

PROCEEDINGS OF THE TERREBONNE PARISH SCHOOL BOARD

September 4, 2018

The Terrebonne Parish School Board met today at 6:00 P.M. in regular session at its regular meeting place, the Terrebonne Parish School Board Office, 201 Stadium Drive, Houma, Louisiana, with Mr. Roger Dale DeHart, president, presiding, and the following members present: Ms. Vicki Bonvillain, vice president, Mr. Roosevelt Thomas, Mr. Gregory Harding, Dr. Brenda Leroux Babin, Mr. L. P. Bordelon, III, and Mr. Donald Duplantis.

ABSENT: Mr. Richard Jackson and Mrs. Debi Benoit

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

President DeHart recognized Mr. Nelson Kramer, former Terrebonne Parish School Board Member, who was in attendance at tonight's meeting.

Motion of Ms. Bonvillain, seconded by Mr. Bordelon, unanimously carried, the Board approved the minutes of School Board Meeting of August 7, 2018, as recorded.

Several announcements were made by President DeHart regarding upcoming meetings.

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 at 5:00 P.M. on Monday, August 20, 2018, in the Board Room of the School Board Office with the following members present: Mr. Donald Duplantis, chairman, Mr. Roosevelt Thomas, vice chairman, and Mrs. Debi Benoit. Also in attendance were Mr. Roger Dale DeHart, Board president, Ms. Vicki Bonvillain, vice president, Mr. L. P. Bordelon, III, Mr. Richard Jackson, Superintendent Philip Martin, and members of the staff.

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

Mrs. Katherine Gilbert-Theriot, Director of Business Retention and Expansion, Terrebonne Economic Development Authority (TEDA), addressed the Committee regarding an Industrial Ad Valorem Tax Exemption for Cortec, LLC.

RECOMMENDATION NO. 1

The Committee recommends that the Board adopt the attached (Option 2) resolution granting the request by Cortec, LLC for an Industrial Ad Valorem Tax Exemption for 5 years at 100%, subject to renewal for 3 years at 80%, pending Board attorney review and approval, and further, authorize the Board president to sign all necessary documents pertaining thereto.

Mrs. Gilbert-Theriot addressed the Committee regarding an Industrial Ad Valorem Tax Exemption for Premier Machine Works, LLC.

RECOMMENDATION NO. 2

The Committee recommends that the Board adopt the attached (Option 2) resolution granting the request by Premier Machine Works, LLC for an Industrial Ad Valorem Tax Exemption for 5 years at 100%, subject to renewal for 3 years at 80%, pending Board attorney review and approval, and further, authorize the Board president to sign all necessary documents pertaining thereto.

Superintendent Martin addressed the Committee regarding consideration of the Budget Adoption Resolution, providing for adoption of the following Original Operating Budgets for Fiscal Year 2018/2019:

- a. General Operating Fund
- b. One Cent Sales Tax Fund
- c. ½ Cent Sales Tax Fund
- d. ¾ Cent Sales Tax Fund
- e. Child Nutrition Program Fund
- f. Special Revenue Funds

RECOMMENDATION NO. 3

The Committee recommends that the Board adopt the following Budget Adoption Resolution which provides for adopting the General Operating Fund, One Cent Sales Tax Fund, ½ Cent Sales Tax Fund, ¾ Cent Sales Tax Fund, Child Nutrition Program Fund, and various Special Revenue Funds for the 2018/2019 Fiscal Year:

**TERREBONNE PARISH SCHOOL BOARD
BUDGET ADOPTION RESOLUTION**

RESOLUTION NO. 1893

Resolution adopting operating budgets for the fiscal year beginning July 1, 2018, and ending June 30, 2019.

BE IT RESOLVED by the Terrebonne Parish School Board that:

1. The Operating Budgets for the General Operating, One Cent Sales Tax, ½ Cent Sales Tax, ¾ Cent Sales Tax, Child Nutrition Program and various Special Revenue Funds for the 2018-2019 fiscal year be adopted and hereby declared to serve as appropriations of the amounts therein set forth until amendments thereto be adopted;
2. The amounts expended during the fiscal year shall not exceed the appropriations set forth in such budgets and all subsequent amendments thereto;
3. The Board reserves solely and exclusively unto itself the right, power and authority to:
 - a. Adopt budgets and make, approve, change, or reject appropriations for any and all funds, fund types, programs, grants, awards, or projects, irrespective of the source of funding;

- b. Make such amendments to any budgets as the economic circumstances prevailing or arising during the fiscal year may demand; and
 - c. Make appropriations and expenditures for any contingency or emergency of any nature that may arise during the course of the fiscal year;
4. This resolution shall continue in effect until superseded by the budget adoption resolution of the ensuing fiscal year;
 5. If, at the end of any fiscal year, the appropriations necessary for the support of expenditures of the ensuing fiscal year have not been made, then fifty percent of the amounts appropriated in the appropriation resolution for the last completed fiscal year shall be deemed appropriated for the objects and purposed specified in the resolution for the preceding fiscal year, as provided by R.S. 39:1311;
 6. Budget amendment authority of the Board and certain operating officers, delineated by fund or fund type, is as follows:

I. GENERAL PROVISIONS

- A. All original operating budgets for the fiscal year for all funds, programs, grants, or projects shall be presented to the Finance Committee. The Finance Committee shall submit such budgets to the Board accompanied by the Committee's recommendation for adoption or rejection.
- B. Authorization of any expenditure or award of any contract by the Board shall constitute authority to disburse funds and effect such budget amendments as may be required.
- C. Approval of employment, positions, or compensation adjustments by the Board shall constitute authority to disburse funds and effect such budget amendments as may be required.

II. PROVISIONS APPLICABLE TO INDIVIDUAL FUNDS AND FUND TYPES

A. GENERAL OPERATING FUND

1. Subsequent to adoption of the Original Operating Budget, the Superintendent and Chief Financial Officer shall jointly possess authority to reallocate funds among expenditure accounts within function/service areas, as defined by the General Operating Fund's Internal Chart of Accounts. General Fund budget amendments made upon internal authority shall be provided to the Board through the Finance Committee.
2. The Finance Committee and Board shall consider for approval all proposed increases or decreases in funds appropriated for any function/service area. Such proposals shall be directed to the Finance Committee for submission to the Board. The aforementioned officials shall direct requests requiring Board approval to the Finance Committee, with their recommendation thereon, for submission to the Board.

3. Other Financing Uses – Operating Transfers. Authority to effect necessary budget revisions or transactions for operating transfers to local, state, or federal special funds which are dependent upon the amount of current year revenues, expenditures actually incurred, or operating deficits will be held by the Superintendent and Chief Financial Officer.

B. ONE CENT SALES TAX FUND OF 1996

1. The nature and kind of expenses and expenditures assigned to and accounted for in the Fund shall be governed by School Board Resolution Number 1587 dated February 6, 1996, Resolution Number 1588 dated May 7, 1996, and Ordinance Number 1590 (levying the tax) dated May 7, 1996.
2. Section 1 – GENERAL PROVISIONS paragraphs A, B, and C above shall apply to the operations of the Fund.
3. Subsequent to adoption of the Original Operating Budget, the Superintendent and Chief Financial Officer shall jointly possess authority to reallocate appropriations, expenses, and expenditures among the accounts within the dedicated allocations of the tax as defined by the governing resolutions and the Fund's Internal Chart of Accounts.
4. All budget revisions shall be provided to the School Board through the Finance Committee.

C. ½ CENT SALES TAX FUND OF 2014

1. The nature and kind of expenses and expenditures assigned and accounted for in the Fund shall be governed by School Board Resolution Number 1867 and Ordinance Number 1868 levying the tax.
2. Subsequent to adoption of the Original Operating Budget, the Superintendent and Chief Financial Officer shall jointly possess authority to reallocate appropriations, expenses, and expenditures among the accounts within the dedicated allocations of the tax as defined by the governing resolutions and the Fund's Internal Chart of Accounts.

D. ¾ CENT SALES TAX FUND OF 1975

1. Subsequent to adoption of the Original Operating Budget, the Superintendent and Chief Financial Officer shall jointly possess authority for reallocation of funds as defined below.
 - a. Expenditures monitored by organizational unit (school)
 - 1) Said officials shall be authorized to reallocate appropriation balances of school sales tax allotments for various instructional areas (School Board Allotments), any special allotments, and any other expenditures controlled by individual school budgets, within the individual school appropriation accounts as necessary to prevent expenditures in excess of individual school budgets or account appropriation balances.

- 2) Increase in allotments to any or all organizations (schools) and new allotments will be considered by the Finance Committee and submitted to the Board for approval or rejection.

b. Other Expenditures

- 1) The aforementioned officials shall have the authority to reallocate, within function/service areas, those expenditures not monitored by individual organizational (school) budgets.
- 2) Proposed increase in funds allocated to any function/service area where expenditures are not controlled by organizational (school) budgets shall be considered by the Finance Committee and submitted to the Board for approval or rejection.

c. Other Financing Uses

- 1) Operating Transfers. Authority to effect necessary budget revisions or transactions for operating transfers to other funds which are dependent upon the amount of current year revenues, expenditures actually incurred, or operating deficits will be jointly held by the Superintendent and Chief Financial Officer.
- 2) All budget revisions shall be provided to the School Board through the Finance Committee.

E. CHILD NUTRITION PROGRAM FUND

1. Subsequent to adoption of the Original Operating Budget, the Superintendent, Chief Financial Officer, and Supervisor of Child Nutrition Programs shall possess the authority to reallocate funds within the Food Service function/service area.
2. Increases in Child Nutrition Program Fund expenditures proposed subsequent to adoption of the Original Budget, with the exception of those expenses which are directly influenced by meal preparation volume, will be presented to the Finance Committee for submission to the Board.
3. Prior to presentation of proposed budget revisions, expenditures, or capital outlay requests to the Board or Finance Committee, any necessary approvals by regulatory agencies will be secured by the Supervisor of Child Nutrition Programs.

F. SPECIAL REVENUE FUNDS - LOCAL, STATE, AND FEDERAL

1. All original program or fund budgets for the Local, State, and Federal Special Revenue Funds will be presented to the Finance Committee for submission to the Board. With reference to State and Federal Special Funds, the original program budget referred to in E-1 is defined as the final written award approved by the regulatory authority indicating the actual monetary grant to the school system.
2. During the course of the fiscal year, any new programs, proposals, or changes in existing programs, with the exception of

transfers to fund operating deficits, which increase or reduce the total operating budget for the program or fund will be presented to the Finance Committee.

- a. The Finance Committee will submit such new or amended Budgets to the Board along with its recommendation for approval or rejection.
 - b. Any necessary approvals by State or Federal regulatory authorities will be obtained by the Program Manager prior to presentation to the Finance Committee.
3. The Program Manager, Superintendent and Chief Financial Officer shall jointly possess authority to effect transfers of funds to offset operating deficits incurred in the Local, State, and Federal Special Funds.
 4. Prior to formal approval of the budget for a program, project, grant, or fund by the School Board, any expenditure of funds for any purpose shall be approved in written form by the Program Manager, Superintendent and Chief Financial Officer.
 5. Subsequent to adoption of the Original Budget, the Program Manager, pursuant to obtaining any required approvals from State or Federal regulatory authorities, shall, with the concurrence of the Finance Department, have the authority to reallocate appropriations within State or Federal Special Funds.

G. CAPITAL PROJECTS FUNDS

1. Board approval of projects, contracts, change orders, or expenditures will constitute authority for budget amendments and expenditure of funds.
2. The Superintendent, with notice to the Board, will have authority to authorize expenditures and budget revisions or projects costing \$5,000 or less during a fiscal year, with a maximum of \$20,000 so authorized during a fiscal year, exclusive of expenditures authorized but not expended during prior year.
3. All other proposed expenditures of the Capital Projects Funds shall be submitted to the Board accompanied by the recommendation of the appropriate committee.

H. DEBT SERVICES FUNDS

All expenditures related to debt service, with the exception of payment of loan or bond principle, interest, paying agent's fees, bank service charges, and tax collection expenses, not authorized in the Original Operating Budget, shall be submitted to the Board through the Finance Committee.

I. INTERNAL SERVICE FUNDS

1. All expenditures of the internal service funds not authorized in the Original Operating Budget shall be submitted to the Board through the Finance Committee's recommendation for approval or rejection.

2. The Superintendent, Chief Financial Officer, and Program Manager shall have joint authority to reallocate expenses/expenditures within each Internal Service Fund.

Mrs. Rebecca Breaux, Chief Financial Officer, 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 June 2018 are approximately 6.2% higher than June 2017, and sales tax collections for fiscal year 2017/2018 are approximately 3.6% higher than fiscal year 2016/2017.

There being no further business to come before the **Finance, Insurance, and Section 16 Lands Committee**, motion of Mrs. Benoit, seconded by Mr. Thomas, the meeting adjourned at 5:15 P.M.

Respectfully submitted,

Donald Duplantis, Chairman

Roosevelt Thomas, Vice Chairman

Debi Benoit

RB/bp

Motion of Mr. Thomas, seconded by Mr. DeHart, unanimously carried, the Board adopted the following (Option 2) resolution granting the request by Cortec, LLC for an Industrial Ad Valorem Tax Exemption for 5 years at 100%, subject to renewal for 3 years at 80%, pending Board attorney review and approval, and further, authorized the Board president to sign all necessary documents pertaining thereto:

RESOLUTION NO. 1891

A RESOLUTION TO APPROVE CORTEC, LLC FOR PARTICIPATION IN THE INDUSTRIAL TAX EXEMPTION PROGRAM AT TERREBONNE PARISH, LOUISIANA

WHEREAS, Article 7, Section 21(F) of the Louisiana Constitution provides for the Board of Commerce and Industry ("BCI"), with the approval of the Governor, to approve contracts for the exemption of ad valorem taxes of a new manufacturing establishment or an addition to an existing manufacturing establishment, on such terms and conditions as the board, with the approval of the Governor, deems in the best interest of the state; and

WHEREAS, CORTEC, LLC has applied for an Industrial Tax Exemption ("ITE") and seeks approval of the BCI and the Governor for a contract granting that exemption; and

WHEREAS, Governor Edwards, through Executive Order JBE 16-26 and 16-73, as amended, has set forth the conditions for his approval of ITE contracts, and affirmed that those conditions are in the best interest of the State of Louisiana; and

WHEREAS, Executive Order JBE 16-26 and 16-73, as amended, provides that ITE contracts should be premised upon job and payroll creation at new or

expanded manufacturing plants or establishments, or upon showing that investment in modernization of the facility represents a compelling basis for retention of jobs and that the percentage of exemption from ad valorem taxes, and length of the contract for such exemption, may vary depending upon the nature of the project and its economic benefit in accordance with guidance received from the Secretary of Economic Development and concurred in by the Terrebonne Parish Council, Terrebonne Parish School Board and Terrebonne Parish Sheriff; and

WHEREAS, Executive Order JBE 16-26 and 16-73, as amended, mandates that each exemption contract approved by the Governor shall include as Exhibit "A" a Cooperative Endeavor Agreement for the ITE between the State of Louisiana, the Louisiana Department of Economic Development, and the applicant for the ITE contract, which provides for the creation or retention of jobs, and provides for the exercise of the option in the Louisiana Constitution for the term or percentage of the parish ad valorem tax exemption granted in the contract, and provides for the reduction or loss of the exemption based on the applicant's compliance with the contract; and

WHEREAS, Executive Order JBE 16-26 and 16-73, as amended, further requires that this School Board, together with the other required local government entities signify consent to the terms of the exemption by resolution and the sheriff of this parish shall signify consent to the terms of the exemption by letter. Executive Order JBE 16-26 and 16-73, as amended, further provides that the resolutions of approval and the sheriff's approval shall be attached as Exhibit "B" to the ITE contract between BCI and CORTEC, LLC; and

WHEREAS, CORTEC, LLC and the Louisiana Department of Economic Development have advised that certain terms and conditions forming Exhibit "A" to the Industrial Tax Exemption Contract pending approval before the Louisiana Board of Commerce and Industry have been reached and have conveyed the same to this School Board, and thus this matter is now ready for a determination of approval of this School Board as required by JBE 16-26 and 16-73, as amended; and,

WHEREAS, the Terrebonne Parish School Board in consideration of JBE 16-26 and 16-73, as amended, and in accordance with Louisiana Administrative Code §501, et seq., Louisiana Revised Statutes 47:1703 and 47:4311, et seq., finds the project, contract, or purchase, as proposed and attached hereto, to be acceptable; and

NOW THEREFORE, BE IT RESOLVED, upon consideration of the foregoing and the public discussion held this day that the Terrebonne Parish School Board finds that CORTEC, LLC has presented compelling evidence that as a result of the contemplated investment for which the exemption is being sought, it will create/retain manufacturing jobs if this exemption is granted, approves the terms of the Industrial Tax Exemption contract based on the inclusion of the following terms and conditions into Exhibit "A" (the Cooperative Endeavor Agreement) between the State of Louisiana, the Louisiana Department of Economic Development, and CORTEC, LLC to the Industrial Tax Exemption contract between the Board of Commerce and Industry and CORTEC, LLC with respect to the manufacturing plant located in Terrebonne Parish, Louisiana.

107 Retained Direct Jobs at the Manufacturing Establishment

\$ 7,873,894 Payroll

Term of Exemption Contract: 5 years at 100% subject to renewal for 3 years at 80%, subject to comportsing with all laws, regulations, Executive Orders and approval by BCI for renewal.

Documentation of the investment and yearly review of employment and payroll provided that a greater than 10% reduction of jobs or payroll may result in reconsideration of the terms of the exemption or the opportunity for renewal of the initial five-year exemption.

This Terrebonne Parish School Board further authorizes the Louisiana Department of Economic Development, on behalf of the Board of Commerce and Industry, to include this resolution in Exhibit "B" to the Industrial Tax Exemption Contract between the Board of Commerce and Industry and CORTEC, LLC.

THEREFORE, BE IT FURTHER RESOLVED by the School Board, that a copy of this resolution shall be forwarded to the Board of Commerce and Industry and the Louisiana Department of Economic Development.

Mr. Matthew Rookard, Chief Executive Officer, Terrebonne Economic Development Authority, addressed the Board regarding the foregoing motion.

Motion of Mr. Bordelon, seconded by Mr. Thomas, unanimously carried, the Board adopted the following (Option 2) resolution granting the request by Premier Machine Works, LLC for an Industrial Ad Valorem Tax Exemption for 5 years at 100%, subject to renewal for 3 years at 80%, pending Board attorney review and approval, and further, authorized the Board president to sign all necessary documents pertaining thereto:

RESOLUTION NO. 1892

A RESOLUTION TO APPROVE PREMIER MACHINE WORKS, LLC FOR PARTICIPATION IN THE INDUSTRIAL TAX EXEMPTION PROGRAM AT TERREBONNE PARISH, LOUISIANA

WHEREAS, Article 7, Section 21(F) of the Louisiana Constitution provides for the Board of Commerce and Industry ("BCI"), with the approval of the Governor, to approve contracts for the exemption of ad valorem taxes of a new manufacturing establishment or an addition to an existing manufacturing establishment, on such terms and conditions as the board, with the approval of the Governor, deems in the best interest of the state; and

WHEREAS, Premier Machine Works, LLC has applied for an Industrial Tax Exemption ("ITE") and seeks approval of the BCI and the Governor for a contract granting that exemption; and

WHEREAS, Governor Edwards, through Executive Order JBE 16-26 and 16-73, as amended, has set forth the conditions for his approval of ITE contracts, and affirmed that those conditions are in the best interest of the State of Louisiana; and

WHEREAS, Executive Order JBE 16-26 and 16-73, as amended, provides that ITE contracts should be premised upon job and payroll creation at new or expanded manufacturing plants or establishments, or upon showing that investment in modernization of the facility represents a compelling basis for retention of jobs and that the percentage of exemption from ad valorem taxes, and length of the contract for such exemption, may vary depending upon the nature of the project and its economic benefit in accordance with

guidance received from the Secretary of Economic Development and concurred in by the Terrebonne Parish Council, Terrebonne Parish School Board and Terrebonne Parish Sheriff; and

WHEREAS, Executive Order JBE 16-26 and 16-73, as amended, mandates that each exemption contract approved by the Governor shall include as Exhibit "A" a Cooperative Endeavor Agreement for the ITE between the State of Louisiana, the Louisiana Department of Economic Development, and the applicant for the ITE contract, which provides for the creation or retention of jobs, and provides for the exercise of the option in the Louisiana Constitution for the term or percentage of the parish ad valorem tax exemption granted in the contract, and provides for the reduction or loss of the exemption based on the applicant's compliance with the contract; and

WHEREAS, Executive Order JBE 16-26 and 16-73, as amended, further requires that this School Board, together with the other required local government entities signify consent to the terms of the exemption by resolution and the sheriff of this parish shall signify consent to the terms of the exemption by letter. Executive Order JBE 16-26 and 16-73, as amended, further provides that the resolutions of approval and the sheriff's approval shall be attached as Exhibit "B" to the ITE contract between BCI and Premier Machine Works, LLC; and

WHEREAS, Premier Machine Works, LLC and the Louisiana Department of Economic Development have advised that certain terms and conditions forming Exhibit "A" to the Industrial Tax Exemption Contract pending approval before the Louisiana Board of Commerce and Industry have been reached and have conveyed the same to this School Board, and thus this matter is now ready for a determination of approval of this School Board as required by JBE 16-26 and 16-73, as amended; and,

WHEREAS, the Terrebonne Parish School Board in consideration of JBE 16-26 and 16-73, as amended, and in accordance with Louisiana Administrative Code §501, et seq., Louisiana Revised Statutes 47:1703 and 47:4311, et seq., finds the project, contract, or purchase, as proposed and attached hereto, to be acceptable; and

NOW THEREFORE, BE IT RESOLVED, upon consideration of the foregoing and the public discussion held this day that the Terrebonne Parish School Board finds that Premier Machine Works, LLC has presented compelling evidence that as a result of the contemplated investment for which the exemption is being sought, it will create/retain manufacturing jobs if this exemption is granted, approves the terms of the Industrial Tax Exemption contract based on the inclusion of the following terms and conditions into Exhibit "A" (the Cooperative Endeavor Agreement) between the State of Louisiana, the Louisiana Department of Economic Development, and Premier Machine Works, LLC to the Industrial Tax Exemption contract between the Board of Commerce and Industry and Premier Machine Works, LLC with respect to the manufacturing plant located in Terrebonne Parish, Louisiana.

9 Retained Direct Jobs at the Manufacturing Establishment

\$ 400,000 Payroll

Term of Exemption Contract: 5 years at 100% subject to renewal for 3 years at 80%, subject to comporting with all laws, regulations, Executive Orders and approval by BCI for renewal.

Documentation of the investment and yearly review of employment and payroll provided that a greater than 10% reduction of jobs or payroll may result in reconsideration of the terms of the exemption or the opportunity for renewal of the initial five-year exemption.

This Terrebonne Parish School Board further authorizes the Louisiana Department of Economic Development, on behalf of the Board of Commerce and Industry, to include this resolution in Exhibit "B" to the Industrial Tax Exemption Contract between the Board of Commerce and Industry and Premier Machine Works, LLC.

THEREFORE, BE IT FURTHER RESOLVED by the School Board, that a copy of this resolution shall be forwarded to the Board of Commerce and Industry and the Louisiana Department of Economic Development.

Mr. Matthew Rookard, Chief Executive Officer, Terrebonne Economic Development Authority, addressed the Board regarding the foregoing motion.

Motion of Mr. DeHart, seconded by Mr. Bordelon, unanimously carried, the Board adopted, as presented and outlined in the foregoing report, the Budget Adoption Resolution No. 1893 which provides for adopting the General Operating Fund, One Cent Sales Tax Fund, ½ Cent Sales Tax Fund, ¾ Cent Sales Tax Fund, Child Nutrition Program Fund, and various Special Revenue Funds for the 2018/2019 Fiscal Year.

At this time, Superintendent Philip Martin and the Board expressed thanks to Mrs. Rebecca Breaux, Chief Financial Officer; Mrs. Judy Martin, Chief Accountant, the Finance Department, and staff involved for their efforts in the preparation of the 2018-2019 Proposed Budget.

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

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

Dear Members of the Board:

The EDUCATION, TECHNOLOGY, and POLICY COMMITTEE met on Monday, August 27, 2018, at 5:00 P.M. in the Board Room of the School Board Office with the following members present: Ms. Vicki Bonvillain, chairwoman, Mr. Richard Jackson, vice chairman, and Dr. Brenda Leroux Babin. Also in attendance were Mr. Roger Dale DeHart, Board president, Mr. L. P. Bordelon, III, Superintendent Philip Martin, and members of the staff.

Chairwoman Bonvillain called the meeting to order. The meeting began with the invocation and Pledge of Allegiance to the Flag.

Dr. Debra Yarbrough, Supervisor of Personnel, presented recent legislative changes to policy File: F-11.4a Family and Medical Leave (attached *Policy Alert*).

RECOMMENDATION NO. 1

The Committee recommends that the Board approve, as presented, revised policy File: F-11.4a Family and Medical Leave:

FILE: F-11.4a

FAMILY AND MEDICAL LEAVE

~~The Board shall permit qualified employees to take up to twelve (12) workweeks of unpaid leave in a twelve (12) month period for family and medical reasons. Employees qualifying for family and temporary medical leave shall have been employed by the Board for the previous twelve (12) months prior to the date of the leave to be taken. For the purposes of this policy, the 12 month period shall be the same as the fiscal year, July 1 to June 30. Such unpaid leave may only be taken for the following reasons:~~

- ~~1. For the birth of the employee's child and subsequent care;~~
- ~~2. For the placement of a child with the employee for adoption or foster care;~~
- ~~3. In order to care for the spouse, child or parent of the employee who has a serious health condition; or~~
- ~~4. When the serious health condition of the employee renders the employee unable to perform the function of the position of such employee.~~

~~Leave may be taken for birth or placement of a child only within twelve (12) months of the birth or placement.~~

~~Generally, the time taken for family and medical leave shall be on a continuous basis. However, the employee shall be permitted to take leave on an intermittent or reduced basis to care for a seriously ill family member or the employee's own illness when medically necessary. An employee may take intermittent leave for the birth or adoption of a child only with Board approval.~~

~~If a teacher's period of absence on intermittent leave amounts to more than 20% of classroom time, the teacher may be required to take continuous leave throughout the treatment period or be placed temporarily in an equivalent position, for which the teacher is qualified and which has equivalent status, pay and benefits, and which would not be so disruptive to the classroom.~~

~~The Board may make the following special arrangements for teachers taking leave near the completion of a semester:~~

- ~~1. If the teacher begins leave more than five (5) weeks prior to the end of the semester, the Board may require said teacher to continue leave until the end of the semester if the leave is of at least three (3) weeks duration and the return to work would occur during the 3-week period before the end of the semester.~~
- ~~2. If the teacher begins leave for the birth of the teacher's child and subsequent care; for the placement of a child with the teacher for adoption or foster care; or in order to care for the spouse, child or parent of the teacher who has a serious health condition, within the last five (5) weeks of the semester, the School Board may require the employee to continue taking leave until the end of the semester if the leave is to be longer than two (2) weeks and the return to work would occur during the last two (2) weeks of the semester.~~
- ~~3. If the teacher begins leave for the same reasons as outlined in~~

~~#2 above, within the last three (3) weeks of the semester and the leave is greater than five (5) working days, the School Board may require the teacher to take leave until the end of the semester.~~

~~In any case in which the necessity of leave is for the birth of the employee's child and subsequent care; or for the placement of a child with the employee for adoption or foster care, and said necessity of leave is foreseeable based on the expected birth or placement, the employee is required to provide the School Board with at least thirty (30) days' notice, before the date the leave is to begin. If the date of birth or placement requires the leave to begin in less than thirty (30) days, notice shall be given as soon as possible.~~

~~In any case in which the necessity of leave is in order to care for the spouse, child or parent of the employee who has a serious health condition; or when the serious health condition of the employee renders the employee unable to work, and the need to take such leave is foreseeable based on planned medical treatment, the employee is required to make a reasonable effort to schedule the treatment so as not to disrupt school operations.~~

~~The School Board may require an employee to provide medical certification to support the request for family and medical leave. Such certification shall be provided in a timely manner.~~

~~The employee shall be permitted to substitute any accumulated sick leave and/or annual leave for any family and medical leave time requested. The School Board may require an employee to first use any accumulated sick, personal and/or annual leave time for any part of the twelve (12) week period. If paid leave is used by an employee, the School Board shall provide only enough unpaid family and medical leave time to total the allowed 12-week period.~~

~~Any employee taking family and medical leave shall have the right to return to his/her previous position or an equivalent position with equivalent pay, benefits, and other terms and conditions of employment. An employee returning to service at the end of his/her leave period for personal medical reasons shall be required to present to the School Board a letter from his/her doctor certifying that the employee is able to return to work.~~

The Family and Medical Leave Act (FMLA) provides eligible employees the opportunity to take unpaid, job-protected leave for specified family and medical reasons.

ELIGIBILITY

Only eligible employees are entitled to take FMLA leave. To be eligible for FMLA benefits, an employee shall have been employed by the School Board for at least twelve (12) months and have worked at least 1250 hours during the 12-month period immediately preceding the date of the leave to be taken.

LEAVE ENTITLEMENT

Eligible employees may take up to twelve (12) workweeks of unpaid leave in a 12-month period for one or more of the following reasons:

1. **For the birth of the employee's son or daughter or for the placement with the employee of a son or daughter for adoption or**

foster care, and to care for the newborn or newly placed child;

- A. Leave shall be taken within the twelve (12) months immediately following the birth or placement;
 - B. In cases where both a husband and wife are employed by the School Board and both are eligible for FMLA leave, the husband and wife shall be limited to a combined total of twelve (12) weeks of FMLA leave for the birth or placement and subsequent care;
2. To care for the employee's spouse, son, daughter, or parent with a serious health condition;
 3. Because of a serious health condition that makes the employee unable to perform one or more of the essential functions of his or her job; and
 4. Because of any "qualifying exigency" arising out of the fact that the employee's spouse, son, daughter, or parent is a military member on covered active duty status (or has been notified of an impending call or order to covered active duty).

MILITARY CAREGIVER LEAVE

Eligible employees who are the spouse, child, parent, or next of kin of a covered service member are also entitled to up to fourteen (14) workweeks of additional unpaid leave during a single 12-month period (for a total of twenty-six (26) weeks if combined with other FMLA leave) to care for a covered service member who is undergoing medical treatment, recuperation or therapy, is in outpatient status, or is on the temporary disability retired list, for a qualifying serious injury or illness. In cases where both a husband and wife are employed by the Terrebonne Parish School Board and both are eligible for FMLA leave, the husband and wife shall be limited to a combined total of twenty-six (26) weeks of FMLA military caregiver leave.

IDENTIFYING THE 12-MONTH PERIOD

The 12-month period within which the employee may take his/her FMLA leave begins and is measured forward from the first date the employee takes FMLA leave. The next 12-month period would not begin until the next time FMLA leave is taken after completion of the prior 12-month period.

INTERMITTENT LEAVE OR REDUCED LEAVE SCHEDULE

Generally, the time taken for FMLA leave shall be on a continuous basis. Under some circumstances, however, employees may take FMLA leave on an intermittent or reduced basis. In such instances, the 12-month period begins on the first day leave is taken.

Employees may be permitted to take FMLA leave on an intermittent or reduced basis to care for a covered family member with a serious health condition or for the employee's own serious health condition when medically necessary. An employee may take intermittent leave for the birth or placement of a child only with School Board approval.

In any case in which an instructional employee requests intermittent FMLA leave that is foreseeable based on planned medical treatment and the

employee would be on leave for more than twenty percent (20%) of the total number of working days in the period during which the leave would extend, the employee may be required to take leave for periods not to exceed the particular duration of the planned medical treatment or to temporarily transfer to an alternative position for which the employee is qualified and which would be less disruptive to the classroom.

ADVANCE NOTICE

Employees shall comply with the School Board's policies and pertinent administrative procedures for all leave requests and provide enough information for the School Board to reasonably determine whether the FMLA may apply to the leave request. In any case in which the need for leave is foreseeable, the employee shall provide the School Board with at least thirty (30) days' notice before the date the leave is to begin. When the need for leave is foreseeable less than thirty (30) days in advance or is unforeseeable, employees shall provide notice as soon as possible.

When the need for leave is for the birth or placement of the employee's child and/or subsequent care and said need for leave is foreseeable based on the expected birth or placement, the employee shall provide the School Board with at least thirty (30) days' notice before the date the leave is to begin. If the date of birth or placement requires the leave to begin in less than thirty (30) days, then notice shall be provided as soon as possible.

In any case in which FMLA leave is requested for planned medical treatment, the employee shall consult with the School Board and make a reasonable effort to schedule treatment so as not to unduly disrupt school operations.

SUBSTITUTION OF PAID LEAVE

The employee shall be permitted to substitute any accumulated sick leave and/or annual leave for any family and medical leave time requested. The School Board may require an employee to first use any accumulated sick, personal and/or annual leave time for any part of the twelve (12) week period. If paid leave is used by an employee, the School Board shall provide only enough unpaid family and medical leave time to total the allowed 12-week period.

CERTIFICATION

The School Board may require an employee to submit medical certification from a health care provider to support requests for FMLA leave to care for a covered family member with a *serious health condition* or for the employee's own *serious health condition*. The employee is responsible for providing a complete and sufficient medical certification within fifteen (15) calendar days of the School Board's request for same. Information on the certification shall include, but not be limited to, the following:

1. Contact and practice/specialization information of the health care provider;
2. The approximate date on which the *serious health condition* commenced and its probable duration;
3. A statement or description of appropriate medical facts regarding the *patient's health condition* sufficient to support the need for FMLA leave;

4. For purposes of leave for the employee's own serious health condition, information sufficient to establish that the employee cannot perform the essential functions of the employee's job as well as the nature of any other work restrictions, and the likely duration of such inability;
5. For purposes of leave to care for a covered family member's serious health condition, information sufficient to establish that the family member is in need of care, that the employee is needed to care for the family member, and an estimate of the frequency and duration of the leave required to care for the family member;
6. For purposes of leave on an intermittent or reduced schedule basis for planned medical treatment of the employee's or a covered family member's serious health condition, information sufficient to establish the medical necessity for such intermittent or reduced schedule leave and an estimate of the dates and duration of such treatments and any periods of recovery;
7. For purposes of leave on an intermittent or reduced schedule basis for the employee's serious health condition, including pregnancy, that may result in unforeseeable episodes of incapacity, information sufficient to establish the medical necessity for such intermittent or reduced schedule leave and an estimate of the frequency and duration of the episodes of incapacity; and
8. For purposes of leave on an intermittent or reduced schedule basis to care for a covered family member with a serious health condition, a statement that such leave is medically necessary to care for the family member, and an estimate of the frequency and duration of the required leave.

Consistent with School Board policies, employees on FMLA leave due to a serious health condition may be expected to keep their supervisors notified of their progress and anticipated date of return. Employees shall be required to submit a recertification from their physician on the required form once every thirty (30) days, except under certain circumstances set forth in the FMLA.

The School Board may also require that an employee's request for "qualifying exigency" leave or that leave requested to care for a covered service member be supported by appropriate certification.

FITNESS FOR DUTY AND RETURN TO WORK

An employee returning from FMLA leave due to a serious health condition shall be required to provide to the School Board certification from his/her health care provider that he/she is able to resume work and perform the essential functions of his/her job.

An employee returning from FMLA leave shall have the right to be restored to his/her previous position or to an equivalent position with equivalent pay, benefits, and other terms and conditions of employment, except that the School Board may not be obligated to restore certain "highly compensated" or "key" employees to their former positions under the conditions set out in the FMLA.

DEFINITIONS

Serious health condition means an illness, injury, impairment, or physical or mental condition that involves:

- **any period of incapacity or treatment connected with inpatient care (i.e., an overnight stay) in a hospital, hospice, or residential medical care facility; or**
- **a period of incapacity requiring absence of more than three (3) calendar days from work, school, or other regular daily activities that also involves continuing treatment by (or under the supervision of) a health care provider; or**
- **any period of incapacity due to pregnancy, or for prenatal care; or**
- **any period of incapacity (or treatment therefore) due to a chronic serious health condition (e.g., asthma, diabetes, epilepsy, etc.); or**
- **a period of incapacity that is permanent or long term due to a condition for which treatment may not be effective (e.g., Alzheimer's, stroke, terminal diseases, etc.); or,**
- **any absences to receive multiple treatments (including any period of recovery therefrom) by, or on referral by, a health care provider for a condition that likely would result in incapacity of more than three (3) consecutive days if left untreated (e.g., chemotherapy, physical therapy, dialysis, etc.).**

Revised: August 2018

Ref: 29 USCA 2601 et seq. (*The Family and Medical Leave Act of 1993*); 29 CFR 825 et seq. (*The Family and Medical Leave Act of 1993*–Federal Regulations); **Board Minutes, 9-4-18.**

Mrs. Mary Aucoin, Supervisor of Special Education, presented recent legislative changes relative to the deletion of policy File: G-3.9 Supplemental Educational Services (attached *Policy Alert*).

RECOMMENDATION NO. 2

The Committee recommends that the Board approve the deletion of policy File: G-3.9 Supplemental Educational Services:

~~FILE: G-3.9~~
~~Cf: H-2.4a~~

~~SUPPLEMENTAL EDUCATIONAL SERVICES~~

~~The Terrebonne Parish School Board may offer parents of eligible children in schools identified in school improvement, opportunities for higher academic achievement through supplemental educational services (SES).~~

~~Supplemental educational services (SES) are additional academic instruction in reading, language arts/English, and/or mathematics that are designed to increase the academic achievement of students in schools in need of improvement. These services may include academic assistance such as tutoring, remediation and other educational interventions that are consistent with the content and instruction used by the Terrebonne Parish School Board, and which are aligned with the State of Louisiana's academic content standards. In keeping with provisions of the No Child Left Behind Act~~

~~of 2001(NCLB), all supplemental educational services shall be provided outside of the regular school day, before or after school, on weekends, or in the summer, and shall be of high quality, research-based, and specifically designed to increase student academic achievement.~~

~~School Boards with schools rated as Academically Unacceptable may offer supplemental educational services as part of their school improvement efforts. If utilized, the School Board shall notify parents about SES, and explain the process and the scope of services. If SES is to be utilized in a school rated F, the SES provider shall be selected by the School Board from a state-approved list of providers published by the Louisiana Department of Education.~~

~~Supplemental educational services shall be offered until the school in question is no longer identified for school improvement according to the requirements of NCLB.~~

~~New policy: October 2008~~

~~Revised: December 2015~~

~~Ref: 20 USC 6316 (No Child Left Behind Act of 2001, Section 1116); Board minutes, 10-21-08, 12-15-15.~~

Mr. Alton Johnson, Supervisor of Child Welfare and Attendance, presented new policy File: H-3.6h Behavioral Health Services for Students as it relates to recent legislative changes (attached *Policy Alert*).

RECOMMENDATION NO. 3

The Committee recommends that the Board approve, as presented, new policy File: H-3.6h Behavioral Health Services for Students:

NEW POLICY

FILE: H-3.6h

Cf: G-2.4c, H-3.6, H-12

BEHAVIORAL HEALTH SERVICES FOR STUDENTS

The Terrebonne School Board recognizes the connection between a student's social, emotional, and mental well-being and the student's academic success. The School Board desires to assist students in developing the social and emotional skills needed for participation in the educational environment and society at large. In addition to any support services provided by the School Board, the School Board shall allow behavioral health providers to provide behavioral health services to a student at school during school hours if the student's parent or legal guardian provides a written request for such behavioral health provider and services to the Superintendent or Superintendent's designee, and all other requirements of La. Rev. Stat. Ann. §§17:173 and 17:3996(B)(45), this policy, and any administrative procedures are met.

A behavioral health provider who provides services according to this policy shall:

- 1. Maintain general liability insurance coverage in an amount not less than \$1,000,000.00 per occurrence and \$1,000,000.00 per aggregate, and provide a certificate of insurance naming the public school as the certificate holder.**
- 2. Complete a criminal background check conducted by the Louisiana**

State Police and shall pay all related costs.

Behavioral health services shall be permitted during school hours if the student's parent or legal guardian presents a behavioral health evaluation performed by an evaluator chosen by the parent or legal guardian and the evaluation indicates that the services are necessary during school hours to assist the student with behavioral health impairments that the evaluator determines are interfering with the student's ability to thrive in the educational setting. A behavioral health evaluation presented by the parent or legal guardian of a student shall not be construed as an independent educational evaluation for purposes of determining if a student meets the criteria established for eligibility for special education and related services.

In addition, the parent or legal guardian of a student receiving services from a behavioral service provider shall be required to execute a consent to release information form between the provider and the School Board.

Behavioral health services may be provided during instructional time in English, reading, mathematics, and science if the School Board and the behavioral health provider mutually agree that it is in the best interest of the student.

The School Board shall not enter into a contract or an exclusive agreement with a behavioral health provider that prohibits the parent or legal guardian from choosing the behavioral health provider for the student. However, the provisions of this paragraph shall not impair any existing contract on the effective date of this policy, or the renewal thereof.

The cost of all behavioral health services provided to a student shall be the sole responsibility of the parent or legal guardian, individually or through an applicable health insurance policy, Medicaid, or other third-party payer, other than the School Board, that has made funds available for the payment for the services provided.

While on a school campus, a behavioral service provider shall comply with, and abide by, the terms of any Individualized Education Plan, Individualized Accommodation Plan, Section 504 Plan, Behavior Management Plan, or Individualized Health Plan applicable to a student who is a patient of the provider. The services furnished by a provider shall be incorporated into a written treatment plan applicable to a student.

The School Board shall establish reporting requirements for a behavioral health provider related to the student's progress and student and school safety concerns as related to the student's educational program.

The Superintendent shall approve administrative procedures to provide for student safety and effective implementation of this policy.

The School Board may establish sanctions, including termination of a provider's authorization to provide services on any school campus, against a behavioral health provider for failure to comply with the provisions of this policy and associated procedures and/or any other School Board policy and procedures.

DEFINITIONS

Behavioral health provider shall mean a provider who is licensed by the Louisiana Department of Health or a health profession licensing board and is in good standing to provide behavioral health services in Louisiana including

but not limited to a psychiatrist, psychologist, medical psychologist, licensed specialist in school psychology, marriage and family therapist, professional counselor, clinical social worker, or a behavioral health provider organization licensed to provide behavioral health services in Louisiana.

Behavioral health services shall include but not be limited to individual psychotherapy, family psychotherapy, psychotropic medication management, community psychiatric support and treatment, and crisis intervention.

Evaluator shall mean a licensed psychiatrist, psychologist, medical psychologist, licensed specialist in school psychology, professional counselor, marriage and family therapist, or clinical social worker who is certified by the respective board of examiners in Louisiana to provide necessary evaluations and who is not an employee of the School Board or the Louisiana Department of Education.

Behavioral health evaluation shall include but not be limited to the following criteria:

- Diagnosis
- Type of intervention
- Length of intervention
- Identification of a student's goals
- Identification of impact of student behavior on a student's educational program.

The authority of a student's Individualized Education Program Team or Section 504 Committee to determine appropriate services for a student pursuant to applicable federal and state law shall not be superseded by any provisions of this policy.

New policy: August 2018

Ref: 20 USC Section 1232 (g-i) (Family Educational Rights and Privacy Act); La. Rev. Stat. Ann. §§17:7, 17:73; Board Minutes, 9-4-18.

Ms. Kim Vauclin, Supervisor of Child Welfare and Attendance, presented revisions in the 2018-2019 Code of Student Conduct.

Dr. Yarbrough presented the 2018-2019 Professional Personnel Accountability Handbook and stated there are no revisions this year.

Mrs. Peggy Marcel, Supervisor of Federal Programs, presented information on the 2018-2019 Unified Application.

Mrs. Marcel introduced Mr. John Solet, Camp Director, who presented information on the Native Youth Community Project's (NYCP) 2018 Summer Camp. Thirty-five (35) students enjoyed five (5) days of educational, STEM-related, and cultural activities.

There being no further business to come before the **Education, Technology, and Policy Committee**, the meeting adjourned at 5:20 P.M.

Respectfully submitted,

Vicki Bonvillain, Chairwoman

Richard Jackson, Vice Chairman

Brenda Leroux Babin, Ph.D.

ABO/jb

Motion of Mr. Duplantis, seconded by Mr. DeHart, unanimously carried, the Board approved, as presented and outlined in the foregoing report, revised Policy FILE: F-11.4a Family and Medical Leave.

Motion of Mr. Thomas, seconded by Mr. Bordelon, unanimously carried, the Board approved, as presented and outlined in the foregoing report, the deletion of Policy FILE: G-3.9 Supplemental Educational Services.

Motion of Mr. DeHart, seconded by Mr. Duplantis, unanimously carried, the Board approved, as presented, the following new Policy FILE: H-3.6h Behavioral Health Services for Students:

NEW POLICY

**FILE: H-3.6h
Cf: G-2.4c, H-3.6, H-12**

BEHAVIORAL HEALTH SERVICES FOR STUDENTS

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A behavioral health provider who provides services according to this policy shall:

- 1. Maintain general liability insurance coverage in an amount not less than \$1,000,000.00 per occurrence and \$1,000,000.00 per aggregate, and provide a certificate of insurance naming the public school as the certificate holder.**
- 2. Complete a criminal background check conducted by the Louisiana State Police and shall pay all related costs.**

Behavioral health services shall be permitted during school hours if the student's parent or legal guardian presents a behavioral health evaluation performed by an evaluator chosen by the parent or legal guardian and the evaluation indicates that the services are necessary during school hours to assist the student with behavioral health impairments that the evaluator determines are interfering with the student's ability to thrive in the educational setting. A behavioral health evaluation presented by the parent or legal guardian of a student shall not be construed as an independent educational evaluation for purposes of determining if a student meets the criteria established for eligibility for special education and related services.

In addition, the parent or legal guardian of a student receiving services from a behavioral service provider shall be required to execute a consent to release information form between the provider and the School Board.

Behavioral health services may be provided during instructional time in English, reading, mathematics, and science if the School Board and the behavioral health provider mutually agree that it is in the best interest of the student.

The School Board shall not enter into a contract or an exclusive agreement with a behavioral health provider that prohibits the parent or legal guardian from choosing the behavioral health provider for the student. However, the provisions of this paragraph shall not impair any existing contract on the effective date of this policy, or the renewal thereof.

The cost of all behavioral health services provided to a student shall be the sole responsibility of the parent or legal guardian, individually or through an applicable health insurance policy, Medicaid, or other third-party payer, other than the School Board, that has made funds available for the payment for the services provided.

While on a school campus, a behavioral service provider shall comply with, and abide by, the terms of any Individualized Education Plan, Individualized Accommodation Plan, Section 504 Plan, Behavior Management Plan, or Individualized Health Plan applicable to a student who is a patient of the provider. The services furnished by a provider shall be incorporated into a written treatment plan applicable to a student.

The School Board shall establish reporting requirements for a behavioral health provider related to the student's progress and student and school safety concerns as related to the student's educational program.

The Superintendent shall approve administrative procedures to provide for student safety and effective implementation of this policy.

The School Board may establish sanctions, including termination of a provider's authorization to provide services on any school campus, against a behavioral health provider for failure to comply with the provisions of this policy and associated procedures and/or any other School Board policy and procedures.

DEFINITIONS

Behavioral health provider shall mean a provider who is licensed by the Louisiana Department of Health or a health profession licensing board and is in good standing to provide behavioral health services in Louisiana including but not limited to a psychiatrist, psychologist, medical psychologist, licensed specialist in school psychology, marriage and family therapist, professional counselor, clinical social worker, or a behavioral health provider organization licensed to provide behavioral health services in Louisiana.

Behavioral health services shall include but not be limited to individual psychotherapy, family psychotherapy, psychotropic medication management, community psychiatric support and treatment, and crisis intervention.

Evaluator shall mean a licensed psychiatrist, psychologist, medical psychologist, licensed specialist in school psychology, professional counselor, marriage and family therapist, or clinical social worker who is

certified by the respective board of examiners in Louisiana to provide necessary evaluations and who is not an employee of the School Board or the Louisiana Department of Education.

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- Diagnosis
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- Identification of impact of student behavior on a student's educational program.

The authority of a student's Individualized Education Program Team or Section 504 Committee to determine appropriate services for a student pursuant to applicable federal and state law shall not be superseded by any provisions of this policy.

New policy: August 2018

Ref: 20 USC Section 1232 (g-i) (Family Educational Rights and Privacy Act); La. Rev. Stat. Ann. §§17:7, 17:73; Board Minutes, 9-4-18.

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

The Executive Committee report was presented to the Board.

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

Dear Members of the Board:

The **Executive Committee** met at 5:30 P.M. on Tuesday, August 21, 2018, in the Board Room of the School Board Office with the following members present: Mr. Roger Dale DeHart, president, Ms. Vicki Bonvillain, vice president, and Mr. L. P. Bordelon, III. Also in attendance were Mr. Donald Duplantis, Mr. Richard Jackson, Superintendent Philip Martin, 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 at 5:37 P.M.

Respectfully submitted,

Roger Dale DeHart, President

Vicki Bonvillain, Vice President

L. P. Bordelon, III

BB/bp

The Executive Committee report was concluded.

Motion of Ms. Bonvillain, seconded by Mr. Duplantis, unanimously carried, the Board approved a family and medical leave in accordance with Policy (FILE: F-11.4a) for Renee Pellegrin, pre-kindergarten paraprofessional at Grand Caillou Elementary School, beginning October 30, 2018, through December 21, 2018 (medical).

Motion of Ms. Bonvillain, seconded by Mr. Thomas, unanimously carried, the Board voted to go into executive session, at this time (6:28 P.M.), to discuss the parent appeal for readmission of Student #141247.

Motion of Mr. Thomas, seconded by Mr. Duplantis, unanimously carried, the Board reconvened in regular session (6:45 P.M.) with all members present, with the exception of Mr. Jackson and Mrs. Benoit who were absent.

Mr. Duplantis moved, seconded by Mr. Bordelon, that the Board allow Student #141247 to return to school at the second semester in January 2019, subject to signing a contract.

A roll call vote having been called for on the motion, the vote thereon was as follows:

YEAS: Mr. Thomas, Mr. Harding, Mr. Bordelon, Mr. DeHart, Mr. Duplantis, and Ms. Bonvillain

NAYS: Dr. Babin

ABSENT: Mr. Jackson and Mrs. Benoit

President DeHart declared the foregoing motion carried.

Motion of Mr. Thomas, seconded by Mr. Duplantis, unanimously carried, the Board voted to go into executive session, at this time (6:50 P.M.), to discuss the parent appeal for readmission of Student #142100.

Motion of Mr. Thomas, seconded by Mr. Duplantis, unanimously carried, the Board reconvened in regular session (7:10 P.M.) with all members present, with the exception of Mr. Jackson and Mrs. Benoit who were absent.

Mr. Duplantis moved, seconded by Mr. Bordelon, that the Board allow Student #142100 to return to school at the second semester in January 2019, subject to signing a contract.

A roll call vote having been called for on the motion, the vote thereon was as follows:

YEAS: Mr. Harding, Mr. Bordelon, Mr. DeHart, Mr. Duplantis, and Ms. Bonvillain

NAYS: Mr. Thomas and Dr. Babin

ABSENT: Mr. Jackson and Mrs. Benoit

President DeHart declared the foregoing motion carried.

At this time, Superintendent Martin gave a brief update on the opening of the 2018-2019 school session.

Motion of Mr. Duplantis, seconded by Mr. Bordelon, unanimously carried, the Board voted to adjourn its meeting **(7:15 P.M.)**.

/s/ Philip Martin, Secretary

/s/ Roger Dale DeHart, President

RLB