

PROCEEDINGS OF THE TERREBONNE PARISH SCHOOL BOARD

February 7, 2012

The Terrebonne Parish School Board met today 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 Mr. L. P. Bordelon, III, President, presiding, and the following members present: Mr. Roger Dale DeHart, Vice-President; Mr. Roosevelt Thomas, Mr. Gregory Harding, Mr. Richard Jackson, Ms. Debi Benoit, Ms. Brenda Leroux Babin, Mr. Donald Duplantis, and Mr. Hayes J. Badeaux.

ABSENT: None

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

A moment of silence was observed in memory of Wilda Arceneaux, retired school food service employee, and Francis Antill, retired supervisor, who recently passed away.

Motion of Mr. Duplantis, seconded by Mr. DeHart, unanimously carried, the Board approved the minutes of School Board Meetings of December 20, and December 21, 2011; January 3, and January 17, 2012, as recorded.

At this time, Mr. Kevin Belanger, representing South Central Planning and Development Commission, addressed the Board regarding "Matter Pertaining to Approval of Contract between Terrebonne Parish School Board and South Central Planning and Development Commission, as it Relates to Reapportionment."

Motion of Mr. Duplantis, seconded by Mr. Badeaux, unanimously carried, the Board approved the contract, as submitted by Mr. Kevin Belanger, between Terrebonne Parish School Board and South Central Planning and Development Commission, in the amount of \$25,000.00, as it relates to reapportionment.

Motion of Mr. Duplantis, seconded by Mr. Jackson, unanimously carried, the Board directed that a Public Hearing be conducted on Tuesday, March 6, 2012, at 7:00 P.M., at the Terrebonne Parish School Board Office, 201 Stadium Drive, Houma, LA, for the purpose of obtaining public comment as it relates to the reapportionment/redistricting of the Terrebonne Parish School Board; namely, will the Terrebonne Parish School Board adopt as its Terrebonne Parish School Board Redistricting Plan, the Plan that was adopted by the Terrebonne Parish Consolidated Government, as their 2011 Redistricting Plan (commonly known as Plan 3-C), or formulate its own 2012 Terrebonne Parish School Board Redistricting Plan

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

Dear Members of the Board:

The **Buildings, Food Service, and Transportation Committee** met on Monday, January 23, 2012, at 5:00 P. M. in the Board Room of the School Board Office, 201 Stadium Drive, with the following members present: Mr. Hayes J. Badeaux, Chairman, and Mr. Roger Dale DeHart, Vice-Chairman. Mr. Gregory Harding was absent. Others in attendance were Mr. L. P.

Bordelon, III, Mr. Richard Jackson, Assistant Superintendent Carol Davis, and members of the staff.

Mr. Badeaux called the meeting to order. The meeting began with the invocation and Pledge of Allegiance to the Flag.

Mr. Merlin Lirette, AIA, REFP, addressed the Committee regarding the H. L. Bourgeois High School's Freshman Center Project (see attached).

Assistant Superintendent Carol Davis addressed the Committee regarding a request to enter into a ten-year lease agreement between Terrebonne Council on Aging, Inc. and Terrebonne Parish School Board, and approve renovations to the Old Daigleville School (see attached).

RECOMMENDATION NO. 1

The Committee recommends that the Board enter into a lease agreement (attached) with Terrebonne Council on Aging, Inc., pursuant to the provisions of Act 595 of the 2004 Regular Session of the Louisiana Legislature and the authority contained therein, for use of the Old Daigleville School and property for a period of ten years, from January 18, 2012, until January 18, 2022, approve renovations to the current building (attached), and further, authorize the Board President to sign all necessary documents pertaining thereto, subject to Board Attorney review.

Mr. Terry Gold, representing Friends of South Terrebonne, addressed the Committee regarding a request to waive usage fees for South Terrebonne High School's football stadium for an alumni football tournament (see attached).

RECOMMENDATION NO. 2

The Committee recommends that the Board grant the request of Friends of South Terrebonne to waive Terrebonne Parish School Board policy relative to usage fees for South Terrebonne High School's football stadium from March 10-11, 2012, for an alumni football tournament with proceeds going to South Terrebonne High School's Booster Club, provided that the necessary insurance, non-profit status, and all other School Board policy requirements are met, all costs associated with janitorial services are paid, and approval is obtained from the school.

Mr. Devlin Aubert, Supervisor of Transportation/Safety, addressed the Committee regarding the bus surveillance system. Mr. Aubert stated that all buses will be equipped with a four camera system by Wednesday, January 25, 2012. The cameras were provided by Terrebonne Parish School Board and a Community Oriented Policing Services (COPS) Secure Our Schools Grant.

Mr. Daniel Bruce, Jr., AIA, Cheramie and Bruce Architects, APC, addressed the Committee regarding South Terrebonne High School's Elevator Project (see attached).

Mr. Donald Chamberlain, Plant Operations Manager, addressed the Committee regarding maintenance updates.

There being no further business to come before the Buildings, Food Service, and Transportation Committee, the meeting was adjourned.

Respectfully submitted,

Hayes J. Badeaux, Chairman

Roger Dale DeHart, Vice-Chairman

JB

Motion of Mr. DeHart, seconded by Mr. Duplantis, unanimously carried, the Board entered into a lease agreement, as presented, with Terrebonne Council on Aging, Inc., pursuant to the provisions of Act 595 of the 2004 Regular Session of the Louisiana Legislature and the authority contained therein, for use of the Old Daigleville School and property for a period of ten years, from January 18, 2012, until January 18, 2022, approved renovations to the current building, and further, authorized the Board President to sign all necessary documents pertaining thereto, subject to Board Attorney review.

Motion of Ms. Babin, seconded by Mr. DeHart, unanimously carried, the Board granted the request of Friends of South Terrebonne to waive Terrebonne Parish School Board policy relative to usage fees for South Terrebonne High School's football stadium from March 10-11, 2012, for an alumni football tournament with proceeds going to South Terrebonne High School's Booster Club, provided that the necessary insurance, non-profit status, and all other School Board policy requirements are met, all costs associated with janitorial services are paid, and approval is obtained from the school.

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

The following report of the Finance, Insurance, and Section 16 Lands Committee meeting was presented to the Board with Mr. Duplantis, Chairman, presiding:

Dear Members of the Board:

The FINANCE, INSURANCE, and SECTION 16 LANDS COMMITTEE met in the Board Room of the School Board Office, 201 Stadium Drive, at 5:00 P.M. on Monday, January 30, 2012, with the following members present: Mr. Donald Duplantis, Chairman, and Mr. Roosevelt Thomas, Vice-Chairman. Ms. Debi Benoit entered after roll call. Also in attendance were Mr. L. P. Bordelon, III, Board President, Mr. Richard Jackson, Superintendent Philip Martin, and members of the staff.

Mr. Duplantis called the meeting to order. The meeting began with the invocation and Pledge of Allegiance to the Flag.

Mr. Mark Felger, Lanaux & Felger, CPAs, presented the four major parts of the annual audit report (attachments). He said the financial statements ending June 30, 2011, had received an "unqualified opinion," which is the best possible rating and that they presented fairly in all respects of conformity, based on general accounting principles. Mr. Felger briefly explained internal control and compliance and summarized the financial graphs of the General Fund, Sales Tax revenues, and Capital Fund expenditures; discussed the various components of accumulated liability and general long-term debt; and further, addressed a proposed change in accounting standards by the Governmental Accounting Standards Board (GASB), regarding accounting for pension plans. He informed the Committee that this change may significantly impact the School Board's

financial statements, once the new standard is approved and implemented.

Mr. Thomas, seconded by Ms. Benoit, offered the following motion:

RECOMMENDATION NO. 1

The Committee recommends that the Board receive the June 30, 2011, Terrebonne Parish School Board Audit Report, as presented.

Mrs. Rebecca Breaux, Supervisor of Finance and Statistics, presented the Group Insurance Claims Fund original budget for fiscal year 2011-2012.

Ms. Benoit, seconded by Mr. Thomas, offered the following motion:

RECOMMENDATION NO. 2

The Committee recommends that the Board adopt the following 2011-2012 original budget for the Group Insurance Claims Fund:

ORIGINAL 2011-2012 GROUP INSURANCE CLAIMS FUND BUDGET

REVENUES

| | |
|--|---------------------|
| Interest Income & Earnings on Investments | \$ 35,000 |
| Insurance Premium Billings - Health, Life and Dental | 34,664,000 |
| Subsidies - All Types | 1,350,000 |
| Claim Recoveries - All Types | 1,500,000 |
| Rebates | 450,000 |
| Transfers In | 5,800,000 |
| TOTAL REVENUES | <u>\$43,799,000</u> |

EXPENSES

| | |
|-----------------------------------|---------------------|
| Claims Paid - Health | \$39,069,000 |
| Claims Paid - Dental | 1,207,000 |
| Financial Audit Fees | 7,500 |
| Cash Management Fees | 6,000 |
| Early Retiree Reinsurance Program | 146,000 |
| Scriptcare Administrative Fee | 25,000 |
| Actuary Fees | 7,000 |
| PPO Access Fees | 68,000 |
| Broker Fee | 45,000 |
| Advantage Card Service | 18,000 |
| Utilization Review | 74,000 |
| Dental Administration Fees | 64,000 |
| Life Insurance Premiums | 1,149,000 |
| Stop Loss Premium | 534,000 |
| Claims Administration | 651,000 |
| TOTAL EXPENSES | <u>\$43,070,500</u> |

NET INCOME (LOSS) 728,500

RETAINED EARNINGS

| | |
|-----------|--------------------------|
| Beginning | <u>150,671</u> |
| Ending | <u><u>\$ 879,171</u></u> |

Mr. Harris Henry, Executive Director of Finance and Auxiliary Services, presented an update on the Sales Tax collections report (attachment). He said sales tax collections for the month of November 2011 are significantly higher than November 2010.

There being no further business to come before the **Finance, Insurance, and Section 16 Lands Committee**, motion of Mr. Thomas, seconded by Ms. Benoit, the meeting adjourned at 5:30 P.M.

Respectfully submitted,

Donald Duplantis, Chairman

Roosevelt Thomas, Vice-Chairman

Debi Benoit

DC

Motion of Mr. Bordelon, seconded by Mr. DeHart, unanimously carried, the Board received the June 30, 2011, Terrebonne Parish School Board Audit Report, as presented.

Motion of Mr. Badeaux, seconded by Mr. Jackson, unanimously carried, the Board adopted, as presented and outlined in the foregoing report, the 2011-2012 original budget for the Group Insurance Claims Fund.

The report of the Finance, Insurance, and Section 16 Lands Committee meeting was concluded, and President Bordelon reassumed the Chair and presided for the remainder of the proceedings.

The Executive Committee report was presented to the Board.

Motion of Mr. DeHart, seconded by Mr. Badeaux, unanimously carried, the Board received the following Executive Committee report in its entirety:

Dear Members of the Board:

The **Executive Committee** met at 6:00 P.M. on Tuesday, January 17, 2012, in the Board Conference Room of the School Board Office with the following members present: Mr. L. P. Bordelon, III, President, and Mr. Roger Dale DeHart, Vice-President. Mr. Roosevelt Thomas was absent. Others in attendance were Superintendent Philip Martin, Mr. Harris Henry, and Mrs. Rebecca Breaux.

The meeting began with an 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).

The **Executive Committee** addressed member concerns.

There being no further business to come before the **Executive Committee**, the meeting was adjourned.

Respectfully submitted,

L. P. Bordelon, III, President

Roger Dale DeHart, Vice-President

RLB

The Executive Committee report was concluded.

The report of the Board of Directors of Terrebonne Construction Company, Inc. was then presented to the Board.

Motion of Mr. Badeaux, seconded by Mr. Jackson, unanimously carried, the Board received the following report of the Board of Directors of Terrebonne Construction Company, Inc. in its entirety:

Dear Members of the School Board:

The **Board of Directors of Terrebonne Construction Company, Inc.** met at 6:30 P.M. on Tuesday, January 17, 2012, in the Board Conference Room of the School Board Office with the following members present: Mr. L. P. Bordelon, III, President, and Mr. Roger Dale DeHart, Vice-President. Mr. Roosevelt Thomas was absent. Others in attendance were Superintendent Philip Martin, Mr. Harris Henry, and Mrs. Rebecca Breaux.

The **Board of Directors** deviated from the regular order of the agenda to elect officers.

The **Board of Directors** voted on officers for the 2012 calendar year; Mr. L. P. Bordelon, III to serve as President, and Mr. Roger Dale DeHart to serve as Secretary-Treasurer of the Board of Directors of Terrebonne Construction Company, Inc.

The **Board of Directors** returned to the regular order of the agenda.

The **Board of Directors** received the December 2012 financial statement (attachment).

The matter bearing upon renewal of Flood Insurance was discussed by Mr. Harris Henry.

The **Board of Directors** approved the Flood Insurance Coverage renewal for the period of February 16, 2012 – February 16, 2013, with Harleysville Mutual Insurance Company for 623 Belanger Street - \$1,378.00; 252 Barrow Street - \$866.00; 240 Barrow Street - \$471.00, for a total premium of \$2,715.00.

There being no further business to come before the **Board of Directors of Terrebonne Construction Company, Inc.**, the meeting was adjourned.

Respectfully submitted,

L. P. Bordelon, III, President

Roger Dale DeHart, Secretary/Treasurer

RLB

The report of the Board of Directors of Terrebonne Construction Company, Inc. was concluded.

Motion of Mr. Jackson, seconded by Mr. DeHart, unanimously carried, the Board approved a request to allow Ms. Stacy Solet, Supervisor of Elementary Education (K-8)/State Assessment and Testing, and Dr. Debra Yarbrough, Supervisor of Personnel, Central Office, to attend the Cross State Learning Collaborative (CSLC) 2012 Leadership Conference in Denver, Colorado, February 23-24, 2012 (Thursday-Friday), in accordance with Policy (FILE: F-11.2), expenses to be borne by The Bill and Melinda Gates Foundation.

Motion of Mr. Thomas, unanimously seconded, unanimously carried, the Board approved the following proclamation recognizing February 6-10, 2012, as National School Counseling Week in Terrebonne Parish Schools:

PROCLAMATION

WHEREAS, School Counselors are employed in public and private schools to help students reach their full potential; and

WHEREAS, School Counselors are actively committed to helping students explore their abilities, strengths, interests, and talents as these traits relate to career awareness and development; and

WHEREAS, School Counselors help parents focus on ways to further the educational, personal, and social growth of their children; and

WHEREAS, School Counselors work with teachers and other educators to help students explore their potential and set realistic goals for themselves; and

WHEREAS, School Counselors seek to identify and utilize community resources that can enhance and complement comprehensive school counseling programs and help students become productive members of society; and

WHEREAS, Comprehensive developmental school counseling programs are considered an integral part of the educational process that enables all students to achieve success in schools; now

THEREFORE, BE IT RESOLVED, That the Terrebonne Parish School Board recognizes February 6-10, 2012, as National School Counseling Week in the Terrebonne Parish Public Schools; and

BE IT FURTHER RESOLVED, That copies of this proclamation be forwarded to all Terrebonne Parish Public Schools and office buildings.

Motion of Mr. Badeaux, seconded by Mr. Duplantis, with the exception of Mr. Thomas who objected, the Board approved the personnel appointment of Dane Voisin, Principal at South Terrebonne High School, as recommended by Superintendent Philip Martin, effective February 8, 2012.

Motion of Mr. DeHart, seconded by Ms. Babin, unanimously carried, the Board approved a family and medical leave in accordance with Policy (FILE: F-11.4a) for Julie Hartman, Teacher at Legion Park School, beginning February 10, 2012, through May 21, 2012 (medical).

Motion of Mr. Jackson, seconded by Mr. DeHart, unanimously carried, the Board approved a sabbatical leave of absence in accordance with Policy (FILE: F-11.1) for Antoinette Polkey, Teacher at Caldwell Middle School, beginning February 8, 2012, through May 22, 2012 (medical).

Mr. Thomas addressed the Board, at this time, and requested that he be removed as a member of the Executive Committee for year 2012.

President Bordelon then announced that any other School Board Member interested in serving on the Executive Committee for 2012 to please contact him, as the topic would be placed on the February 14, 2012, Terrebonne Parish School Board Meeting agenda for Board consideration and approval.

Motion of Mr. Duplantis, seconded by Mr. Thomas, unanimously carried, the Board voted to adjourn its meeting **(8:05 P.M.)**.

/s/ Philip Martin, Secretary

/s/ L. P. Bordelon, III, President

RLB