

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

School Board Meeting – September 1, 2020

Order of Business

6:00 P.M.

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Matter pertaining to selection of a Board Member to preside over School Board Meeting of September 1, 2020, in the absence of the Board President and Board Vice President
6. Approval of Minutes of Special School Board Meeting of July 21, 2020, and Regular School Board Meeting of August 4, 2020

RECOMMENDATION: That the Board approve the minutes of Special School Board Meeting of July 21, 2020, and Regular School Board Meeting of August 4, 2020, as recorded.

7. Announcements

9/15

5:00 Education, Technology, & Policy Committee
Buildings, Food Service, & Transportation Committee
Finance, Insurance, & Section 16 Lands Committee
Executive Committee

Special School Board Meeting (**immediately following
Committee meetings**)

10/06

6:00 Regular School Board Meeting

8. Board Committee Meeting Reports
 - A. Finance, Insurance, & Section 16 Lands Committee (see attached Committee Report of August 18, 2020, meeting)
 - B. Education, Technology, & Policy Committee (see attached Committee Report of August 18, 2020, meeting)
 - C. Buildings, Food Service, & Transportation Committee (see attached Committee Report of August 18, 2020, meeting)
 - D. Executive Committee (see attached Committee Report of August 18, 2020, meeting)
9. Superintendent's Agenda
 - A. Agenda Items
 - (1) Proclamation in Observance of Constitution Week, September 17-23, 2020

RECOMMENDATION: That the Board approve the following proclamation recognizing September 17-23, 2020, as Constitution Week:

PROCLAMATION

Whereas our Founding Fathers, in order to secure the blessings of liberty for themselves and their posterity, did ordain and establish a Constitution for the United States of America;

Whereas it is of the greatest importance that all citizens fully understand the provisions and principles contained in the Constitution in order to support, preserve, and defend it against all encroachment;

Whereas the two hundred thirty-third anniversary of the signing of the Constitution provides a historic opportunity for all Americans to realize the achievements of the Framers of the Constitution and the rights, privileges, and responsibilities it affords; and

Whereas the independence guaranteed to American citizens, whether by birth or naturalization, should be celebrated by appropriate ceremonies and activities during Constitution Week, September 17 through 23, as designated by proclamation of the President of the United States of America in accordance with Public Law 915; now, therefore, be it

Resolved that the Terrebonne Parish School Board, in conjunction with the Bayou Lafourche Chapter of the National Society, Daughters of the American Revolution, does hereby proclaim the week of September 17 through 23, 2020, as "Constitution Week" in the schools of Terrebonne Parish and does urge all students to study the Constitution, and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves; be it further

Resolved that copies of this proclamation be forwarded to all Terrebonne Parish public schools and office buildings.

- (2) Matter pertaining to new Policy FILE: E-1.1e Public Health Emergency

RECOMMENDATION: That the Board approve the following new Policy FILE: E-1.1e Public Health Emergency:

NEW POLICY

FILE: E-1.1e

Cf: A-10.1, F-12.6d, H-3.6d

PUBLIC HEALTH EMERGENCY

When a declared public health emergency exists, the Terrebonne Parish School Board shall grant the Superintendent broad authority to develop, implement, and maintain administrative regulations and

procedures necessary to protect employees and students from the conditions giving rise to the declared emergency.

In the development and implementation of necessary administrative regulations and procedures for safely reopening of schools or maintaining the safety of employees and students when schools are open during a health emergency, the Superintendent and staff shall rely upon the practices, guidelines, and suggestions of the Louisiana Department of Education in coordination with the Department of Health and Hospitals.

The Terrebonne Parish School Board adopts and incorporates as if set forth fully herein, the provisions of Chapter 4 of Bulletin 741, *Louisiana Handbook for School Administrators*, for the 2020-2021 school year, and shall abide by the health and safety standards included therein.

New Policy: July 2020

Ref: La. Rev. Stat. Ann. §17:81, 17:439.1, 17:3391; Louisiana Handbook for School Administrators, Bulletin 741, Louisiana Department of Education.

(3) Personnel Section

(a) Announcement of Administrative Assignments for 2020-2021 School Year (Information Only)

ADMINISTRATIVE (CENTRAL OFFICE) ASSIGNMENTS FOR 2020-2021 SCHOOL YEAR

Assistant Superintendent, Curriculum & Instruction
Chief Financial Officer
Supervisor of Transportation/Safety
Supervisor, Special Education Services
District Assessment & Accountability Administrator
Network System Administrator
Executive Assistant to the Board
Turnaround Specialist
Risk Manager
Supervisor, Child Welfare & Attendance
Chief Accountant
Supervisor, Elementary/Middle Education

Aubrey "Bubba" Orgeron, Jr.
Rebecca Breaux
Devlin Aubert
Mary Aucoin
Dr. Myra Austin
Christopher Babin
Ramona Brunet
Margaret Cage
Jack Moore/Curtis Constrantiche
Alton Johnson
Michelle Klingman
Sandra LaRose

Data Processing Manager
Supervisor, Federal Programs
Plant Operations Manager
Supervisor, Secondary/Vocational/Adult/Driver Ed.
Supervisor, Child Welfare & Attendance
Supervisor, Child Nutrition Program
Personnel Supervisor

Dale Legendre
Peggy Marcel
Sammy Poiencot
Mark Torbert
Kim Vauclin
Monica Walther
Dr. Debra Yarbrough

ADMINISTRATIVE (PRINCIPAL) ASSIGNMENTS FOR 2020-2021 SCHOOL YEAR

Acadian Elementary School
Bayou Black Elementary School
Bourg Elementary School
H. L. Bourgeois High School
Broadmoor Elementary School
Caldwell Middle School
Coteau-Bayou Blue Elementary School
Dularge Elementary School
East Street School
Ellender Memorial High School
Evergreen Junior High School
Gibson Elementary School
Grand Caillou Elementary School
Grand Caillou Middle School
Honduras Elementary School
Houma Junior High School
Lacache Middle School
Legion Park Elementary School
Lisa Park Elementary School
Montegut Elementary School
Montegut Middle School
Mulberry Elementary School
Oaklawn Middle School
Oakshire Elementary School
Pointe-Aux-Chenes Elementary School
School for Exceptional Children
Schriever Elementary School
South Terrebonne High School
Southdown Primary Elementary School
Southdown Upper Elementary School
Terrebonne High School
Upper Little Caillou Elementary School
Village East Elementary School
Louis Miller Terrebonne Career & Technical High School
Bayou Cane Adult Ed. Administrator

Dr. Monica Breaux
Melynda Rodrigue
Jennifer Blanchard
Matthew Hodson
Melissa Soileau
Charles Bergeron
Nikki Fanguy
Cheryl Degruise
Tommy Salter
Darrell Dillard
Dr. Madge Gautreaux
LaCest Campbell
Amanda Callahan
John Campbell
Melanie Edmonds
Jason Corbin
Mark Thibodeaux
Sharri McGuire
Misty Richard
Andrea Rodrigue
Jennifer Pitre
Gwen Ferguson
Torrey Carter
Tammy Camille
Cindy Chauvin
Sharnell Thompson
Miranda Babin
Blaise Pellegrin
Kanika Smith
Casannah Moses
Scotty Dryden
Trisha Melancon
Terez LeBlanc
William Simmons, Jr.
Marilyn Schwartz

(b) Leave of Absence

1) Family and Medical Leave

RECOMMENDATION: That the Board approve a family and medical leave in accordance with Policy (FILE: F-11.4a) for Kathryn Holloway, Pre-K School Paraprofessional at Oakshire Elementary School, beginning October 8, 2020, through January 7, 2021 (family).

(c) Personnel Actions for Period of May 29, 2020, through August 21, 2020 [list of professional instructional and non-instructional/support personnel (appointments, resignations, and retirements – Information Only)]

10. 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.

RLB

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

September 1, 2020

Dear Members of the Board:

The **FINANCE, INSURANCE, AND SECTION 16 LANDS COMMITTEE** met at 5:00 P.M. on Tuesday, August 18, 2020, in the Board Room of the School Board Office with the following members present: Mr. Clyde Hamner, chairman, and Mr. Michael LaGarde, vice chairman. Mrs. Stacy Solet was absent. Also in attendance were Mr. Dane Voisin, Dr. MayBelle Trahan, Mr. Matthew Ford, Mr. Gregory Harding, 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.

Mrs. Debi Benoit, Board president, and Mr. Roger Dale DeHart entered the meeting at this time.

Mr. Len Fontaine, Senior Vice President, Hub International, presented information on Group Health Claims.

Mr. Stanwood Duval, Attorney, Duval, Funderburk, Sundbery, Richard, & Watkins, presented information on the settlement with Halliburton and Transocean from the BP Oil Spill.

RECOMMENDATION NO. 1

The Committee recommends that the net proceeds, in the amount of \$754,889.20, from the settlement with Halliburton and Transocean, relative to the BP Oil Spill, be deposited into the Building Fund for use on future construction or maintenance projects.

Superintendent Martin addressed the Committee regarding consideration

of the Budget Adoption Resolution, providing for adoption of the following Original Operating Budgets for Fiscal Year 2020/2021:

- a. General Operating Fund
- b. 1 Cent Sales Tax Fund
- c. 1/2 Cent Sales Tax Fund
- d. 3/4 Cent Sales Tax Fund
- e. Child Nutrition Program Fund
- f. Special Revenue Funds

RECOMMENDATION NO. 2

The Committee recommends that the Board adopt the following Budget Adoption Resolution which provides for adopting the General Operating Fund, 1 Cent Sales Tax Fund, 1/2 Cent Sales Tax Fund, 3/4 Cent Sales Tax Fund, Child Nutrition Program Fund, and various Special Revenue Funds for the 2020/2021 Fiscal Year:

TERREBONNE PARISH SCHOOL BOARD BUDGET ADOPTION RESOLUTION

RESOLUTION NO. ____

Resolution adopting operating budgets for the fiscal year beginning July 1, 2020, and ending June 30, 2021.

BE IT RESOLVED by the Terrebonne Parish School Board that:

1. The Operating Budgets for the General Operating, 1 Cent Sales Tax, 1/2 Cent Sales Tax, 3/4 Cent Sales Tax, Child Nutrition Program and various Special Revenue Funds for the 2020/2021 fiscal year be adopted and hereby declared to serve as appropriations of the amounts therein set forth until amendments thereto be adopted;
2. The amounts expended during the fiscal year shall not exceed the appropriations set forth in such budgets and all subsequent amendments thereto;

3. The Board reserves solely and exclusively unto itself the right, power and authority to:
 - a. Adopt budgets and make, approve, change, or reject appropriations for any and all funds, fund types, programs, grants, awards, or projects, irrespective of the source of funding;
 - b. Make such amendments to any budgets as the economic circumstances prevailing or arising during the fiscal year may demand; and
 - c. Make appropriations and expenditures for any contingency or emergency of any nature that may arise during the course of the fiscal year;
4. This resolution shall continue in effect until superseded by the budget adoption resolution of the ensuing fiscal year;
5. If, at the end of any fiscal year, the appropriations necessary for the support of expenditures of the ensuing fiscal year have not been made, then fifty percent of the amounts appropriated in the appropriation resolution for the last completed fiscal year shall be deemed appropriated for the objects and purposes specified in the resolution for the preceding fiscal year, as provided by R.S. 39:1311;
6. Budget amendment authority of the Board and certain operating officers, delineated by fund or fund type, is as follows.

I. GENERAL PROVISIONS

- A. All original operating budgets for the fiscal year for all funds, programs, grants, or projects shall be presented to the Finance Committee. The Finance Committee shall submit such budgets to the Board accompanied by the Committee's recommendation for adoption or rejection.

- B. Authorization of any expenditure or award of any contract by the Board shall constitute authority to disburse funds and effect such budget amendments as may be required.
- C. Approval of employment, positions, or compensation adjustments by the Board shall constitute authority to disburse funds and effect such budget amendments as may be required.

II. PROVISIONS APPLICABLE TO INDIVIDUAL FUNDS AND FUND TYPES

A. GENERAL OPERATING FUND

1. Subsequent to adoption of the Original Operating Budget, the Superintendent and Chief Financial Officer shall jointly possess authority to reallocate funds among expenditure accounts within function/service areas, as defined by the General Operating Fund's Internal Chart of Accounts. General Fund budget amendments made upon internal authority shall be provided to the Board through the Finance Committee.
2. The Finance Committee and Board shall consider for approval all proposed increases or decreases in funds appropriated for any function/service area. Such proposals shall be directed to the Finance Committee for submission to the Board. The aforementioned officials shall direct requests requiring Board approval to the Finance Committee, with their recommendation thereon, for submission to the Board.
3. Other Financing Uses - Operating Transfers. Authority to effect necessary budget revisions or transactions for operating transfers to local, state, or federal special funds which are dependent upon the amount of current year revenues, expenditures actually incurred, or operating deficits will be held by the Superintendent and Chief Financial Officer.

B. 1 CENT SALES TAX FUND OF 1996

1. The nature and kind of expenses and expenditures assigned to and accounted for in the Fund shall be governed by School Board

Resolution Number 1587 dated February 6, 1996, Resolution Number 1588 dated May 7, 1996, and Ordinance Number 1590 (levying the tax) dated May 7, 1996.

2. Section I - GENERAL PROVISIONS paragraphs A, B, and C above shall apply to the operations of the Fund.
3. Subsequent to adoption of the Original Operating Budget, the Superintendent and Chief Financial Officer shall jointly possess authority to reallocate appropriations, expenses, and expenditures among the accounts within the dedicated allocations of the tax as defined by the governing resolutions and the Fund's Internal Chart of Accounts.
4. All budget revisions shall be provided to the School Board through the Finance Committee.

C. 1/2 CENT SALES TAX FUND OF 2014

1. The nature and kind of expenses and expenditures assigned and accounted for in the Fund shall be governed by School Board Resolution Number 1867 and Ordinance Number 1868 levying the tax.
2. Subsequent to adoption of the Original Operating Budget, the Superintendent and Chief Financial Officer shall jointly possess authority to reallocate appropriations, expenses, and expenditures among the accounts within the dedicated allocations of the tax as defined by the governing resolutions and the Fund's Internal Chart of Accounts.

D. 3/4 CENT SALES TAX FUND OF 1975

1. Subsequent to adoption of the Original Operating Budget, the Superintendent and Chief Financial Officer shall jointly possess authority for reallocation of funds as defined below.
 - a. Expenditures monitored by organizational unit (school).

- 1) Said officials shall be authorized to reallocate appropriation balances of school sales tax allotments, school allotments for various instructional areas (School Board Allotments), any special allotments, and any other expenditures controlled by individual school budgets, within the individual school appropriation accounts, as necessary, to prevent expenditures in excess of individual school budgets or account appropriation balances.
- 2) Increases in allotments to any or all organizations (schools) and new allotments will be considered by the Finance Committee and submitted to the Board for approval or rejection.

b. Other Expenditures

- 1) The aforementioned officials shall have the authority to reallocate, within function/service areas, those expenditures not monitored by individual organizational (school) budgets.
- 2) Proposed increases in funds allocated to any function/service area where expenditures are not controlled by organizational (school) budgets shall be considered by the Finance Committee and submitted to the Board for approval or rejection.

c. Other Financing Uses

- 1) Operating Transfers. Authority to effect necessary budget revisions or transactions for operating transfers to other funds which are dependent upon the amount of current year revenues, expenditures actually incurred, or operating deficits will be jointly held by the Superintendent and Chief Financial Officer.
- 2) All budget revisions shall be provided to the School Board through the Finance Committee.

E. CHILD NUTRITION PROGRAM FUND

1. Subsequent to adoption of the Original Operating Budget, the Superintendent, Chief Financial Officer, and Supervisor of Child Nutrition Programs shall possess the authority to reallocate funds within the Food Service function/service area.
2. Increases in Child Nutrition Program Fund expenditures proposed subsequent to adoption of the Original Budget, with the exception of those expenses which are directly influenced by meal preparation volume, will be presented to the Finance Committee for submission to the Board.
3. Prior to presentation of proposed budget revisions, expenditures, or capital outlay requests to the Board or Finance Committee, any necessary approvals by regulatory agencies will be secured by the Supervisor of Child Nutrition Programs.

F. SPECIAL REVENUE FUNDS - LOCAL, STATE, AND FEDERAL

1. All original program or fund budgets for the Local, State, and Federal Special Revenue Funds will be presented to the Finance Committee for submission to the Board. With reference to State and Federal Special Funds, the original program budget referred to in E-1 is defined as the final written award approved by the regulatory authority indicating the actual monetary grant to the school system.
2. During the course of the fiscal year, any new programs, proposals, or changes in existing programs, with the exception of transfers to fund operating deficits, which increase or reduce the total operating budget for the program or fund will be presented to the Finance Committee.

- a. The Finance Committee will submit such new amended budgets to the Board along with its recommendation for approval or rejection.
 - b. Any necessary approvals by State or Federal regulatory authorities will be obtained by the Program Manager prior to presentation to the Finance Committee.
3. The Program Manager, Superintendent, and Chief Financial Officer shall jointly possess authority to effect transfers of funds to offset operating deficits incurred in the Local, State, and Federal Special Funds.
4. Prior to formal approval of the budget for a program project, grant, or fund by the School Board, any expenditure of funds for any purpose shall be approved, in written form, by the Program Manager, Superintendent, and Chief Financial Officer.
5. Subsequent to adoption of the Original Budget, the Program Manager, pursuant to obtaining any required approvals from State or Federal regulatory authorities, shall, with the concurrence of the Finance Department, have the authority to reallocate appropriations within State or Federal Special Funds.

G. CAPITAL PROJECTS FUNDS

1. Board approval of projects, contracts, change orders, or expenditures will constitute authority for budget amendments and expenditure of funds.
2. The Superintendent, with notice to the Board, will have authority to authorize expenditures and budget revisions for projects costing \$5,000 or less during a fiscal year, with a maximum of \$20,000 so authorized during a fiscal year, exclusive of expenditures authorized but not expended during prior years.

3. All other proposed expenditures of the Capital Projects Funds shall be submitted to the Board accompanied by the recommendation of the appropriate committee.

H. DEBT SERVICE FUNDS

All expenditures related to debt service, with the exception of payment of loan or bond principle, interest, paying agent's fees, bank service charges, and tax collection expenses, not authorized in the Original Operating Budget, shall be submitted to the Board through the Finance Committee.

I. INTERNAL SERVICE FUNDS

1. All expenditures of the internal service funds not authorized in the Original Operating Budget shall be submitted to the Board through the Finance Committee, accompanied by the Finance Committee's recommendation for approval or rejection.
2. The Superintendent, Chief Financial Officer, and Program Manager shall have joint authority to reallocate expenses/expenditures within each Internal Service Fund.

Mrs. Rebecca Breaux, Chief Financial Officer, addressed the Committee regarding the Fiscal Year 2019/2020 Louisiana Compliance Questionnaire (attached).

RECOMMENDATION NO. 3

The Committee recommends that the Board adopt the following resolution in reference to the Louisiana Compliance Questionnaire for the 2019/2020 Fiscal Year:

**TERREBONNE PARISH SCHOOL BOARD
RESOLUTION NO. ____**

BE IT RESOLVED, That the Terrebonne Parish School Board, in connection with the June 30, 2020, audit, adopts the Louisiana

Compliance Questionnaire for submission to LaPorte CPAs and Business Advisors, and confirms that the representations made therein are to the best of the Board's knowledge and belief, and

BE IT FURTHER RESOLVED, That Debi Benoit, President of the Terrebonne Parish School Board, Philip Martin, Superintendent, and Rebecca Breaux, Chief Financial Officer, be authorized to sign said Questionnaire.

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 June 2020 are approximately 9% higher than June 2019.

There being no further business to come before the **Finance, Insurance, and Section 16 Lands Committee**, the meeting adjourned at 5:34 P.M.

Respectfully submitted,

Clyde Hamner, Chairman

Michael LaGarde, Vice Chairman

RB/bp

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

September 1, 2020

Dear Members of the Board:

The **EDUCATION, TECHNOLOGY, AND POLICY COMMITTEE** met on Tuesday, August 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: Mr. Gregory Harding, Mr. Clyde Hamner, Mr. Roger Dale DeHart, Mr. Michael LaGarde, Mr. Dane Voisin, Superintendent Philip Martin, and members of the staff.

Chairwoman Trahan called the meeting to order.

Mrs. Mary Aucoin, Supervisor of Special Education, presented the Interagency Agreement between Terrebonne Parish School Board and the Terrebonne Parish Consolidated Government Head Start Program for the 2020-2021 School Year.

Ms. Diane Powell, Administrator, Terrebonne Parish Consolidated Government Head Start Program, addressed the Committee regarding the Interagency Agreement.

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 2020-2021 School Year and authorize the Board president to sign all necessary documents pertaining thereto.

Mr. Alton Johnson, Supervisor of Child Welfare and Attendance,

presented the 2020-2021 Code of Student Conduct. He stated there were no revisions for this school year.

Mr. Bubba Orgeron, Assistant Superintendent, presented information on the Comprehensive Instructional Plan. He stated that the Plan includes Phase I, Phase II, and Phase III school opening protocols and is posted on the Terrebonne Parish School District website (www.tpsd.org).

Mr. LaGarde discussed the process on how the public is able to voice concerns at Terrebonne Parish School Board meetings. The Committee requested that staff look into various ways of public speaking at meetings and report back to the next Education, Technology, and Policy Committee meeting.

Mr. LaGarde discussed the possibility of video/live-streaming of the Terrebonne Parish School Board meetings. The Committee requested that staff look into various ways to provide live-streaming of meetings and report back to the next Education, Technology, and Policy Committee meeting.

There being no further business to come before the **Education, Technology, and Policy Committee**, the meeting adjourned at 6:37 P.M.

Respectfully submitted,

MayBelle Trahan, Ed.D., Chairwoman

Matthew Ford, Vice Chairman

Debi Benoit

ABO/jb

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

September 1, 2020

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, August 18, 2020, in the Board Room of the School Board Office with the following members present: Mr. Gregory Harding, chairman, Mr. Dane Voisin, vice chairman, and Mr. Roger Dale DeHart. Also in attendance were Mrs. Debi Benoit, Board president, Mrs. Stacy Solet, Board vice president, Dr. MayBelle Trahan, Mr. Michael LaGarde, Mr. Matthew Ford, Mr. Clyde Hamner, Superintendent Philip Martin, and members of the staff.

Chairman Harding called the meeting to order.

Mrs. Monica Walther, MS, RD, LDN, Supervisor, Child Nutrition Program, addressed the Committee regarding authorization to advertise for six-month bids for Meats and Frozen Items, and Canned and Dry Goods for the 2021 spring school session.

The Committee recommends that the Board authorize the Child Nutrition Department to proceed with the advertisement of six month bids (January 1, 2021, through June 30, 2021), for Meats and Frozen Items, and Canned and Dry Goods for the 2021 spring school session.

Mr. Merlin Lirette, AIA, CEFP, The Merlin Group, Ltd., addressed the Committee regarding bids received for the Mulberry Elementary School addition.

The Committee recommends that the Board accept the lowest responsible bid received, meeting all specifications, reviewed and

approved by the Merlin Group, Ltd., for construction of the Mulberry Elementary School addition, from Thompson Construction, Inc., for a total base bid of \$13,478,000, plus Alternate #1 for \$11,000 (1/2" laminated glass and 18 mil ballistic film on interior doors in foyer area), and Alternate #2 for \$39,000 (18 mil ballistic film on all exterior windows and doors), increase the previously approved project budget by \$1,496,516 (from \$13,378,873 to \$14,875,389), funds to be derived from proceeds of Limited Tax Revenue Bonds, Series 2019, and the Building Fund; and further, authorize the Board president to sign all necessary documents pertaining thereto.

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 7:00 P.M.

Respectfully submitted,

Gregory Harding, Chairman

Dane Voisin, Vice Chairman

Roger Dale DeHart

SP/sn

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

September 1, 2020

Dear Members of the Board:

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

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 5:38 P.M.

Respectfully submitted,

Debi Benoit, President

Michael LaGarde

RB/bp