

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

School Board Meeting – September 1, 2015

Order of Business

6:00 P.M.

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes of School Board Meeting of August 18, 2015

RECOMMENDATION: That the Board approve the minutes of School Board Meeting of August 18, 2015, as recorded.

6. Announcements

9/03

5:00 ERC

9/07

Labor Day Holiday

9/14

5:00 Education, Technology, & Policy Committee

9/15

5:30 Executive Committee

Board of Directors, Terrebonne Construction Company, Inc. (immediately following Executive Committee)

6:00 Regular School Board Meeting

7. Board Committee Meeting Reports
 - A. Finance, Insurance, and Section 16 Lands Committee (See Attached Committee Report of August 17, 2015, Meeting)
 - B. Executive Committee (See Attached Committee Report of August 18, 2015, Meeting)
 - C. Board of Directors of Terrebonne Construction Company, Inc. (See Attached Committee Report of August 18, 2015, Meeting)
8. Superintendent's Agenda
 - A. Agenda Items
 - (1) Proclamation in Observance of Constitution Week, September 17-23, 2015

RECOMMENDATION: That the Board approve the following proclamation recognizing September 17-23, 2015, as Constitution Week:

PROCLAMATION

WHEREAS, our Founding Fathers, in order to secure the blessings of liberty for themselves and their posterity, did ordain and establish a Constitution for the United States of America; and

WHEREAS, it is of the greatest importance that all citizens fully understand the provisions and principles contained in the Constitution in order to support, preserve, and defend it against all encroachment; and

WHEREAS, the two hundred twenty-eighth anniversary of the signing of the Constitution provides a historic opportunity for all Americans to realize the achievements of the Framers of the Constitution and the rights, privileges, and responsibilities it affords; and

WHEREAS, the independence guaranteed to American citizens,

whether by birth or naturalization, should be celebrated by appropriate ceremonies and activities during Constitution Week, September 17 through 23, as designated by proclamation of the President of the United States of America in accordance with Public Law 915.

NOW, THEREFORE, BE IT RESOLVED that the Terrebonne Parish School Board, in conjunction with the Bayou Lafourche Chapter of the National Society, Daughters of the American Revolution, does hereby proclaim the week of September 17 through 23, 2015, as "Constitution Week" in the schools of Terrebonne Parish and does urge all students to study the Constitution, and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves.

(2) Personnel Section

(a) Personnel Announcement and Introduction
(Information Only)

- 1) Curriculum Specialist (Literacy Focus), Central Office – Tonia Cook

9. Adjournment

Philip Martin, Superintendent
Terrebonne Parish School Board
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.

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

September 1, 2015

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, August 17, 2015, with the following members present: Mr. Roosevelt Thomas, Vice-Chairman, and Mr. Donald Duplantis. Ms. Debi Benoit, Chairwoman, was absent. Also in attendance were Mr. L. P. Bordelon, III, Mr. Roger Dale DeHart, Mr. Richard Jackson, Superintendent Philip Martin, and members of the staff.

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

Superintendent Martin addressed the Committee regarding the Minimum Foundation Program (MFP) lawsuit (see attached).

Superintendent Martin addressed the Committee regarding the BP lawsuit settlement proceeds (see attached).

Mr. Duplantis, seconded by Mr. Thomas, offered the following motion:

RECOMMENDATION NO. 1

The Committee recommends that the Board assign the proceeds of the BP settlement to the Building Fund for future construction projects.

Mr. Jack Moore, Risk Manager, addressed the Committee regarding the 403(b) and 457 Terrebonne Parish School Board Supplemental Retirement Plans (see attached).

Mr. Duplantis, seconded by Mr. Thomas, offered the following motion:

RECOMMENDATION NO. 2

The Committee recommends that the Board accept the proposal from TSA Consulting Group, Inc., for Third Party Administration services for the 403(b) and 457 Terrebonne Parish School Board Supplemental Retirement Plans, effective September 1, 2015, with all fees to be borne by the Investment Providers approved under the plans.

Chairwoman Benoit entered the meeting at this time and assumed the Chair.

Mr. Moore addressed the Committee regarding the Workers' Compensation Claim Statistics for Fiscal Year 2014-2015 (see attached).

Mr. Len Fontaine, Benefits Consultant, addressed the Committee regarding the Group Health Plan Statistics (see attached).

Mr. Moore addressed the Committee regarding Group Life Insurance renewal (see attached).

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

RECOMMENDATION NO. 3

The Committee recommends that the Board accept the proposal for Group Life Insurance from Symetra Life Insurance Company, through Alford, Staples, Lapeyre and Robichaux, effective October 1, 2015, and further, authorize the Board President to sign all necessary documents pertaining thereto.

Ms. Carolyn Champagne, Purchasing Agent, addressed the Committee regarding the Mineral, Oil, and Gas Lease Nomination of Section 16 Lands (see attached).

Mr. Duplantis, seconded by Mr. Thomas, offered the following motion:

RECOMMENDATION NO. 4

The Committee recommends that the Board accept the Mineral, Oil, and

Gas Lease Nomination by Acadian Land, LLC, 101 W. Farrel Road - Building 1, Lafayette, LA 70508, adopt the following Resolution authorizing the State Mineral Board to advertise the following Sections for bid, pending Board Attorney review and approval, and further, authorize the Board President to sign all necessary documents pertaining thereto:

RESOLUTION

WHEREAS, Acadian Land Services, LLC, 101 W. Farrel Road - Building 1, Lafayette, LA 70508, has filed application with the Terrebonne Parish School Board for an oil, gas and/or other liquid or gaseous hydrocarbon mineral lease(s) in and to the following described tracts of land (aggregate of 3,450.72 acres) situated in Terrebonne Parish, Louisiana, to-wit:

**All of Section 16, Township 19 South, Range 14 East
Terrebonne Parish, Louisiana, containing approximately
669.78 acres, more or less**

**All of Section 16, Township 20 South, Range 12 East
Terrebonne Parish, Louisiana, containing approximately
285.05 acres, more or less**

**All of Section 16, Township 20 South, Range 13 East
Terrebonne Parish, Louisiana, containing approximately
433.86 acres, more or less**

**All of Section 16, Township 20 South, Range 14 East
Terrebonne Parish, Louisiana, containing approximately
341.70 acres, more or less**

**All of Section 16, Township 21 South, Range 12 East
Terrebonne Parish, Louisiana, containing approximately
575.00 acres, more or less**

All of Section 16, Township 21 South, Range 13 East

**Terrebonne Parish, Louisiana, containing approximately
640.76 acres, more or less**

**All of Section 16, Township 21 South, Range 14 East
Terrebonne Parish, Louisiana, containing approximately
189.44 acres, more or less**

**All of Section 16, Township 22 South, Range 15 East
Terrebonne Parish, Louisiana, containing approximately
315.13 acres, more or less**

NOW, THEREFORE BE IT RESOLVED, that the Terrebonne Parish School Board has determined that it desires to take advantage of LSA R.S. 30:152 (A), et seq; to authorize the Louisiana State Mineral and Energy Board to nominate the property(ies) cited in the description above for state agency mineral lease;

BE IT FURTHER RESOLVED, that the cash bonus, rentals, royalties or other consideration accruing to Lessor under the above-mentioned oil, gas, and/or other liquid or gaseous hydrocarbon mineral lease be forwarded to the Terrebonne Parish School Board;

BE IT FURTHER RESOLVED, by Terrebonne Parish School Board, in legal session convened, that it does hereby direct and authorize the Louisiana State Mineral and Energy Board and the Office of Mineral Resources to accept nominations, advertise for, accept and award bids, and execute all oil, gas and mineral leases pertaining to the immovable property(ies) cited above.

BE IT FURTHER RESOLVED, that a bonus payment of less than three hundred dollars (\$300.00) per acre and a royalty payment less than twenty-five percent (25%) for an oil, gas and/or other liquid or gaseous hydrocarbon mineral lease for the above mentioned parcel(s) of land will not be acceptable to the Terrebonne Parish School Board.

BE IT FURTHER RESOLVED, that paragraph 8 of the State Lease form used by the Terrebonne Parish School Board to lease oil, gas and other mineral rights be amended to include the following provisions:

“The failure of the Lessee to submit to the Lessor, at the office of the Terrebonne Parish School Board, for approval, the document intended to transfer, sublease, or assign any right or obligation of the Lessee under this

lease, within sixty (60) days after the effective date of any such transfer sublease, or assignment, shall subject the Lessee to pay to the Lessor any damages the Lessor may suffer, but in no event shall such damages be deemed to be less than one hundred dollars (\$100.00) per day for each day the Lessee fails to submit any such document to the Lessor for approval."

BE IT FURTHER RESOLVED, that paragraph 5 (a) (paragraph 2) of the State Lease form used by the Terrebonne Parish School Board to lease oil, gas, and other mineral rights be amended to read as follows:

In lieu of commencing operations for an offset well as above provided, Lessee may, at Lessee's option, commence compensatory payments equal to the royalties herein provided, computed on one-half (1/2) of the oil, gas, or other liquid or gaseous mineral produced by the well in question on and after the date operations would have otherwise been commenced, value to be determined in accordance with the provisions on Article 6 of this lease. Such payments may be commenced on or before sixty (60) days after the date operations would otherwise have been commenced, but shall include compensatory payments accrued from the date of initial production of the well in question. Thereafter, payments shall be due monthly in accordance with Article 6 (g). Lessee shall not be in default in either commencing compensatory payments or in making further payments as above provided, if despite due diligence Lessee is unable timely to obtain the production information on which such payments are to be based. In any such case, however, Lessee must on or before the due date of the payments, notify the Board, in writing, of Lessee's inability to make such payment, the reasons therefor, and Lessee's intent to make such payment at the earliest reasonable time. Compensatory payments may be continued, at Lessee's discretion, for not more than one year from the date on which offset operations would otherwise have been commenced. At the end of that time, or within thirty (30) days from the end of any lesser period for which payments are made, Lessee shall comply with this offset obligation if the producing well continues to produce in paying quantities or to produce its allowable and the other conditions making this obligation operative are existent. The right to make compensatory payments is intended to permit Lessee to evaluate further the producing well, and the making of such payments shall not of itself be sufficient to maintain this lease if the lease is not

otherwise being maintained in force and effect; however, the making of any such payments shall not prejudice Lessee's right to rebut any of the above enumerated presumptions.

Ms. Champagne addressed the Committee regarding the Section 16 Lands Hunting and Trapping Leases (see attached).

Mr. Thomas, seconded by Mr. Duplantis, offered the following motion:

RECOMMENDATION NO. 5

The Committee recommends that the Board accept the following highest bids received, meeting all specifications, for Hunting and Trapping privileges on Section 16 Lands for a five (5) year period, ending May 31, 2020, and further, authorize the Board President to sign all necessary documents pertaining thereto, pending Board Attorney review:

Section 16, Township 20 South, Range 12 East Raleigh Robichaux 101 Krumbhaar Circle Houma, LA 70360	\$675.00
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Section 16, Township 20 South, Range 19 East George Brogdon 968 West Lake Drive Port Allen, LA 70767	\$300.00
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Ms. Champagne addressed the Committee regarding the Textbook Inventory Management System (see attached).

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

RECOMMENDATION NO. 6

The Committee recommends that the Board accept the proposal for a Textbook Inventory Management System from Hayes Software Systems, 12007 Research Blvd., Suite 103, Austin, TX, 78759 in the amount of \$54,585.00, monies to be derived from previously budgeted funds in the General Operating Fund.

Ms. Rebecca Breaux, Chief Financial Officer, addressed the Committee regarding the Textbook Inventory Management System.

Ms. Breaux addressed the Committee regarding the Louisiana Compliance Questionnaire for Fiscal Year 2014-2015 (see attached).

Mr. Thomas, seconded by Mr. Duplantis, offered the following motion:

RECOMMENDATION NO. 7

The Committee recommends that the Board adopt the following resolution in reference to the attached Louisiana Compliance Questionnaire for the 2014-2015 Fiscal Year:

RESOLUTION

BE IT RESOLVED, That the Terrebonne Parish School Board, in connection with the June 30, 2015, audit, adopts the Louisiana Compliance Questionnaire for submission to Lanaux and Felger, Certified Public Accountants, and confirms that the representations made therein are to the best of the Board's knowledge and belief, and

BE IT FURTHER RESOLVED, that Roosevelt Thomas, President of the Terrebonne Parish School Board, Philip Martin, Superintendent, and Rebecca Breaux, Chief Financial Officer, be authorized to sign said Questionnaire.

Ms. Breaux presented an update on the Sales Tax collections report (see attached). She stated sales tax collections for the month of June 2015 are approximately 10.5% lower than June 2014 and approximately 6.6% lower for the entire fiscal year.

There being no further business to come before the **Finance, Insurance, and Section 16 Lands Committee**, motion of Mr. Duplantis, seconded by Mr. Thomas, the meeting adjourned at 5:48 P.M.

Respectfully submitted,

Debi Benoit, Chairwoman

Roosevelt Thomas, Vice-Chairman

Donald Duplantis

MH

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

September 1, 2015

Dear Members of the Board:

The **Executive Committee** met at 5:30 P.M. on Tuesday, August 18, 2015, in the Board Room of the School Board Office with the following members present: Mr. Roosevelt Thomas, President, Dr. Brenda Leroux Babin, Vice-President, and Ms. Debi Benoit. Others in attendance were Mr. Richard Jackson, Superintendent Philip Martin, and Ms. Rebecca Breaux.

The meeting began with an invocation and Pledge of Allegiance to the Flag.

The **Executive Committee** addressed the request from Angie Braud to waive her obligation relative to Sabbatical Leave.

Ms. Benoit, seconded by Dr. Babin, offered the following motion:

RECOMMENDATION NO. 1

The Committee recommends that the Board approve the request from Angie Braud to waive her obligation relative to Sabbatical Leave.

The **Executive Committee** addressed the request from Judy O'Conner to waive her obligation relative to Sabbatical Leave.

Dr. Babin, seconded by Ms. Benoit, offered the following motion:

RECOMMENDATION NO. 2

The Committee recommends that the Board approve the request from Judy O'Conner to waive her obligation relative to Sabbatical Leave.

Ms. Theresa Ellender, citizen, addressed the Committee regarding the waive obligation relative to Sabbatical Leave.

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,

Roosevelt Thomas, President

Brenda Leroux Babin, Ph.D., Vice-President

Debi Benoit

MH

**TERREBONNE CONSTRUCTION COMPANY, INC.
201 STADIUM DRIVE
HOUMA, LOUISIANA 70360**

September 1, 2015

Dear Members of the School Board:

The **Board of Directors of Terrebonne Construction Company, Inc.** met immediately following the Executive Committee meeting on Tuesday, August 18, 2015, in the Board Room of the School Board Office with the following members present: Mr. Roosevelt Thomas, President, Dr. Brenda Leroux Babin, Secretary/Treasurer, and Ms. Debi Benoit. Others in attendance were Mr. Richard Jackson, Superintendent Philip Martin, and Ms. Rebecca Breaux.

The **Board of Directors** received the July 2015 financial statement (see attachment).

The **Board of Directors** voted to allow the Superintendent and/or his designee to renew a lease with Nationwide Consulting Group, LLC, 250 Barrow Street (storage room), for a monthly lease of one hundred fifty (\$150.00) dollars for a period of one (1) year, commencing September 15, 2015, and terminating September 14, 2016, and further, authorized the Board President to sign all necessary documents pertaining thereto.

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

Respectfully submitted,

Roosevelt Thomas, President

Brenda Leroux Babin, Ph.D., Secretary/Treasurer

Debi Benoit

MH