



TANGIPAHOA  
PARISH SCHOOL  
SYSTEM  
EST. 1896

## ADMINISTRATIVE and GOHSEP REVISIONS March 2025

The following policies were reviewed and updated with administrative and GOHSEP (Governor's Office of Homeland Security and Emergency Preparedness) suggestive revisions:

### 1. **Holiday Policy:**

- Added **Veterans Day** to the official holiday schedule.

### 2. **School Searches Policy:**

- Enabled the use of a **Third-Party contractor** to conduct searches.

### 3. **Ethics Policy: (GOHSEP)**

- Included a requirement that **all employees must complete ethics training within 30 days** of being hired.

### 4. **Bids and Quotations Policy: (GOHSEP)**

- Added a provision to abide by and reference the **Louisiana Public Bid Law (R.S. 38:2211, et seq.)**.

### 5. **Records Retention Policy: (GOHSEP)**

- Expanded the schedule to include **FEMA Grants** and **Project Final Expenditure Reports**.

While most of the changes were **minor in nature**, they were necessary to ensure compliance with current regulations and best practices.