

# TERREBONNE

Parish School District

201 Stadium Drive, Houma, Louisiana 70360  
(985) 876-7400/www.tpsd.org

Engage, Educate, and Empower Every Student, Every Day

## REVISED

Notice Posted: \_\_\_\_\_  
(Date) (Time)

### NOTICE OF PUBLIC MEETING

A Public Meeting will be held as follows:

DATE: May 4, 2021

TIME: 6:00 P.M.

PLACE OF MEETING: Terrebonne Parish School Board Office  
201 Stadium Drive, Houma, LA 70360

### AGENDA

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes of School Board Meeting of April 13, 2021

**RECOMMENDATION:** That the Board approve the minutes of School Board Meeting of April 13, 2021, as recorded.

**OLD BUSINESS**

- a) None

**NEW BUSINESS**

- a) Set Forth Millage Rate(s) for 2021

- **READ RESOLUTION IN FULL**

**RECOMMENDATION:** That the Board adopt the following resolution setting forth the millage rate(s) for the Regular School Tax (Constitutional) and the Special School Tax (Maintenance) of the entire school system, all effective for 2021:

**RESOLUTION NO. \_\_\_\_\_**

**BE IT RESOLVED,** that the following millage(s) are hereby levied on the 2021 tax roll on all property subject to taxation by Terrebonne Parish School Board:

	<b><u>MILLAGE</u></b>
<b>Regular School Tax (Constitutional)</b>	<b>3.86 mills</b>
<b>Special School Tax (Maintenance)</b>	<b>5.41 mills</b>

**BE IT FURTHER RESOLVED** that the proper administrative officials of the Parish of Terrebonne, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2021, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

**YEAS:**

**NAYS:**

**ABSTAINED:**

**ABSENT:**

6. Presentation and Announcements

- A. Presentation by TFAE (Terrebonne Foundation for Academic Excellence) honoring the late James Charles

**Announcements:**

**5/08**

6:00 TFAE 5k Run for Excellence (Downtown Houma)

**5/10-14** Teacher Appreciation Week

**5/12**

7:00 Adult Education Graduation (Houma-Terrebonne Civic Center)

**5/17-21** Educational Bosses Week

**5/18**

4:30 Executive Committee

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

**5/19**

7:00 Ellender Memorial High School Graduation

**5/20**

7:00 H. L. Bourgeois High School Graduation

**5/24**

7:00 South Terrebonne High School Graduation

**5/25**

7:00 Terrebonne High School Graduation

**6/01**

5:00 Regular School Board Meeting

7. Board Committee Meeting Reports

- A. Executive Committee (see attached Committee report of April 20, 2021, meeting)
- B. Buildings, Food Service, and Transportation Committee (see attached Committee report of April 20, 2021, meeting)
- C. Education, Technology, and Policy Committee (see attached Committee report of April 20, 2021, meeting)
- D. Finance, Insurance, and Section 16 Lands Committee (see attached Committee report of April 20, 2021, meeting)

8. Superintendent's Agenda

A. Agenda Items

(1) Personnel Section

(a) Leave of Absence

1) Family and Medical Leaves

**RECOMMENDATION:** That the Board approve a family and medical leave in accordance with Policy (FILE: F-11.4a) for Maria Illescas, School Food Service Technician at Acadian Elementary School, beginning March 3, 2021, through June 3, 2021 (medical).

**RECOMMENDATION:** That the Board approve a family and medical leave in accordance with Policy (FILE: F-11.4a) for Kacey Lirette, Counselor at Oaklawn Middle School, beginning May 5, 2021, through June 11, 2021 (family).

**RECOMMENDATION:** That the Board approve a family and medical leave in accordance with Policy (FILE: F-11.4a) for Florence Champagne, Secretary II – Central Office, beginning May 24, 2021,

through September 24, 2021 (medical).

(b) Personnel Actions for Period of March 29, 2021, through April 23, 2021 [list of professional instructional and non-instructional/support personnel (appointments, resignations, and retirements – Information Only)]

(2) Matter bearing upon pending litigation – United Houma Nation, Inc., Plaintiff, vs. Terrebonne Parish School Board, Philip Martin, Gregory Harding, & Walter Guidry, Defendants, Civil Action No. 2:21-cv-00439, United States District Court, Eastern District of Louisiana (Executive Session)

9. Individual School Board Member

A. Mr. Clyde Hamner – Legislative Update

10. Adjournment

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Philip Martin, Superintendent  
Terrebonne Parish School Board  
201 Stadium Drive/P. O. Box 5097  
Houma, Louisiana 70361  
985-876-7400

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Gregory Harding, President  
Terrebonne Parish School Board  
201 Stadium Drive/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**

May 4, 2021

Dear Members of the Board:

**The EXECUTIVE COMMITTEE** met at 4:30 P.M. on Tuesday, April 20, 2021, in the Board Room of the School Board Office with the following members present: Mr. Gregory Harding, president, Dr. MayBelle Trahan, vice president, and Mr. Michael LaGarde. Also in attendance were Mr. Matthew Ford, Mrs. Debi Benoit, Mrs. Stacy Solet, Mr. Clyde Hamner, Mr. Roger Dale DeHart, Mr. Dane Voisin, Superintendent Philip Martin, and Mrs. Rebecca Breaux.

Board president Harding called the meeting to order. The meeting began with the invocation and Pledge of Allegiance to the Flag.

**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 4:42 P.M.

Respectfully submitted,

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Gregory Harding, President

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MayBelle Trahan, Ed.D., Vice President

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Michael LaGarde

RB/bp

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

May 4, 2021

Dear Members of the Board:

**The BUILDINGS, FOOD SERVICE, and TRANSPORTATION COMMITTEE** met at 5:00 P.M. on Tuesday, April 20, 2021, in the Board Room of the School Board Office with the following members present: Mr. Dane Voisin, chairman, Mr. Roger Dale DeHart, vice chairman, and Mr. Gregory Harding. Also in attendance were Mrs. Debi Benoit, Mrs. Stacy Solet, Dr. MayBelle Trahan, Board vice president, Mr. Clyde Hamner, Mr. Michael LaGarde, Mr. Matthew Ford, Superintendent Philip Martin, and members of the staff.

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

At this time, the Committee deviated from the regular order of the agenda to allow Mr. Marco Gonzalez, Assistant Vice President, Volkert, Inc., to speak concerning project management.

The Committee returned to the regular order of the agenda.

Mr. Harding addressed the Committee regarding naming the Ellender Memorial High School spectator gym.

**RECOMMENDATION NO. 1**

**The Committee recommends** that the Board name the spectator gym at Ellender Memorial High School the Kenneth Dixon Gymnasium.

Chairman Voisin addressed the Committee regarding naming the street behind Southdown Elementary School.

Mr. Harding, seconded by Mr. DeHart, offered the following motion:

## **RECOMMENDATION NO. 2**

**The Committee recommends** that the Board name the street behind Southdown Elementary School James Charles Drive.

Mr. Curtis Constrantiche, Risk Manager, addressed the Committee regarding a Bus Lease Agreement between South Louisiana Wetlands Discovery Center and Terrebonne Parish School Board.

## **RECOMMENDATION NO. 3**

**The Committee recommends** that the Board enter into a Bus Lease Agreement between South Louisiana Wetlands Discovery Center and the Terrebonne Parish School Board, effective June 14, 2021, to June 23, 2021, to provide bus usage for the Discovery Center's Youth Program, provided buses shall run during normal operating hours on weekdays, as needed, mileage reimbursement at a rate of \$1.75 per mile driven, provide and pay bus drivers approved by Terrebonne Parish School Board, provided all necessary insurance requirements are met, and further, authorize the Board president to sign all necessary documents pertaining thereto.

Mrs. Monica Walther, MS, RD, LDN, Supervisor of Child Nutrition Program, addressed the Committee regarding acceptance of bids received on Meat and Frozen Items for the 2021-2022 fall session (attached).

## **RECOMMENDATION NO. 4**

**The Committee recommends** that the Board accept the lowest bids received, meeting all specifications, on Meats and Frozen Items for the 2021-2022 fall session from Diamond Food Distributors, Inc., Jefferson, LA, in the amount of \$214,054.05; Lacassagne's, LLC, Baton Rouge, LA, in the amount of \$90,757.50; and Pon Food Corporation, Ponchatoula, LA, in the amount of \$231,443.13, funds to be derived from the Child Nutrition Program Fund.

Mrs. Walther addressed the Committee regarding acceptance of bids received on Canned and Dry Goods for the 2021-2022 fall session (attached).



## **RECOMMENDATION NO. 5**

**The Committee recommends** that the Board accept the lowest bids received, meeting all specifications, on Canned and Dry Goods for the 2021-2022 fall session from Diamond Food Distributors, Inc., Jefferson, LA, in the amount of \$254,363.13; Groetsch, Inc., Harahan, LA, in the amount of \$61,999.00; Lacassagne's, LLC, Baton Rouge, LA, in the amount of \$30,316.45; and Pon Food Corporation, Ponchatoula, LA, in the amount of \$84,038.90, funds to be derived from the Child Nutrition Program Fund.

Mrs. Walther addressed the Committee regarding acceptance of bids received on Milk Products for the 2021-2022 school session (attached).

## **RECOMMENDATION NO. 6**

**The Committee recommends** that the Board accept the lowest bid received, meeting all specifications, on Milk Products for the 2021-2022 school session from LaFleur Dairy Products, Inc., Houma, LA, funds to be derived from the Child Nutrition Program Fund.

Prairie Farms, Lactaid, 1% Lowfat	\$0.5700/8 oz. carton
Prairie Farms, 1% Lowfat	\$0.2207/8 oz. carton
Prairie Farms, White, Skim Milk	\$0.2207/8 oz. carton
Prairie Farms, Chocolate, Skim	\$0.2207/8 oz. carton
Brown's Milk, Strawberry, Skim	\$0.2207/8 oz. carton

Mrs. Walther addressed the Committee regarding acceptance of bids received on Fruit Juice for the 2021-2022 school session (attached).

## **RECOMMENDATION NO. 7**

**The Committee recommends** that the Board accept the lowest bid received, meeting all specifications, on Fruit Juice for the 2021-2022 school session from Lacassagne's, LLC, Baton Rouge, LA, in the amount of \$135,000.00, funds to be derived from the Child Nutrition Program Fund.

Mrs. Walther addressed the Committee regarding acceptance of bids received on Fresh Fruits and Vegetables for the 2021-2022 school session (attached).

### **RECOMMENDATION NO. 8**

**The Committee recommends** that the Board accept the lowest bid received, meeting all specifications, on Fresh Fruit and Vegetables for the 2021-2022 school session from Capital City Produce, Baton Rouge, LA, in the amount of \$100,000.00, funds to be derived from the Child Nutrition Program Fund.

Mrs. Walther addressed the Committee regarding acceptance of bids received on Supplies and Disposables for the 2021-2022 school session (attached).

### **RECOMMENDATION NO. 9**

**The Committee recommends** that the Board accept the lowest bids received, meeting all specifications, on Supplies and Disposables for the 2021-2022 school session from Alack Culinary Equipment & Supplies, Hammond, LA, in the amount of \$556.20; Cintas Corporation, Thibodaux, LA, in the amount of \$30,996.00; Daxwell, LLC, Houston, TX, in the amount of \$9,563.00; Economical Paper & Janitorial Supplies, Harahan, LA, in the amount of \$204,465.28; and Lafayette Restaurant Supply, Lafayette, LA, in the amount of \$14,059.64, funds to be derived from the Child Nutrition Program Fund.

Mrs. Walther addressed the Committee regarding acceptance of proposals received on Linen Service for the 2021-2022 school session (attached).

### **RECOMMENDATION NO. 10**

**The Committee recommends** that the Board accept the lowest proposal received, meeting all specifications, on Linen Service for the 2021-2022 school year, with the option to extend the contract for an additional two (2) years, from Cintas Corporation, Thibodaux, LA, in the amount of \$15,500.00, funds to be derived from the Child Nutrition Program Fund.

Mrs. Walther addressed the Committee regarding acceptance of proposals received on Concentrated Detergents for the 2021-2022 school session (attached).

## **RECOMMENDATION NO. 11**

**The Committee recommends** that the Board accept the lowest proposal received, meeting all specifications, on Concentrated Detergents for the 2021-2022 school year, with the option to extend the contract for an additional two (2) years, from Sanitech System, Lakeland, FL, in the amount of \$47,577.00, funds to be derived from the Child Nutrition Program Fund.

Mr. Craig Hebert, AIA, A Professional Architect Corp., addressed the Committee regarding Gym Roof Replacement at South Terrebonne High School.

Mr. Merlin Lirette, AIA, CEFP, The Merlin Group, Ltd., addressed the Committee regarding a construction update of the Mulberry Elementary School addition (attached).

Chairman Voisin addressed the Committee regarding renaming Montegut Elementary School.

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 6:57 P.M.

Respectfully submitted,

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Dane Voisin, Chairman

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Roger Dale DeHart, Vice Chairman

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Gregory Harding

SP/sn

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

May 4, 2021

Dear Members of the Board:

**The EDUCATION, TECHNOLOGY, AND POLICY COMMITTEE** met on Tuesday, April 20, 2021, immediately following the 5:00 p.m. Buildings, Food Service, and Transportation Committee in the Board Room of the School Board Office with the following members present: Mrs. Debi Benoit, chairwoman, and Dr. MayBelle Trahan. Mr. Matthew Ford, vice chairman, was absent. Also in attendance were Mrs. Stacy Solet, Mr. Clyde Hamner, Mr. Dane Voisin, Mr. Roger Dale DeHart, Superintendent Philip Martin, and members of the staff.

Chairwoman Benoit called the meeting to order.

Mr. Bubba Orgeron, Assistant Superintendent, presented information on Terrebonne Parish School District's Summer Learning and Enrichment Program (attached). The program will be offered Monday-Thursday from 9 a.m. to 1 p.m. for four (4) weeks with each week based on a theme; June 21-24, 2021 (Launch to Outer Space), June 28 - July 1, 2021 (Be a Super Hero), July 6-8, 2021 (Team USA), and July 12-15, 2021 (Mix it Up). The program will be held at Village East Elementary, Oakshire Elementary, Southdown Elementary, Grand Caillou Middle, and Houma Jr. High Schools. The program is open to all students in grades K-8. Students can register online via [www.tpsd.org](http://www.tpsd.org).

Mr. Orgeron presented information on 2021 high school graduations. He stated graduations will be held in Terrebonne High School's stadium, weather permitting, for Terrebonne High School and H. L. Bourgeois High School; each graduate will receive nine (9) entrance tickets. Likewise, graduations will be held in South Terrebonne High School's stadium, weather permitting, for South Terrebonne High School and Ellender Memorial High School; each graduate will receive ten (10) entrance tickets. Entrance tickets are based on stadium capacity of parents/guests, graduates, and District employees.

Mr. Orgeron presented information on the 45<sup>th</sup> Annual Terrebonne Parish Science and Engineering Fair that was held virtually on February 9-10, 2021, at the Houma Municipal Auditorium (attached). Seventy-four (74) students from ten (10) schools (middle, junior high, and high combined) participated in the fair with a total of seventy (70) projects. Seventeen (17) students had the opportunity to compete at the State level; ten (10) of those students took home ribbons of placement.

Mr. Orgeron presented information on Terrebonne Foundation of Academic Excellence (TFAE) Grants (attached). He stated, eighty-two (82) grants, worth approximately \$66,000, were presented to Terrebonne Parish School District teachers. The Committee expressed their gratitude for the generous opportunities afforded to our schools, teachers, and students through TFAE.

Mr. Orgeron stated, eleven (11) students were nominated by their schools and honored as TFAE Distinguished Scholars. Each Scholar then named their Inspirational Educator; a teacher who has provided encouragement and inspiration in their life (attached).

Mr. Orgeron presented information on the 2021-2022 Principal of the Year State Semi-Finalist, Mr. Darrell Dillard, from Ellender Memorial High School. Mr. Dillard was chosen by his peers, for this prestigious honor, as the 2021-2022 High School Principal of the Year. The Committee wishes to congratulate Mr. Dillard for his dedication to Terrebonne Parish Schools and hard work ethics.

There being no further business to come before the **Education, Technology, and Policy Committee**, the meeting was adjourned at 7:12 P.M.

Respectfully submitted,

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Debi Benoit, Chairwoman

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MayBelle Trahan, Ed.D.

ABO/jb

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

May 4, 2021

Dear Members of the Board:

**The FINANCE, INSURANCE, and SECTION 16 LANDS COMMITTEE** met immediately following the 5:00 P.M. Buildings, Food Service, and Transportation Committee and the Education, Technology, and Policy Committee meetings on Tuesday, April 20, 2021, in the Board Room of the School Board Office with the following members present: Mr. Clyde Hamner, chairman, and Mrs. Stacy Solet. Mr. Michael LaGarde, vice chairman, was absent. Also in attendance were Dr. MayBelle Trahan, vice president, Mr. Dane Voisin, Mr. Roger Dale DeHart, Mrs. Debi Benoit, Superintendent Philip Martin, and members of the staff.

Chairman Hamner called the meeting to order.

Mrs. Rebecca Breaux, Chief Financial Officer, addressed the Committee regarding the 2021 Millages.

**RECOMMENDATION NO. 1**

**The Committee recommends** that the Board adopt the following resolution setting forth the millage rate(s) for the Regular School Tax (Constitutional) and the Special School Tax (Maintenance) of the entire school system, all effective for 2021:

**RESOLUTION**

**BE IT RESOLVED**, that the following millage(s) are hereby levied on the 2021 tax roll on all property subject to taxation by Terrebonne Parish School Board:

	<b><u>MILLAGE</u></b>
<b>Regular School Tax (Constitutional)</b>	<b>3.86 mills</b>

**Special School Tax (Maintenance)**

**5.41 mills**

**BE IT FURTHER RESOLVED** that the proper administrative officials of the Parish of Terrebonne, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2021, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

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 February 2021 are approximately 6.6% higher than February 2020.

There being no further business to come before the **Finance, Insurance, and Section 16 Lands Committee**, the meeting was adjourned at 7:17 P.M.

Respectfully submitted,

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Clyde Hamner, Chairman

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Stacy Solet

RB/bp