School Board also recognizes and hereby proclaims March 19, 2020, as "**Retired Teachers' Day;**" and be it further

**Resolved**, that copies of this proclamation be forwarded to all Terrebonne Parish Public Schools and office buildings.

The Board then recognized Members of the Terrebonne Retired Teachers' Association and the Retired Teachers' Education Association who were in attendance at tonight's meeting.

Superintendent Philip Martin announced, for informational purposes, the following personnel appointment and gave introduction:

- Assistant Principal, H. L. Bourgeois High School – Zack Hill

Superintendent Martin presented the following personnel actions for the period of January 27, 2020, through February 21, 2020 [list of professional instructional and non-instructional/support personnel (appointments, resignations, and retirements – Information Only)]:

<b>New Employees - Non-Instructional Personnel</b>					
Name	Position		Location		Effective Date
BERGERON, ASHLYN	SFS TECHNICIAN		SOUTH TERREBONNE HIGH		01/31/20
BRISTER, TOMEKA	SFS TECHNICIAN		SOUTH TERREBONNE HIGH		01/31/20
MCKINLEY, TYWANA	BUS DRIVER REG ED		TRANSPORTATION		01/28/20
NAQUIN, KELL	CUSTODIAN III-A 12M		MONTEGUT MIDDLE		02/03/20
RODRIGUE, ASHLEY	SFS TECHNICIAN		UPPER LITTLE CAILLOU ELEM		01/31/20
TIBO, CHERYL	SFS TECHNICIAN		MULBERRY ELEMENTARY		01/31/20
ZELAYA, DUSTY	SFS TECHNICIAN		MONTEGUT MIDDLE		01/31/20
<b>Resignations - Professional Instructional Personnel</b>					
Name	Position	Certification	Location	Term Code	Term Date
ACOSTA, HILLARY	ELEM 1-8 TEACHER	Certified	EVERGREEN JUNIOR HIGH	Resigned	02/12/20
GROS, ADAM	SECONDARY TEACHER	Degreed/Non-Certified	ELLENDER MEMORIAL HIGH	Resigned	02/10/20
<b>Resignations - Non-Instructional Personnel</b>					
Name	Position		Location	Term Code	Term Date
AUTHEMENT, LOLITA	BUS DRIVER REG ED		TRANSPORTATION	Resigned	01/28/20
JACKSON, DANIELLE	BUS DRIVER SP ED		TRANSPORTATION	Resigned	01/29/20
NEIL, LORITA	BUS DRIVER REG ED		TRANSPORTATION	Resigned	01/29/20
<b>Retirements - Professional Instructional Personnel</b>					
Name	Position	Service Years	Location	Term Code	Term Date
LOTZ, GERARD	ASST PRIN HIGH SCH	25.16 YEARS	H L BOURGEOIS HIGH	Service Retirement	02/07/20
<b>Retirements - Non-Instructional Personnel</b>					
Name	Position	Service Years	Location	Term Code	Term Date
FALCON, CHERYL	SP ED BUS ATTENDANT	22.55 YEARS	TRANSPORTATION	Service Retirement	01/28/20
LAJAUNIE, MARY	ADMIN SECRETARY I	20.50 YEARS	WEST PARK ANNEX SP ED	Service Retirement	02/07/20
PRICE, ROSIE	SPECIAL ED PARA	16.52 YEARS	SCHOOL FOR EXCEPT CHILDREN	Service Retirement	02/05/20

At this time, President Benoit recognized several members of Leadership Terrebonne who were in attendance at tonight's meeting.

Motion of Mr. Harding, seconded by Mr. Hamner, unanimously carried, the Board voted to go into executive session, at this time (6:27 P.M.), relative to a parent appeal for early readmission of Student #0142210.

Motion of Mr. Ford, seconded by Mr. Voisin, unanimously carried, the Board reconvened in regular session (6:45 P.M.) with all members present, with the exception of Mr. DeHart who was absent.

Mr. Harding moved, seconded by Mr. Hamner, that the Board allow Student #0142210 to return to the base school tomorrow, subject to signing a contract.

A roll call vote having been called for on the motion, the vote thereon was as follows:

**YEAS:** Mr. LaGarde, Mr. Harding, Mr. Ford, Mrs. Benoit, Mrs. Solet, and Mr. Hamner

**NAYS:** Dr. Trahan and Mr. Voisin

**ABSENT:** Mr. DeHart

President Benoit declared the foregoing motion carried.

Motion of Mrs. Solet, seconded by Mr. Voisin, unanimously carried, the Board voted to adjourn its meeting (**6:50 P.M.**).

/s/ Philip Martin, Secretary

/s/ Debi Benoit, President

RLB

3/03/2020 SCHOOL BOARD MEETING