

TERREBONNE

Parish School District

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

Engage, Educate, and Empower Every Student, Every Day

Notice Posted: _____
(Date) (Time)

NOTICE OF PUBLIC MEETING

A Public Meeting will be held as follows:

DATE: May 1, 2018

TIME: 6:00 P.M.

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

AGENDA

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes of School Board Meeting of April 24, 2018

RECOMMENDATION: That the Board approve the minutes of School Board Meeting of April 24, 2018, as recorded.

OLD BUSINESS

- a) None

NEW BUSINESS

- a) Set Forth Millage Rate(s) for 2018

- **READ RESOLUTION IN FULL**

RECOMMENDATION: That the Board adopt the following resolution setting forth the millage rate(s) for the Regular School Tax (Constitutional) and the Special School Tax (Maintenance) of the entire school system, all effective for 2018:

RESOLUTION NO. _____

BE IT RESOLVED, that the following millage(s) are hereby levied on the 2018 tax roll on all property subject to taxation by Terrebonne Parish School Board:

	<u>MILLAGE</u>
<u>Regular School Tax – (Constitutional)</u>	<u>3.860 mills</u>
<u>Special School Tax – (Maintenance)</u>	<u>5.410 mills</u>

BE IT FURTHER RESOLVED, that the proper administrative officials of the Parish of Terrebonne, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2018, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

YEAS:

NAYS:

ABSTAINED:

ABSENT:

6. Awards, Commendations, Recognitions, and Announcements

- A. 8th Grade Students Representing Terrebonne Parish in the 2017-2018 Students of the Year Program Invited to Tonight's Meeting for Introduction and to receive a Certificate are:

Evergreen Junior High School	Emily Baudoin
Grand Caillou Middle School	Kayden Gregoire
Houma Junior High School	Justin Dufresne
Lacache Middle School	Katelyn Charpentier
Montegut Middle School	Marley Dardar
Oaklawn Junior High School	Tim Pham

- B. Terrebonne Parish (2017-2018) 8th Grade Student of the Year – Justin Dufresne, Houma Junior High School

- C. 12th Grade Students Representing Terrebonne Parish in the 2017-2018 Students of the Year Program Invited to Tonight's Meeting for Introduction and to receive a Certificate are:

H. L. Bourgeois High School	Stratton Mills
Ellender Memorial High School	Lauren Louviere
South Terrebonne High School	Adeline Martin
Terrebonne High School	Jennifer Barrios

- D. Terrebonne Parish (2017-2018) 12th Grade Student of the Year – Adeline Martin, South Terrebonne High School

Announcements:

5/2

7:00 Native American Indian Student Graduation Recognition
(Houma Municipal Auditorium)

5/7-11 Teacher Appreciation Week

5/9

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

5/10

5:00 ERC

5/14

5:00 Buildings, Food Service, & Transportation Committee

5/14-18 Educational Bosses Week

5/15

5:30 Executive Committee

6:00 Regular School Board Meeting

5/17

7:00 Ellender Memorial High School Graduation (Houma-
Terrebonne Civic Center)

5/21

5:00 Finance, Insurance, & Section 16 Lands Committee

7:00 H. L. Bourgeois High School Graduation (Houma-
Terrebonne Civic Center)

5/22

7:00 South Terrebonne High School Graduation (Houma-
Terrebonne Civic Center)

5/23 Last Day of School for Students

7:00 Terrebonne High School Graduation (Houma-Terrebonne Civic Center)

5/25 Last Day of School for Teachers/Records Day

5/28

5:00 Education, Technology, & Policy Committee

6/5

6:00 Regular School Board Meeting

7. Board Committee Meeting Reports

A. Finance, Insurance, and Section 16 Lands Committee (See Attached Committee Report of April 16, 2018, Meeting)

B. Education, Technology, and Policy Committee (See Attached Committee Report of April 23, 2018, Meeting)

C. Executive Committee (See Attached Committee Report of April 24, 2018, Meeting)

8. Superintendent's Agenda

A. Agenda Items

(1) Personnel Section

(a) Leave of Absence

1) Family and Medical Leave

RECOMMENDATION: That the Board approve a family and medical leave in accordance with Policy (FILE: F-11.4a) for Ashley Jefferson, counselor at Grand Caillou Middle School, beginning May 8, 2018,

through May 25, 2018 (family).

(2) Parent Appeals for Student Readmission (Executive Session)

- (a) Readmission of Student #139051
- (b) Readmission of Student #6369998
- (c) Readmission of Student #6009833

9. Adjournment

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

Roger Dale DeHart, President
Terrebonne Parish School Board
201 Stadium Drive/P. O. Box 5097
Houma, Louisiana 70361
985-876-7400

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Philip Martin, Superintendent, Terrebonne Parish School Board, at 985-876-7400, Ext. 233, describing the assistance that is necessary.

RLB

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

May 1, 2018

Dear Members of the Board:

The FINANCE, INSURANCE, AND SECTION 16 LANDS COMMITTEE met at 5:00 P.M. on Monday, April 16, 2018, in the Board Room of the School Board Office with the following members present: Mr. Donald Duplantis, chairman, and Mr. Roosevelt Thomas, vice chairman. Mrs. Debi Benoit was absent. Also in attendance were Mr. Roger Dale DeHart, Board 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.

Mr. Curtis Constrantiche, Purchasing Agent, addressed the Committee regarding the bid results for Ink and Toner Cartridges.

RECOMMENDATION NO. 1

The Committee recommends that the Board accept the lowest bid received, meeting all specifications, for Ink and Toner Cartridges from Rasix Computer Center, Inc., dba Academic Supplier, 3519 Main Street, Suite 401, Chula Vista, CA 91911, for a 12-month period beginning May 1, 2018, with the option to renew for two (2) additional one (1) year periods under the same terms and conditions, upon mutual agreement between the Terrebonne Parish School Board and Rasix Computer Center, Inc.

Agenda item #3 - Matter bearing upon White Duplicator Paper and Colored and White Cardstock, was pulled from the agenda.

Mrs. Rebecca Breaux, Chief Financial Officer, addressed the Committee

regarding the 2018 Millages.

RECOMMENDATION NO. 2

The Committee recommends that the Board adopt the following resolution setting forth the millage rate(s) for the Regular School Tax (Constitutional) and the Special School Tax (Maintenance) of the entire school system, all effective for 2018.

RESOLUTION

BE IT RESOLVED, that the following millage(s) are hereby levied on the 2018 tax roll on all property subject to taxation by Terrebonne Parish School Board:

	<u>MILLAGE</u>
Regular School Tax (Constitutional)	3.860 mills
Special School Tax (Maintenance)	5.410 mills

BE IT FURTHER RESOLVED that the proper administrative officials of the Parish of Terrebonne, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2018, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

Mrs. Breaux presented the 2017/2018 revised budget for the General Operating Fund.

RECOMMENDATION NO. 3

The Committee recommends that the Board adopt the following 2017/2018 revised budget for the General Operating Fund:

General Operating Fund
Revised Budget
2017/2018 Fiscal Year

REVENUES

Local Revenues	\$17,833,506
State Revenues	<u>92,444,408</u>
TOTAL REVENUES	110,277,914

EXPENDITURES

Instructional	76,399,452
Instructional Support Services	48,521,960
Operation of Non-Instructional Services	<u>1,044,798</u>
TOTAL EXPENDITURES	125,966,210

OTHER FINANCING SOURCES (USES) OF FUNDS

Other Sources of Funds	17,034,839
Other Uses of Funds	<u>(2,346,964)</u>
TOTAL OTHER SOURCES (USES) OF FUNDS	14,687,875

Net Change in Fund Balance (1,000,421)

FUND BALANCE

Beginning Fund Balance	13,394,611
Ending Fund Balance	
Committed, Artificial Turf	200,000
Unassigned	<u>12,194,190</u>
TOTAL ENDING FUND BALANCE	<u>\$12,394,190</u>

Mrs. Breaux presented the 2017/2018 revised budget for the Child Nutrition Program.

RECOMMENDATION NO. 4

The Committee recommends that the Board adopt the following

2017/2018 revised budget for the Child Nutrition Program:

**Child Nutrition Program
Revised Budget
2017/2018 Fiscal Year**

REVENUES

Local Sources	\$714,280
State Sources	145,314
Federal Sources	<u>9,174,944</u>
TOTAL REVENUES	10,034,538

EXPENDITURES

Salaries	2,641,406
Employee Benefits	2,279,030
Purchased Services	682,092
Supplies	4,414,194
Property	<u>606,197</u>
TOTAL EXPENDITURES	10,622,919

OTHER FINANCING SOURCES (USES) OF FUNDS

Other Sources of Funds	<u>383,705</u>
TOTAL OTHER SOURCES (USES) OF FUNDS	383,705

Net Change in Fund Balance (204,676)

FUND BALANCE

Beginning Fund Balance	1,952,875
Ending Fund Balance	
Non-spendable	509,817
Assigned	<u>1,238,382</u>
TOTAL ENDING FUND BALANCE	<u>\$1,748,199</u>

Mrs. Breaux presented the 2017/2018 revised budget for the One Cent Sales Tax Fund.

RECOMMENDATION NO. 5

The Committee recommends that the Board adopt the following 2017/2018 revised budget for the One Cent Sales Tax Fund:

One Cent Sales Tax Fund (1996) Revised Budget 2017/2018 Fiscal Year

REVENUES

Local Sales Tax	\$21,626,244
Interest	45,000
Refund of Prior Year E-Rate	<u>244,197</u>
TOTAL REVENUES	21,915,441

EXPENDITURES

Compensation & Benefits	15,331,716
Technology	1,453,653
Capital & Building Improvements	862,935
Debt Service	<u>876,255</u>
TOTAL EXPENDITURES	18,524,559

OTHER FINANCING SOURCES (USES) OF FUNDS

Other Uses of Funds	<u>(3,655,717)</u>
TOTAL OTHER SOURCES (USES) OF FUNDS	(3,655,717)

Net Change in Fund Balance (264,835)

FUND BALANCE

Beginning Fund Balance	6,668,983
Ending Fund Balance	
Restricted, Salaries & Benefits	5,615,922
Restricted, Technology/Construction	<u>788,226</u>
TOTAL ENDING FUND BALANCE	<u>\$6,404,148</u>

Mrs. Breaux presented the 2017/2018 revised budget for the 1/2 Cent Sales Tax Fund.

RECOMMENDATION NO. 6

The Committee recommends that the Board adopt the following 2017/2018 revised budget for the 1/2 Cent Sales Tax Fund:

1/2 Cent Sales Tax Fund (2014)
Revised Budget
2017/2018 Fiscal Year

REVENUES

Local Sales Tax	\$10,360,035
Interest	<u>25,000</u>
TOTAL REVENUES	10,385,035

EXPENDITURES

Salaries	7,104,421
Employee Benefits	2,065,408
Purchased Services	<u>73,000</u>
TOTAL EXPENDITURES	9,242,829

OTHER FINANCING SOURCES (USES) OF FUNDS

Other Uses of Funds	<u>(1,000,000)</u>
TOTAL OTHER SOURCES (USES) OF FUNDS	(1,000,000)

Net Change in Fund Balance 142,206

FUND BALANCE

Beginning Fund Balance	3,151,958
Ending Fund Balance	
Restricted, Salaries & Benefits	<u>\$3,294,164</u>

Mrs. Breaux presented the 2017/2018 revised budget for the 3/4 Cent Sales Tax Fund.

RECOMMENDATION NO. 7

The Committee recommends that the Board adopt the following 2017/2018 revised budget for the 3/4 Cent Sales Tax Fund:

**3/4 Cent Sales Tax Fund (1976)
Revised Budget
2017/2018 Fiscal Year**

REVENUES

Local Sales Tax	\$15,644,755
Interest	<u>38,000</u>
TOTAL REVENUES	15,682,755

EXPENDITURES

Purchased Services	1,165,855
Materials & Supplies	2,856,669
Debt Service & Miscellaneous	<u>15,500</u>
TOTAL EXPENDITURES	4,038,024

OTHER FINANCING SOURCES (USES) OF FUNDS

Other Sources of Funds	88,500
Other Uses of Funds	<u>(13,432,881)</u>
TOTAL OTHER SOURCES (USES) OF FUNDS	(13,344,381)

Net Change in Fund Balance (1,699,650)

FUND BALANCE

Beginning Fund Balance	2,299,123
Ending Fund Balance	
Restricted, Instructional Programs	392,678
Committed, Band Uniforms	<u>206,795</u>
TOTAL ENDING FUND BALANCE	<u>\$599,473</u>

Mrs. Breaux presented the 2017/2018 revised budgets for the Special

Revenue Funds.

RECOMMENDATION NO. 8

The Committee recommends that the Board adopt the following 2017/2018 revised budgets for the Special Revenue Funds:

**Special Revenue Funds
Revised Budgets
2017/2018 Fiscal Year**

<u>FUND NUMBER</u>	<u>FEDERAL FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>REVISED BUDGET</u>
220	ESSA-TITLE I	\$7,067,295	287,438	\$7,354,733
230	MIGRANT	\$244,265	19,703	\$263,968
240	US DEPARTMENT OF HEALTH AND HUMAN SERVICES BLOCK GRANT Early Childhood Program-TANF Federal - Jobs for America's Graduates – PETS	\$2,064,054	10,386	\$2,074,440
	TOTAL	<u>73,820</u> \$2,137,874	<u>0</u> 10,386	<u>73,820</u> \$2,148,260
310	ESSA – TITLE III Current Year Immigrant Set Aside Immigrant Youth	\$91,437 2,689 <u>4,119</u>	9,396 0 <u>0</u>	\$100,833 2,689 <u>4,119</u>
	TOTAL	\$98,245	9,396	\$107,641
320	ESSA TITLE IV-A SSAE	\$140,105	2,923	\$143,028
370	ESSA TITLE II-PART A Eisenhower Act MSP – Prior Year	\$1,137,831 <u>4,725</u>	162,414 <u>0</u>	\$1,300,245 <u>4,725</u>
	TOTAL	\$1,142,556	162,414	\$1,304,970

560	ESSA TITLE IX-A HOMELESS	\$126,172	8,850	\$135,022
590	FEDERAL VOCATIONAL ED.	\$194,535	39,636	\$234,171
750	IDEA SPECIAL ED IDEA Part B	\$4,754,485	444,479	\$5,198,964
	JAG AIM High	60,000	0	60,000
	St. James PBIS	2,800	0	2,800
	High Cost Services	<u>0</u>	<u>340,207</u>	<u>340,207</u>
	TOTAL	\$4,817,285	784,686	\$5,601,971
760	IDEA SPECIAL ED Preschool	\$154,440	12,973	\$167,413
	Early Childhood IDEA 619	<u>6,978</u>	<u>0</u>	<u>6,978</u>
	TOTAL	\$161,418	12,973	\$174,391

<u>FUND NUMBER</u>	<u>STATE FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>REVISED BUDGET</u>
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142	MFP LEVEL 4 FUNDING REVENUE Supplemental Course Allocation MFP	\$189,202	236,601	\$425,803
	Career Development Funds – Prior Year	237,286	(3,332)	233,954
	Career Development Funds – JAG	26,180	0	26,180
	High Cost Services	<u>0</u>	<u>340,207</u>	<u>340,207</u>
	TOTAL REVENUE	452,668	573,476	1,026,144
	EXPENDITURES Supplemental Course Allocation MFP	189,202	231,589	420,791
	Career Development	237,286	5,217	242,503

	Funds – Prior Year Career Development			
	Funds – JAG	26,180	0	26,180
	High Cost Services	<u>0</u>	<u>340,207</u>	<u>340,207</u>
	TOTAL EXPENDITURES	452,668	577,013	1,029,681
	EXCESS (DEFICIENCY) OF REVENUES	0	(3,537)	(3,537)
	BEGINNING FUND BALANCE	0	337,549	337,549
	ENDING FUND BALANCE	\$0	334,012	\$334,012
550	CECIL J. PICARD LA4 EARLY CHILDHOOD PROGRAM	\$1,737,346	(5,806)	\$1,731,540
680	LCTCS STATE ADULT EDUCATION Basic – Current Year	\$236,743	0	\$236,743
	Testing & Reimbursement	8,639	(1,075)	7,564
	START Corp Youth Build	<u>0</u>	<u>5,356</u>	<u>5,356</u>
	TOTAL	\$245,382	4,281	\$249,663

Mrs. Breaux presented the 2017/2018 original budgets for the Special Revenue Funds.

RECOMMENDATION NO. 9

The Committee recommends that the Board adopt the following 2017/2018 original budgets for the Special Revenue Funds.

Special Revenue Funds Original Budgets 2017/2018 Fiscal Year

<u>FUND NUMBER</u>	<u>FEDERAL FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>REVISED BUDGET</u>
290	ESSA School Redesign	\$0	15,000	\$15,000

Mrs. Breaux presented an update on the Financial Software conversion.

Mrs. Breaux presented information on a Monthly Budget-to-Actual Comparison report (attached).

Mrs. Breaux presented an update on the Sales Tax collections report (attached). She stated that sales tax collections for the month of February 2018 are approximately 3.7% lower than February 2017.

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

Respectfully submitted,

Donald Duplantis, Chairman

Roosevelt Thomas, Vice Chairman

RB/bp

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

May 1, 2018

Dear Members of the Board:

The EDUCATION, TECHNOLOGY, AND POLICY COMMITTEE met at 5:00 p.m. on Monday, April 23, 2018, in the Board Room of the School Board Office, with the following members present: Ms. Vicki Bonvillain, chairwoman, and Mr. Richard Jackson, vice chairman. Dr. Brenda Leroux Babin was absent. Also in attendance were Mr. L. P. Bordelon, III, Mr. Donald Duplantis, 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. Myra Austin, District Assessment and Accountability Administrator, offered information regarding several remediation programs that will be offered to our students.

Mr. Graham Douglas, Supervisor of Secondary Education, presented information pertaining to Jump Start Summers Program for high school students (attached). He said each student will receive compensation at the end of the session, and the compensation will be based on attendance, performance, credentialing, and Carnegie Units earned. Community participants in the program includes, but are not limited to, Trapp Chevrolet, Gulf Island, Sealand Mechanical, and Southland Diesel.

Mr. Douglas presented information regarding results of the 2018 Louisiana Music Educators' Association State Southeast Regional Instrumental Performance Assessment held at Nicholls State University (attached). He stated that one school, H. L. Bourgeois High School's Symphonic Winds, received a rating of Sweepstakes. Recognition was given to

Lacache/Montegut Middle School's Combined Band and South Terrebonne High School's Concert Band for their participation in the assessment.

Mr. Douglas presented information regarding results of the 2018 Louisiana Music Educators' Association State Southeast Regional Choral Performance Assessment held at Nicholls State University (attached). He stated that Terrebonne High School's Women's Choir received a Sweepstakes rating. Recognition was given to Houma Jr. High School's Treble Choir and Terrebonne High School's Mixed Choir for their participation in the assessment.

Mr. Aubrey "Bubba" Orgeron, Assistant Superintendent, presented information on upcoming seminars (attached). Principal Baruti Kafele will present to Leadership Teams and Lead Teachers for opening of schools on July 23, 2018, at H. L. Bourgeois High School, and Mr. Jamie Vollmer will present for Staff Development Day #1 on August 3, 2018, for all Terrebonne Parish School Board Employees at the Houma-Terrebonne Civic Center.

Mr. Orgeron presented information pertaining to Louisiana Department of Education's Principal of the Year Semi-Finalist, Casannah Moses from Southdown Upper Elementary School (attached).

Mr. Orgeron presented an update on Chromebook Grant Applications for the 2018-2019 school session. He stated that each Elementary, Middle, and High School Teacher of the Year Finalist has been granted a classroom set of Chromebooks.

Mrs. Peggy Marcel, Supervisor of Federal Programs, presented information pertaining to the National Youth Community Project (NYCP) Grant (attached). She stated some items offered through the grant include: Hiring an interventionist to address academic and behavior needs of Indian students, ACT prep after-school enrichment, Generation Ready Coaches, Native American club implementation, field trips, mentors, college nights, and a summer camp being offered to 8th and 9th graders.

There being no further business to come before the **Education,**

Technology, and Policy Committee, the meeting adjourned at 5:26 P.M.

Respectfully submitted,

Vicki Bonvillain, Chairwoman

Richard Jackson, Vice Chairman

ABO/jb

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

May 1, 2018

Dear Members of the Board:

The EXECUTIVE COMMITTEE met at 5:30 P.M. on Tuesday, April 24, 2018, in the Board Room of the School Board Office with the following members present: Ms. Vicki Bonvillain, vice president, and Mr. L. P. Bordelon, III. Mr. Roger Dale DeHart, president, was absent. 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 5:35 P.M.

Respectfully submitted,

Vicki Bonvillain, Vice President

L. P. Bordelon, III

BB/bp