

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

**School Board Meeting – May 19, 2020
(In Compliance with Governor John Bel Edwards’ Proclamation, as it
relates to Public Meetings due to Covid-19, Phase I Capacity is Limited
to 25%)**

Order of Business

6:00 P.M.

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes of School Board Meeting of March 3, 2020, and Special Emergency School Board Meeting of March 20, 2020

RECOMMENDATION: That the Board approve the minutes of School Board Meeting of March 3, 2020, and Special Emergency School Board Meeting of March 20, 2020, as recorded.

6. Announcement

5/18-22 Educational Bosses’ Week

7. Superintendent’s Agenda

A. Agenda Items

- (1) Matter bearing upon Adoption of Resolution changing Date for 5.41 Mills Ad Valorem Tax Renewal Election

RECOMMENDATION: That the Board adopt 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

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:

NAYS:

ABSENT:

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

/s/ Philip Martin
Secretary

/s/ Debi Benoit
President

- (2) Matter bearing upon Disaster Recovery Manager/FEMA Grants Manager (Information)
- (3) Matter bearing upon Receipt of Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Funding through the Elementary and Secondary School Emergency Relief Fund (Information)
- (4) Matter bearing upon Group Term Life and Disability Insurance

RECOMMENDATION: That the Board accept the renewal offer for Group Term Life and Disability Insurance from Companion Life Insurance Company, through Alford and Associates, effective October 1, 2020, at the current rates, for an additional two (2) year period, through September 30, 2022, and further, authorize the Board president to sign all necessary documents pertaining thereto.

(5) Matter bearing upon Cyber Liability Insurance

RECOMMENDATION: That the Board accept 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.

(6) Matter bearing upon Excess Workers' Compensation Insurance

RECOMMENDATION: That the Board accept 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.

(7) Matter bearing upon Acceptance of Bid for Office Supply Catalog Contract

RECOMMENDATION: That the Board accept 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.

(8) Matter bearing upon Bid Results for Section 16 Hunting and Trapping Leases

RECOMMENDATION: That the Board accept 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, allow the Purchasing Department to re-advertise those sections where no bid was received and/or those sections in which leases were surrendered, and further, authorize the Board president to sign all necessary

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.

- (12) Matter bearing upon acceptance of bid on Fruit Juice for the 2020-2021 School Session

RECOMMENDATION: That the Board accept 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.

- (13) Matter bearing upon acceptance of bids for Canned and Dry Goods for the 2020-2021 Fall Session

RECOMMENDATION: That the Board accept 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.

- (14) Matter bearing upon acceptance of bid for Milk and Milk Products for the 2020-2021 School Session

RECOMMENDATION: That the Board accept the 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

- (15) Matter bearing upon acceptance of bids for Supplies and Disposables for the 2020-2021 School Session

RECOMMENDATION: That the Board accept 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.

- (16) Matter bearing upon acceptance of bid for Fresh Fruits and Vegetables for the 2020-2021 School Session

RECOMMENDATION: That the Board accept 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.

- (17) Matter bearing upon Acceptance of Bids for Auxiliary Department Materials, Equipment, Supplies, and Services

RECOMMENDATION: That the Board accept the lowest bids received (attached), 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, authorize the Board president to sign all necessary documents pertaining thereto.

- (18) Matter bearing upon Acceptance of Proposal for Fire Extinguisher Inspection and Maintenance

RECOMMENDATION: That the Board accept 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.

- (19) Matter bearing upon Acceptance of Proposal for Kitchen Hood Inspection and Maintenance Services

RECOMMENDATION: That the Board accept 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.

- (20) Matter bearing upon Extension of Linen Service Contract for the 2020-2021 School Session

RECOMMENDATION: That the Board approve 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.

- (21) Matter bearing upon Extension of Concentrated Detergents and Related Items' Contract for the 2020-2021 School Session

RECOMMENDATION: That the Board approve 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.

- (22) Matter bearing upon Renewal of Agreement between Terrebonne Parish School Board and Terrebonne Parish Consolidated Government relative to the Head Start Program

RECOMMENDATION: That the Board approve 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.

- (23) Matter bearing upon Update on Mulberry Elementary School Construction (Information) – Merlin Lirette
- (24) Matter bearing upon Compensatory Summer Learning Program (Information)
- (25) Matter pertaining to the 2020-2021 School Calendar

RECOMMENDATION: That the Board approve and ratify 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.)**

- (26) Matter pertaining to High School Graduations
- (27) Personnel Section

(a) Leaves 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 Ann Parker, Custodian II at Legion Park Elementary School, beginning May 21, 2020, through June 30, 2020 (medical).

2) Leave Without Pay

RECOMMENDATION: That the Board approve 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).

8. Individual School Board Member

A. Mr. Clyde Hamner – Legislative Update

9. Adjournment

Philip Martin, Superintendent
Terrebonne Parish School Board
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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