

PROCEEDINGS OF THE TERREBONNE PARISH SCHOOL BOARD

June 1, 2021

The Terrebonne Parish School Board met today at 5:00 P.M. (due to Ellender Memorial High School's 2020 Graduation at 7:00 P.M.) in regular session at its regular meeting place, the Terrebonne Parish School Board Office, 201 Stadium Drive, Houma, Louisiana, with Dr. MayBelle N. Trahan, vice president, presiding, and the following members present: Mr. Michael T. LaGarde, Mr. Matthew J. Ford, Mrs. Stacy V. Solet, Mr. Clyde F. Hamner, Mr. Roger Dale DeHart, and Mr. Dane Voisin.

ABSENT: Mr. Gregory Harding, president, and Mrs. Debi Benoit

Mr. DeHart led the Board and audience in the invocation and Pledge of Allegiance to the Flag.

Motion of Mr. Hamner, seconded by Mr. DeHart, unanimously carried, the Board approved the minutes of School Board Meeting of May 4, 2021, as recorded.

Several announcements were made by Vice President Trahan relative to upcoming meetings.

The following report of the Executive Committee meeting was presented to the Board with Dr. Trahan, vice president, presiding:

Dear Members of the Board:

The EXECUTIVE COMMITTEE met at 4:30 P.M. on Tuesday, May 18, 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. Stacy Solet, Mr. Roger Dale DeHart, 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 4:36 P.M.

Respectfully submitted,

Gregory Harding, President

MayBelle Trahan, Ed.D., Vice President

Michael LaGarde

RB/bp

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

The Executive Committee report was concluded.

Mrs. Benoit entered the meeting at this time and was present for the remainder of the proceedings.

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

Dear Members of the Board:

The BUILDINGS, FOOD SERVICE, AND TRANSPORTATION COMMITTEE met at 5:00 P.M. on Tuesday, May 18, 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.

Mr. Chris Chaisson, Board Member, Recreation District 2/3, and Mr. Robbie Liner, Chairman, addressed the Committee regarding a development project at Lisa Park Elementary School (attached).

Mr. Sammy Poiencot, Plant Operations Manager, addressed the Committee regarding contract renewal with S.T.A.T. Waste Stream Services, Inc.

RECOMMENDATION NO. 1

The Committee recommends that the Board renew the contract with S.T.A.T. Waste Stream Services, Inc., under the same terms and conditions as the current contract, for five (5) years beginning July 1, 2021, through June 30, 2026, and further, authorize the Board president to sign all necessary documents pertaining thereto.

Mrs. Alli Dugas, Purchasing Agent, addressed the Committee regarding renewal for the Custodial Chemical Contract.

RECOMMENDATION NO. 2

The Committee recommends that the Board authorize the renewal of the Custodial Chemical Contract with Economical Janitorial and Paper Supply, P. O. Box 23607, New Orleans, LA, 70183, at the current rates, for a twelve (12) month period, from June 1, 2021, through May 31, 2022, under the same terms and conditions, and upon mutual agreement between Terrebonne Parish School Board and Economical Janitorial and Paper Supply.

Mrs. Dugas addressed the Committee regarding renewal of the Kitchen Hood Inspection Contract.

RECOMMENDATION NO. 3

The Committee recommends that the Board authorize the renewal of the Kitchen Hood Inspection Contract with Safeworx Safety Solutions, LLC, 195

Corporate Drive, Houma, LA, 70360, at the current rates, for a twelve (12) month period, from July 1, 2021, through June 30, 2022, under the same terms and conditions, and upon mutual agreement between Terrebonne Parish School Board and Safeworx Safety Solutions.

Mrs. Dugas addressed the Committee regarding renewal of the Fire Extinguisher Contract.

RECOMMENDATION NO. 4

The Committee recommends that the Board authorize the renewal of the Fire Extinguisher Contract with Safeworx Safety Solutions, LLC, 195 Corporate Drive, Houma, LA, 70360, at the current rates, for a twelve (12) month period, from July 1, 2021, through June 30, 2022, under the same terms and conditions, and upon mutual agreement between Terrebonne Parish School Board and Safeworx Safety Solutions.

Mr. Poiencot addressed the Committee regarding contract renewal with Republic Services.

RECOMMENDATION NO. 5

The Committee recommends that the Board authorize the renewal of the service contract with Republic Services, under the same terms and conditions as the current contract, for five (5) years beginning July 1, 2021, through June 30, 2026, and further, authorize the Board president to sign all necessary documents pertaining thereto.

Mrs. Dugas addressed the Committee regarding acceptance of bids received for Auxiliary Department Materials, Equipment, Supplies, and Services (attached).

RECOMMENDATION NO. 6

The Committee recommends that the Board accept the lowest bids received, meeting all specifications, on Auxiliary Department Materials, Equipment, Supplies, and Services from the following vendors for a period of twelve (12) months from July 1, 2021, to June 30, 2022, with two (2) additional one (1) year options to renew at the same price, terms, and conditions, and allow the Purchasing Department to re-advertise those sections where no bid was received:

Section 1: **Chiller/Boiler Mechanic, HVAC Mechanic Services**
LeBlanc & Associates, LLC
132 Intracoastal Dr.
Houma, LA 70363

Section 2: **Air Conditioning New General Supplies**
No Bid

Section 3: **Air Conditioning - New OEM Parts Only**
Universal Supply & Equipment, LLC, dba, CIS Supply
600 Time Saver Ave.
Harahan, LA 70123

Section 4: **Air Conditioning - New Compressors**
Universal Supply & Equipment, LLC, dba, CIS Supply
600 Time Saver Ave.
Harahan, LA 70123

Section 5: **Air Conditioning - New Window Units**
LeBlanc & Associates, LLC

132 Intracoastal Dr.
Houma, LA 70363

- Section 6: **V Belts**
Bluewater Rubber and Gasket
1131 Barrow Street
Houma, LA 70360
- Section 7: **General Electrical Labor Service**
Tony James Electrical Service
206 Bayou Bend Drive
Houma, LA 70360
- Section 8: **Electrical Equipment and Supplies**
Bayou Black Electric
5086 Hwy. 311
Houma, LA 70360
- Section 9: **Electric Motor Repair**
Gulf South Armature, Inc.
8550 Park Ave.
Houma, LA 70363
- Section 10: **Light Bulbs**
Valley Supply Co.
1000 Barataria Ave.
Houma, LA 70360
- Section 11: **Plumbing Services**
Volute, Inc.
313 Venture Blvd.
Houma, LA 70360
- Section 12: **New Plumbing Equipment (All Items)**
Coburn Supply Company
5186 Highway 311
Houma, LA 70360
- Section 13: **Plumbing Supplies**
Coburn Supply Company
5186 Highway 311
Houma, LA 70360
- Section 14: **Carpenter/Craftsmen Labor Service**
Norris & Boudreaux Contractors, LLC
1606 Bull Run Road
Schriever, LA 70395
- Section 15: **New Building Supplies**
Morrison Terrebonne Lumber Center, LLC
605 Barataria Avenue
Houma, LA 70360
- Section 16: **Foil Type Insulation Products**
Morrison Terrebonne Lumber Center, LLC
605 Barataria Avenue
Houma, LA 70360
- Section 17: **Ceiling Tile & Grid Installation Labor Service**
No Bid
- Section 18: **Ceiling Tile Supplies**
Morrison Terrebonne Lumber Center, LLC
605 Barataria Avenue
Houma, LA 70360

- Section 19: **Floor Tile Removal and Installation Services**
A & R Floor Center, Inc.
278 Highway 3185
Thibodaux, LA 70301
- Section 20: **Exterior Replacement Doors**
Dwayne's Glass & Mirror Works, Inc.
1425 West Tunnel Blvd.
Houma, LA 70360
- Section 21: **Locksmith, Parts and Labor**
No Bid
- Section 22: **Glass and Mirror Cutting Services**
Dwayne's Glass & Mirror Works, Inc.
1425 West Tunnel Blvd.
Houma, LA 70360
- Section 23: **Painting Services**
No Bid
- Section 24: **Window Blinds Supplies and Services**
A & R Floor Center, Inc.
278 Highway 3185
Thibodaux, LA 70301
- Section 25: **Environmental Abatement and/or Lead Paint, Mold/Mildew Remediation**
LLJ Environmental Construction, LLC
5040 Lapalco Blvd.
Marrero, LA 70072
- Section 26: **Fence Installation Services**
No Bid
- Section 27: **Fence Supplies**
No Bid
- Section 28: **Vinyl Siding and Trim Supplies**
Wholesale Siding Supply-Houma
143 Capital Blvd.
Houma, LA 70360
- Section 29: **Aluminum Canopy Supplies**
No Bid
- Section 30: **Tree Trimming and Cutting Services**
Rock's Lawn Care/Stump Out, LLC
126 Shamrock Drive
Gray, LA 70359
- Section 31: **Equipment Rental**
Ironman Industrial, LLC
2131 Bayou Blue Rd.
Houma, LA 70364
- Section 32: **Equipment Rental with Operator**
Norris & Boudreaux Contractors, LLC
1606 Bull Run Road
Schriever, LA 70395
- Section 33: **Crane Operator Services**
Volute, Inc.
313 Venture Blvd.
Houma, LA 70360

- Section 34: **Welding Services**
 Volute, Inc.
 313 Venture Blvd.
 Houma, LA 70360
- Section 35: **Topsoil, River Sand, Limestone, Drainage, and Concrete Work**
 Norris & Boudreaux Contractors, LLC
 1606 Bull Run Road
 Schriever, LA 70395
- Section 36: **Grease Trap and Sewer Sump Station Services**
 A-1 Vacuum Services
 P. O. Box 1833
 Gray, LA 70359
- Section 37: **New Treatment Plant Parts**
 Integrated Treatment Systems & Supplies, Inc.
 1809 Grand Caillou Rd.
 Houma, LA 70363
- Section 38: **Miscellaneous Custodial Supplies**
 Economical Janitorial & Paper Supplies, LLC
 P. O. Box 23607
 New Orleans, LA 70183-3607
- Section 39: **Roofing Services**
 No Bid

Mrs. Dugas addressed the Committee regarding acceptance of proposals received for Auxiliary Services Request for Proposals (attached).

RECOMMENDATION NO. 7

The Committee recommends that the Board accept the proposals, meeting all specifications, on the Auxiliary Services Request for Proposal for Kitchen Equipment Repair Services (Section 1) and Refrigeration Repair Services (Section 2), from the following vendors, for a period of twelve (12) months (July 1, 2021, through June 30, 2022), with four (4) twelve (12) month options to extend the contract upon mutual agreement of both Terrebonne Parish School Board and the awarded vendor, under the same terms and conditions:

- Section 1: **Kitchen Equipment Repair Services**
 Michael Blanchard, Inc., dba, Blanchard's Refrigeration
 314 South Hollywood Rd.
 Houma, LA 70360
- Section 2: **Refrigeration Repair Services**
 Michael Blanchard, Inc., dba, Blanchard's Refrigeration
 314 South Hollywood Rd.
 Houma, LA 70360

Mrs. Dugas addressed the Committee regarding Request for Proposals received for Architectural and/or Electrical and/or Mechanical Engineering and/or Civil Engineering Services (attached).

RECOMMENDATION NO. 8

The Committee recommends that the Board distribute future architectural and engineering service projects through individual contracts with the following firms upon compliance and acceptance of the School Board's current fee schedule, for a contract time period from July 1, 2021, through

June 30, 2023, and further, authorize the Board president to sign all necessary documents pertaining thereto:

All South Consulting Engineers, LLC

302 School Street
Houma, LA 70360

Archestrate, LLC

207 Equity Blvd.
Houma, LA 70360

Castagnos Engineering, LLC

1211 Lafayette Street
Houma, LA 70360

Duplantis Design Group, PC

314 East Bayou Rd.
Thibodaux, LA 70301

Fusion Architects

3488 Brentwood Drive
Baton Rouge, LA 70809

Houston J. Lirette, Jr.

179 Enterprise Drive
Houma, LA 70360

The Merlin Group

1100 Baratavia Avenue
Houma, LA 70360

Providence Engineering & Design, LLC

991 Grand Caillou Road
Houma, Louisiana 70363

Craig C. Hebert

836 Belanger Street
Houma, LA 70360

Cheremie and Bruce Architects, APC

7905 Main Street
Houma, LA 70360

Verges Rome Architects

320 N. Carrollton Avenue
New Orleans, LA 70119

Mr. Poiencot addressed the Committee regarding HVAC replacement at Terrebonne High School.

RECOMMENDATION NO. 9

The Committee recommends that the Board authorize the Purchasing Department to advertise for Request for Proposals for a mechanical engineer and/or architect for the HVAC replacement project at Terrebonne High School.

Mr. Craig Hebert, AIA, A Professional Architect Corp., addressed the Committee regarding a construction update of the 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).

Mr. Harding addressed the Committee regarding use of Southdown Elementary School's Gym by VICI Hoops, LLC. He introduced Mr. Jimmy Gaidry, Coach of VICI Hoops, who discussed the request and expressed his gratitude to the Board for usage of the gym.

RECOMMENDATION NO. 10

The Committee recommends that the Board approve the request of VICI Hoops, LLC, to waive Policy FILE: E-1.6 Use of School Facilities, relative to the usage fee for Southdown Elementary School's gym for the 2021-2022 basketball season, starting after June 11, 2021, 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. Harding addressed the Committee regarding the softball field at Terrebonne High School.

Mr. Poiencot 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 6:03 P.M.

Respectfully submitted,

Dane Voisin, Chairman

Roger Dale DeHart, Vice Chairman

Gregory Harding

SP/sn

Motion of Mr. DeHart, seconded by Mrs. Solet, unanimously carried, the Board renewed the contract with S.T.A.T. Waste Stream Services, Inc., under the same terms and conditions as the current contract, for five (5) years beginning July 1, 2021, through June 30, 2026, and further, authorized the Board president to sign all necessary documents pertaining thereto.

Motion of Mr. DeHart, seconded by Mrs. Solet, unanimously carried, the Board authorized the renewal of the Custodial Chemical Contract with Economical Janitorial and Paper Supply, P. O. Box 23607, New Orleans, LA, 70183, at the current rates, for a twelve (12) month period, from June 1, 2021, through May 31, 2022, under the same terms and conditions, and upon mutual agreement between Terrebonne Parish School Board and Economical Janitorial and Paper Supply.

Motion of Mr. DeHart, seconded by Dr. Trahan, unanimously carried, the Board authorized the renewal of the Kitchen Hood Inspection Contract with Safeworx Safety Solutions, LLC, 195 Corporate Drive, Houma, LA, 70360, at the current rates, for a twelve (12) month period, from July 1, 2021, through June 30, 2022, under the same terms and conditions, and upon mutual agreement between Terrebonne Parish School Board and Safeworx Safety Solutions.

Motion of Mr. DeHart, seconded by Mrs. Solet, unanimously carried, the Board authorized the renewal of the Fire Extinguisher Contract with Safeworx Safety Solutions, LLC, 195 Corporate Drive, Houma, LA, 70360, at the current rates, for a twelve (12) month period, from July 1, 2021, through June 30, 2022, under the

same terms and conditions, and upon mutual agreement between Terrebonne Parish School Board and Safeworx Safety Solutions.

Motion of Mr. DeHart, seconded by Mrs. Benoit, unanimously carried, the Board authorized the renewal of the service contract with Republic Services, under the same terms and conditions as the current contract, for five (5) years beginning July 1, 2021, through June 30, 2026, and further, authorized the Board president to sign all necessary documents pertaining thereto.

Motion of Mr. Hamner, seconded by Mrs. Solet, unanimously carried, the Board accepted, as presented and outlined in the foregoing report, the lowest bids received, meeting all specifications, on Auxiliary Department Materials, Equipment, Supplies, and Services from the various vendors for a period of twelve (12) months from July 1, 2021, to June 30, 2022, with two (2) additional one (1) year options to renew at the same price, terms, and conditions, and further, allowed the Purchasing Department to re-advertise those sections where no bid was received.

Motion of Mrs. Solet, seconded by Dr. Trahan, unanimously carried, the Board accepted, as presented and outlined in the foregoing report, the proposals, meeting all specifications, on the Auxiliary Services Request for Proposal for Kitchen Equipment Repair Services (Section 1) and Refrigeration Repair Services (Section 2), from the various vendors, for a period of twelve (12) months (July 1, 2021, through June 30, 2022), with four (4) twelve (12) month options to extend the contract upon mutual agreement of both Terrebonne Parish School Board and the awarded vendor, under the same terms and conditions.

Motion of Mr. DeHart, seconded by Mr. Hamner, unanimously carried, the Board approved, as presented and outlined in the foregoing report, the distribution of future architectural and engineering service projects, through individual contracts with the various firms, upon compliance and acceptance of the School Board's current fee schedule, for a contract time period from July 1, 2021, through June 30, 2023, and further, authorized the Board president to sign all necessary documents pertaining thereto.

Motion of Mr. DeHart, seconded by Mr. Hamner, unanimously carried, the Board authorized the Purchasing Department to advertise for Request for Proposals for a mechanical engineer and/or architect for the HVAC replacement project at Terrebonne High School.

Motion of Mr. Hamner, seconded by Mrs. Benoit, with the exception of Mr. Ford and Mr. DeHart who objected, the Board approved the request of VICI Hoops, LLC, to waive Policy FILE: E-1.6 Use of School Facilities, relative to the usage fee for Southdown Elementary School's gym for the 2021-2022 basketball season, starting after June 11, 2021, 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.

The report of the Buildings, Food Service, and Transportation Committee meeting was concluded, and Vice President Trahan reassumed the Chair.

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 immediately following the 5:00 P.M. Buildings, Food Service, and Transportation Committee meeting on Tuesday, May 18, 2021, 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 Mr. Gregory Harding, president, Dr. MayBelle Trahan, vice president, Mr. Matthew Ford, Mrs. Debi Benoit, Mr. Dane Voisin, 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 an Audit and Agreed-Upon Procedures Contract with LaPorte CPAs & Business Advisors.

RECOMMENDATION NO. 1

The Committee recommends that the Board approve an Audit and Agreed-Upon Procedures Contract with LaPorte CPAs & Business Advisors for the years ending June 30, 2021, June 30, 2022, and June 30, 2023, as per the attached summary of charges, and authorize the Board president to sign all necessary documents pertaining thereto.

Mr. Len Fontaine, Senior Vice President, Hub International, presented an update on Group Health Claims for January through April 2021.

Mr. Curtis Constrantiche, Risk Manager, addressed the Committee regarding Cyber Liability Insurance renewal (attached).

RECOMMENDATION NO. 2

The Committee recommends that the Board accept the proposal for Cyber Liability Insurance from Houston Casualty (USI Insurance Services, LLC, Broker of Record), with an annual premium of \$19,440.24, subject to a \$25,000.00 deductible, with limits of \$2,000,000.00, effective July 1, 2021, through June 30, 2022.

Mr. Constrantiche addressed the Committee regarding Excess Casualty Insurance renewal (attached).

RECOMMENDATION NO. 3

The Committee recommends that the Board accept the renewal offer for Excess Casualty Insurance from Lloyd's Syndicate/Brit Syndication Limited (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 \$199,564.15, rejecting Uninsured/Underinsured Motorist Liability and Terrorism, effective July 1, 2021, through July 1, 2022, and further, authorize the Board president to sign all necessary documents pertaining thereto.

Mr. Constrantiche addressed the Committee regarding Boiler and Machinery Insurance renewal (attached).

RECOMMENDATION NO. 4

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

\$12,861.00, subject to \$2,500.00 deductible, effective July 1, 2021, through July 1, 2022.

Mr. Constrantiche addressed the Committee regarding Flood Insurance renewal.

RECOMMENDATION NO. 5

The Committee recommends that the Board accept the renewal offer for Flood Insurance from Ledet Agency, Inc., through Wright National Flood Insurance Co., effective July 1, 2021, with an estimated annual premium in the amount of \$163,182.00.

Mrs. Alli Dugas, Purchasing Agent, addressed the Committee regarding the Official Journal for the 2021-2022 Fiscal Year.

RECOMMENDATION NO. 6

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, 2021, through June 30, 2022.

Matter bearing upon bid results for Ink and Toner Cartridges was pulled from the agenda.

Mrs. Dugas addressed the Committee regarding the contract renewal for the Office Supply Catalog.

RECOMMENDATION NO. 7

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, 2021, through June 30, 2022, under the same terms and conditions, and upon mutual agreement between Terrebonne Parish School Board and Stire Office World.

Mrs. Dugas addressed the Committee regarding the bids received for Hunting and Trapping leases on Section 16 Lands.

RECOMMENDATION NO. 8

The Committee recommends that the Board accept the following highest bids received, meeting all specifications, for Hunting and Trapping leases on Section 16 Lands for a five (5) year period, beginning June 1, 2021, through May 31, 2026, 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 documents pertaining thereto:

Section 16, Township 18 South, Range 15 East \$6,050.00
Chase Petrella
115 Parlange Drive
Houma, LA 70360

Section 16, Township 19 South, Range 13 East \$8,200.00
Rancho Medico, Chris Cenac
1001 School Street
Houma, LA 70360

Section 16, Township 19 South, Range 16 East \$4,552.00
 Dularge Hunting Club, Dan Davis
 P.O. Box 3433
 Houma, LA 70361

Section 16, Township 20 South, Range 15 East \$1,950.00
 Ty Barbier
 108 Elm Street
 Thibodaux, LA 70301

Section 16, Township 22 South, Range 15 East \$254.00
 Andrew Verdin
 P.O. Box 7
 Paradis, LA 70080

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 March 2021 are approximately 26% higher than March 2020.

There being no further business to come before the **Finance, Insurance, and Section 16 Lands Committee**, the meeting was adjourned at 6:49 P.M.

Respectfully submitted,

Clyde Hamner, Chairman

Michael LaGarde, Vice Chairman

Stacy Solet

RB/bp

Motion of Mrs. Solet, seconded by Mr. LaGarde, unanimously carried, the Board approved an Audit and Agreed-Upon Procedures Contract with LaPorte CPAs & Business Advisors for the years ending June 30, 2021, June 30, 2022, and June 30, 2023, as per the attached summary of charges, and further, authorized the Board president to sign all necessary documents pertaining thereto.

Motion of Mr. Voisin, seconded by Mrs. Solet, unanimously carried, the Board accepted the proposal for Cyber Liability Insurance from Houston Casualty (USI Insurance Services, LLC, Broker of Record), with an annual premium of \$19,440.24, subject to a \$25,000.00 deductible, with limits of \$2,000,000.00, effective July 1, 2021, through June 30, 2022.

Motion of Mr. DeHart, seconded by Dr. Trahan, unanimously carried, the Board accepted the renewal offer for Excess Casualty Insurance from Lloyd's Syndicate/Brit Syndication Limited (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 \$199,564.15, rejecting Uninsured/Underinsured Motorist Liability and Terrorism, effective July 1, 2021, through July 1, 2022, and further, authorized the Board president to sign all necessary documents pertaining thereto.

Mr. Curtis Constrantiche, Risk Manager, addressed the Board regarding the foregoing motion.

Motion of Mr. DeHart, seconded by Mrs. Solet, unanimously carried, the Board accepted 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 \$12,861.00, subject to \$2,500.00 deductible, effective July 1, 2021, through July 1, 2022.

Motion of Mr. Voisin, seconded by Mr. DeHart, unanimously carried, the Board accepted the renewal offer for Flood Insurance from Ledet Agency, Inc., through Wright National Flood Insurance Co., effective July 1, 2021, with an estimated annual premium in the amount of \$163,182.00.

Motion of Mrs. Benoit, seconded by Mr. LaGarde, with the exception of Mr. DeHart who objected, the Board selected *The Courier* to serve as the Official Journal for the Terrebonne Parish School Board, at the current rates, from July 1, 2021, through June 30, 2022.

Motion of Mr. DeHart, seconded by Mr. Voisin, unanimously carried, the Board authorized 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, 2021, through June 30, 2022, under the same terms and conditions, and upon mutual agreement between Terrebonne Parish School Board and Stire Office World.

Motion of Mr. DeHart, seconded by Mrs. Solet, unanimously carried, the Board accepted, as presented and outlined in the foregoing report, the highest bids received, meeting all specifications, for Hunting and Trapping leases on Section 16 Lands for a five (5) year period, beginning June 1, 2021, through May 31, 2026, allowed the Purchasing Department to re-advertise those sections where no bid was received and/or those sections in which leases were surrendered, and further, authorized the Board president to sign all necessary documents pertaining thereto.

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

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

Dear Members of the Board:

The EDUCATION, TECHNOLOGY, and POLICY COMMITTEE met on Tuesday, May 18, 2021, immediately following the 5:00 p.m. Buildings, Food Service, and Transportation Committee; and the Finance, Insurance, and Section 16 Lands Committee, in the Board Room of the School Board Office with the following members present: Mrs. Debi Benoit, chairwoman, Mr. Matthew Ford, vice chairman, and Dr. MayBelle Trahan. Also in attendance were Mr. Gregory Harding, Board president, Mr. Clyde Hamner, Mr. Michael LaGarde, Mrs. Stacy Solet, Mr. Dane Voisin, Superintendent Philip Martin, and members of the staff.

Chairwoman Benoit called the meeting to order.

Dr. Debra Yarbrough, Supervisor of Personnel, presented revisions to policy FILE: F-9.16 Retirement (*Policy Alert* attached).

RECOMMENDATION NO. 1

The Committee recommends that the Board approve, as presented, revised policy FILE: F-9.16 Retirement.

FILE: F-9.16

RETIREMENT

It shall be the policy of the Terrebonne Parish School Board to require **written** notice of retirement of all employees who wish to retire. ~~Such retirement shall become effective at the end of the fiscal year or as may be approved by the Board.~~ **The Superintendent shall accept any notice of retirement on behalf of the School Board and such retirement shall be considered effective for the end of the fiscal year or as may be approved by the Superintendent. Once received by the Superintendent, or designee, the decision to resign may not be rescinded except at the discretion of the Superintendent.**

All employees shall be required, as a condition of employment, to become members of the retirement system for which they are eligible. ~~Employees shall also be required to officially inform the School Board in writing of their plans to retire.~~

No individual shall be discharged or forced to retire because of their age.

Adopted: December 1998

Revised: May 2021

Ref: La. Rev. Stat. Ann. §§**11:133**, 11:201 ~~et seq.~~, **11:204**, **11:701**, **11:76**, 11:791, **11:1002**, **11:1141**, 11:1147, **17:81**, 17:425, 17:1231, 42:691; Board minutes, 12-15-98, **6-1-21**.

Mr. Mark Torbert, Supervisor of Secondary Education, presented information on the SIFMA Foundation Spring 2021 Stock Market Game high school division participation (attached). He stated that for the last four (4) years South Terrebonne High School (STHS) has had 1st place finishes in the competition. He then introduced Mr. Bennie Boudreaux, Financial Literacy teacher, STHS. Mr. Boudreaux stated that STHS had eighteen (18) teams to participate this year. Each team of four (4) were allocated \$25,000 in virtual (fake) money and their goal was to make the most profit in stocks during the time span given.

There being no further business to come before the **Education, Technology, and Policy Committee**, the meeting was adjourned at 7:07 P.M.

Respectfully submitted,

Debi Benoit, Chairwoman

Matthew Ford, Vice Chairman

MayBelle Trahan, Ed.D.

ABO/jb

Motion of Mr. Hamner, seconded by Mr. Ford, unanimously carried, the Board approved, as presented and outlined in the foregoing report, revised Policy File: F-9.16 Retirement.

The report of the Education, Technology, and Policy Committee meeting was concluded, and Vice President Trahan reassumed the Chair and presided for the remainder of the proceedings.

Motion of Mr. Hamner, seconded by Mr. DeHart, unanimously carried, the Board approved a family and medical leave in accordance with Policy (FILE: F-11.4a) for Alexandria Bates, Teacher at Mulberry Elementary School, beginning May 25, 2021, through June 11, 2021 (medical).

Superintendent Philip Martin presented the following personnel actions for the period of April 26, 2021, through May 21, 2021 [list of professional instructional and non-instructional/support personnel (appointments, resignations, and terminations – Information Only)]:

New Employees - Non-Instructional Personnel					
Name	Position		Location		Effective Date
FAUCHEAUX, SAMANTHA	BUS DRIVER REG ED		TRANSPORTATION		05/05/21
SCHWARTZ, AMBER	BUS DRIVER REG ED		TRANSPORTATION		05/05/21
Resignations - Professional Instructional Personnel					
Name	Position	Certification	Location	Term Code	Term Date
BERGERON, SEAN	ELEM 1-8 TEACHER	Degreed/Non-Certified	VILLAGE EAST ELEMENTARY	Resigned	04/30/21
LERILLE, MELANIE	ELEM 1-8 TEACHER	Degreed/Non-Certified	MULBERRY ELEMENTARY	Resigned	05/17/21
MELANCON, AMY	SECONDARY TEACHER	Certified	H L BOURGEOIS HIGH	Resigned	04/28/21
Resignations - Non-Instructional Personnel					
Name	Position		Location	Term Code	Term Date
BAYE, DAWN	SFS MANAGER 600-799		LACACHE MIDDLE	Resigned	04/30/21
COLLINS, CYNTHIA	BUS DRIVER REG ED		TRANSPORTATION	Resigned	04/27/21
GILMORE, BRETT	SCH SECRETRY II 195D		BOURG ELEMENTARY	Resigned	05/07/21
HARDING, BRANDI	SP ED PARAPROFESSIONAL		LISA PARK ELEMENTARY	Resigned	05/18/21
HARRIS, ALLEN	CUSTODIAN III-A 12M		TERREBONNE HIGH	Terminated	05/10/21
JONES, ANNISSA	CUSTODIAN III-A 12M		VILLAGE EAST ELEMENTARY	Resigned	05/03/21
MCELROY, ANITA	CUSTODIAN I		LISA PARK ELEMENTARY	Resigned	05/18/21
THOMAS, LERA VEN	BUS DRIVER REG ED		TRANSPORTATION	Terminated	05/11/21

At this time, Vice President Trahan addressed the Board regarding School Board Member Training Hours earned by Terrebonne Parish School Board Members, in accordance with Act 705.

Motion of Mr. DeHart, unanimously seconded, unanimously carried, the Board acknowledged the official transcript from the Louisiana School Boards Association for the Training Hours earned by Terrebonne Parish School Board Members for Calendar Year 2020, in accordance with Act 705, and further, ordered said acknowledgment spread across the minutes, as follows:

**Louisiana School Boards Association
620 Florida Street, Suite 100
Baton Rouge, LA 70801**

2020 Transcript

Michael LaGarde – District 1 Compliance Status: Compliant

2020 LSBA Convention Credit Hrs. 8
2020 School System Credit Hrs. 1
2020 Ethics Governance Credit Hr. 1

Yearly Total: 10 Hours

Gregory Harding – District 2 Compliance Status: Compliant

2020 LSBA Convention Credit Hrs. 6.5
2020 School System Credit Hrs. 1
2020 Ethics Governance Credit Hr. 1

Yearly Total: 8.5 Hours

Matthew Ford – District 3 Compliance Status: Compliant

2020 Workshop Credit Hrs. 5
2020 School System Credit Hrs. 1
2020 Ethics Governance Credit Hr. 1

Yearly Total: 7 Hours

Debi Benoit – District 4 Compliance Status: Compliant

2020 LSBA Convention Credit Hrs. 9
2020 Workshop Credit Hrs. 5
2020 School System Credit Hrs. 2.5
2020 Ethics Governance Credit Hr. 1

Yearly Total: 17.5 Hours

Stacy Solet – District 5 Compliance Status: Compliant

2020 LSBA Convention Credit Hrs. 9
2020 Workshop Credit Hrs. 5
2020 School System Credit Hrs. 1
2020 Ethics Governance Credit Hr. 1

Yearly Total: 16 Hours

Clyde Hamner – District 6 Compliance Status: Compliant

2020 LSBA Convention Credit Hrs. 5.5
2020 Workshop Credit Hrs. 15
2020 School System Credit Hrs. 4
2020 Ethics Governance Credit Hr. 1

Yearly Total: 25.5 Hours

Roger Dale DeHart – District 7 Compliance Status: Compliant

2020 LSBA Convention Credit Hrs. 7.5
2020 School System Credit Hrs. 1
2020 Ethics Governance Credit Hr. 1

Yearly Total: 9.5 Hours

Dr. MayBelle Trahan – District 8 Compliance Status: Compliant

2020 LSBA Convention Credit Hrs. 8
2020 School System Credit Hrs. 2.5
2020 Ethics Governance Credit Hr. 1

Yearly Total: 11.5 Hours

Dane Voisin – District 9 Compliance Status: Compliant

2020 LSBA Convention Credit Hrs. 9
2020 Workshop Credit Hrs. 5
2020 School System Credit Hrs. 1
2020 Ethics Governance Credit Hr. 1

Yearly Total: 16 Hours

Mr. Hamner, Legislative Liaison for Terrebonne Parish School Board, gave a brief update on current legislation being proposed.

Motion of Mr. DeHart, seconded by Mr. Voisin, unanimously carried, the Board voted to adjourn its meeting **(5:37 P.M.)**.

/s/ Philip Martin, Secretary

/s/ MayBelle N. Trahan, Vice President

RLB