

PROCEEDINGS OF THE TERREBONNE PARISH SCHOOL BOARD

July 5, 2016

At the hour of 6:00 P.M., President Roger Dale DeHart announced that a Public Hearing was now in order to "Discuss Increase of Adjusted Millage Rate Not to Exceed the Prior Year's Maximum Rate."

Following three calls for public input relative to the foregoing topic and hearing none, motion of Mr. Donald Duplantis, seconded by Mr. L. P. Bordelon, III, unanimously carried, the Public Hearing was declared closed, and the Board resolved itself into the regular meeting of the Terrebonne Parish School Board.

The Terrebonne Parish School Board met today, immediately following the Public Hearing, 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: Mr. L. P. Bordelon, III, Vice-President; Mr. Roosevelt Thomas, Mr. Gregory Harding, Mr. Richard Jackson, Dr. Brenda Leroux Babin, Mr. Donald Duplantis, and Ms. Vicki Bonvillain.

ABSENT: Mrs. Debi Benoit

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

A moment of silence was observed in memory of Lloyd Williams, retired carpenter in the Maintenance Department, who recently passed away.

President DeHart apprised the Board and audience that since there was no old business to address, at this time, that the next matter on the agenda was new business to adopt the Adjusted Millage Rate(s).

Mr. Duplantis moved, seconded by Mr. Jackson, that the Board, by roll call vote, adopt the following resolution adopting the adjusted millage rates for the Regular School Tax (Constitutional) and the Special School Tax (Maintenance) of the entire school system, all effective for 2016:

**RESOLUTION NO. 1882**

**BE IT RESOLVED**, by the Terrebonne Parish School Board of the Parish of Terrebonne, Louisiana, in a public meeting held on July 5, 2016, which meeting was conducted in accordance with the Open Meetings Law and the additional requirements of Article VII, Section 23(C) of the Louisiana Constitution and R.S. 47:1705(B), that the following **adjusted** millage rates be and they are hereby levied upon the dollar of the assessed valuation of all property subject to ad valorem taxation within said Parish for the year 2016, for the purpose of raising revenue:

	<b><u>MILLAGE</u></b>
<b><u>Regular School Tax – (Constitutional)</u></b>	<b><u>3.760 mills</u></b>
<b><u>Special School Tax – (Maintenance)</u></b>	<b><u>5.270 mills</u></b>

**BE IT FURTHER RESOLVED** that the Assessor of the Parish of Terrebonne, shall extend upon the assessment roll for the year 2016 the taxes herein levied,

and the tax collector of said Parish shall collect and remit the same to said taxing authority in accordance with 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:** Mr. Roger Dale DeHart, Mr. L. P. Bordelon, III, Dr. Brenda Leroux Babin, Mr. Roosevelt Thomas, Mr. Gregory Harding, Mr. Donald Duplantis, Mr. Richard Jackson, and Ms. Vicki Bonvillain

**NAYS:** None

**ABSTAINED:** None

**ABSENT:** Mrs. Debi Benoit

President DeHart declared the adoption of the foregoing resolution carried.

Mrs. Becky Breaux, Chief Financial Officer, addressed the Board regarding the foregoing resolution.

Mrs. Benoit entered the meeting at this time and was present for the remainder of the proceedings.

Mr. Duplantis moved, seconded by Mr. Jackson, that the Board adopt the following resolution designating the adjusted millage rate and rolling forward to the increased rate allowed by law for the Regular School Tax (Constitutional) and the Special School Tax (Maintenance) Millage for 2016:

**RESOLUTION NO. 1883**

**BE IT RESOLVED**, by the Terrebonne Parish School Board of the Parish of Terrebonne, Louisiana, in a public meeting held on July 5, 2016, which meeting was conducted in accordance with the Open Meetings Law and the additional requirements of Article VII, Section 23(C) of the Louisiana Constitution and R.S. 47:1705(B), that the taxing district voted to increase the millage rate(s), but not in excess of the prior year's maximum rate(s), on all taxable property shown on the official assessment roll for the year 2016, and when collected, the revenues from said taxes shall be used only for the specific purposes for which said taxes have been levied. Said millage rate(s) are:

	<u>Adjusted Rate</u>	<u>2016 Levy</u>
<u>Regular School Tax – (Constitutional)</u>	<u>3.760 mills</u>	<u>3.860 mills</u>
<u>Special School Tax – (Maintenance)</u>	<u>5.270 mills</u>	<u>5.410 mills</u>

**BE IT FURTHER RESOLVED** that the Assessor of the Parish of Terrebonne, shall extend upon the assessment roll for the year 2016 the taxes herein levied, and the tax collector of said Parish shall collect and remit the same to said taxing authority in accordance with law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by no less than two-thirds of the total membership of the taxing authority voting in favor as required by Article VII, Section 23(C) of the Louisiana Constitution and R.S. 47:1705(B). The votes were:

**YEAS:** Mr. Roger Dale DeHart, Dr. Brenda Leroux Babin, Mr. Roosevelt Thomas, Mr. Gregory Harding, Mr. Richard Jackson, and Mrs. Debi Benoit

**NAYS:** Mr. L. P. Bordelon, III, Mr. Donald Duplantis, and Ms. Vicki Bonvillain

**ABSTAINED:** None

**ABSENT:** None

President DeHart declared the adoption of the foregoing resolution carried, with the exception of Mr. Bordelon, Mr. Duplantis, and Ms. Bonvillain who objected.

Mrs. Breaux addressed the Board regarding the foregoing resolution.

Several announcements were made by President DeHart relative to 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, June 20, 2016, in the Board Room of the School Board Office, with the following members present: Mr. Donald Duplantis, Chairman, and Mr. Roosevelt Thomas, Vice-Chairman. Dr. Brenda Leroux Babin was absent. Also in attendance were Mr. L. P. Bordelon, III, Vice-President, 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. Carolyn Champagne, Purchasing Agent, addressed the Committee regarding the approval of bids received for Hunting and Trapping privileges on Section 16 Lands (attached).

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

**RECOMMENDATION NO. 1**

**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 (July 1, 2016, through May 31, 2021), allow the Purchasing Department to re-advertise those sections where no bid was received, and further, authorize the Board President to sign all necessary documents pertaining thereto, pending Board Attorney review:

<u>Section 16, T19S, R13E</u>	\$7,500.00
Dr. Chris E. Cenac, Jr. 1001 School Street Houma, LA 70360	

<u>Section 16, T19S, R16E</u>	\$3,152.00
Dularge Hunting Club C/O Dan Davis P. O. Box 3433 Houma, LA 70361	

Section 16, T20S, R15E \$1,369.11  
 Benji C. Poiencot  
 101 Lecompte Lane  
 Houma, LA 70363

Section 16 Lands Not Receiving Bids and Available for Lease:

- Section 16, T17S, R14E
- Section 16, T18S, R15E
- Section 16, T19S, R12E
- Section 16, T20S, R20E
- Section 16, T21S, R14E
- Section 16, T21S, R15E
- Section 16, T21S, R16E
- Section 16, T21S, R17E
- Section 16, T21S, R20E
- Section 16, T22S, R15E
- Section 16, T22S, R16E
- Section 16, T22S, R17E
- Section 16, T22S, R18E
- Section 16, T23S, R16E

Mr. Jack Moore, Risk Manager, addressed the Committee regarding the Student Accident Insurance (attached).

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

**RECOMMENDATION NO. 2**

**The Committee recommends** that the Board accept the proposal from Marc Harris (Agent of Record), underwritten by Sentry Insurance Company for Student Accident Insurance, including Catastrophic Athletic Accident Insurance and Volunteer Workers with limits of \$25,000.00 per accident, effective August 1, 2016, with an annual premium of \$200,611.00 (an increase of \$5,788.00 from the prior year premium).

Mrs. Judy Martin, Chief Accountant, presented the 2015/2016 revised budgets for the Special Revenue Funds (attached).

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

**RECOMMENDATION NO. 3**

**The Committee recommends** that the Board adopt the following 2015/2016 revised budgets for the Special Revenue Funds:

<b>Special Revenue Funds</b>				
<b>Revised Budgets</b>				
<b><u>2015/2016 Fiscal Year</u></b>				
<b><u>FUND NUMBER</u></b>	<b><u>FEDERAL FUNDS</u></b>	<b><u>CURRENT BUDGET</u></b>	<b><u>INCREASE (DECREASE)</u></b>	<b><u>REVISED BUDGET</u></b>
220	NCLB TITLE I	\$5,838,040	\$ 9,188	\$5,847,228
240	U. S. DEPARTMENT OF HEALTH AND HUMAN SERVICES TANF BLOCK GRANT -Early Childhood Program			

	TANF	\$3,692,522	(160,165)	\$3,532,357
	-Federal Jobs for America's Graduates TANF	<u>91,562</u>	<u>(1,696)</u>	<u>89,866</u>
	TOTAL	\$3,784,084	(161,861)	\$3,622,223
270	NCLB TITLE I AP PROGRAM	\$ 11,029	\$ 2,214	\$ 13,243
320	NCLB TITLE IV Safe and Supportive Schools			
	-Prior Year	\$ 68,091	(61)	\$ 68,030
	-Donation	<u>0</u>	<u>2,688</u>	<u>2,688</u>
	TOTAL	\$ 68,091	\$ 2,627	\$ 70,718
560	NCLB TITLE X HOMELESS	\$ 114,200	\$ 24,854	\$ 139,054

Mrs. Martin presented the 2015/2016 original budgets for the Special Revenue Funds (attached).

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

**RECOMMENDATION NO. 4**

**The Committee recommends** that the Board adopt the following 2015/2016 original budgets for the Special Revenue Funds:

**Special Revenue Funds  
Original Budgets  
2015/2016 Fiscal Year**

<u>FUND NUMBER</u>	<u>FEDERAL FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>ORIGINAL BUDGET</u>
261	ARRA RACE TO THE TOP	\$0	\$4,599	\$4,599

Mrs. Martin presented the Variable Budgets for Fiscal Year 2015/2016 (attached).

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

**RECOMMENDATION NO. 5**

**The Committee recommends** that the Board adopt the following Final 2015/2016 Budgets for the designated funds, that the Board allow that the final budgets for the funds be deemed a variable budget with estimated revenues set equal to actual revenues, provided that such revenues do not exceed those approved by the Board and/or State or Federal regulatory authorities, and further, that the final budget for appropriations be set equal to amounts actually expended, provided that such expenditures do not exceed those approved by the Board and/or State or Federal regulatory authorities:

<u>FUND NUMBER</u>	<u>STATE FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>FINAL BUDGET</u>
142	MINIMUM FOUNDATION PROGRAM LEVEL 4 FUNDING			*
	REVENUES	1,042,796		
	EXPENDITURES	1,053,515		
	BEGINNING FUND BALANCE	150,967		
	ENDING FUND BALANCE	140,248		*

510	EDUCATION EXCELLENCE REVENUES	270,000	*
	EXPENDITURES	299,956	
	BEGINNING FUND BALANCE	67,157	
	ENDING FUND BALANCE	37,201	
520	EC COMMUNITY NETWORK PILOTS	76,800	*
550	CECIL J. PICARD LA4 PRE-K PROGRAM	383,678	*
610	8(g) BLOCK GRANTS	94,639	*
630	LQEA 8(g) STUDENT ENHANCEMENT	219,319	*
660	SPECIAL EDUCATION ACT 34/35	68,360	*
680	LCTCS STATE ADULT EDUCATION	216,994	*

<u>FUND NUMBER</u>	<u>FEDERAL FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>FINAL BUDGET</u>
210	NCLB TITLE I SRCL	1,252,686		*
220	NCLB TITLE I FUND	5,847,228		*
230	MIGRANT	232,525		*
240	USDHHS TANF FUND	3,622,223		*
261	RACE TO THE TOP	4,599		*
270	NCLB TITLE I ADVANCED PLACEMENT	13,243		*
280	USDHHS CHILD CARE & DEV. BLK GRANT	83,200		*
310	NCLB TITLE III FUND	122,139		*
320	NCLB TITLE IV FUND	70,718		*
330	U. S. DEPARTMENT OF EDUCATION -ESSC GRANT	358,012		*
370	NCLB TITLE II FUND	1,583,585		*
410	NCLB TITLE VII FUND	388,166		*
490	LCTCS FEDERAL -ADULT EDUCATION FUND	529,804		*
560	NCLB TITLE X FUND	139,054		*
590	FEDERAL VOCATIONAL EDUCATION	245,990		*

750	SPECIAL EDUCATION IDEA FUND	5,562,859		*	
760	NCLB IDEA PRE-SCHOOL FUND	144,191		*	
	<b><u>FUND NUMBER</u></b>	<b><u>LOCAL FUNDS</u></b>	<b><u>CURRENT BUDGET</u></b>	<b><u>INCREASE (DECREASE)</u></b>	<b><u>FINAL BUDGET</u></b>
470	BILLABLE SERVICES	439,349		*	
670	LA GATES REVENUES	0			
	EXPENDITURES	21,327			
	BEGINNING FUND BALANCE	21,327			
	ENDING FUND BALANCE	0		*	
730	LIBRARY ALLOTMENT REVENUES	88,260			
	EXPENDITURES	103,081			
	BEGINNING FUND BALANCE	71,288			
	ENDING FUND BALANCE	56,467		*	
740	TEXTBOOKS & MATERIALS FUND REVENUES	3,600,426			
	EXPENDITURES	2,600,426			
	BEGINNING FUND BALANCE	0			
	ENDING FUND BALANCE	1,000,000		*	
810	DISASTER FUND	0		*	
860	BOND FUND	0		*	
861	BOND FUND – QSCB SERIES 2009	0		*	
862	BOND FUND – QSCB SERIES 2011	0		*	
863	BOND FUND – QSCB SERIES 2012	0		*	
880	BUILDING FUND REVENUES	16,504,000		*	
	EXPENDITURES	4,986,926			
	BEGINNING FUND BALANCE	2,382,413			
	ENDING FUND BALANCE	13,899,487			
884	CAPITAL PROJECTS FUND – SERIES 2016 REVENUES	0		*	
	EXPENDITURES	0			
	BEGINNING FUND BALANCE	0			
	ENDING FUND BALANCE	0			
930	WORKERS COMPENSATION FUND REVENUES	855,710		*	
	EXPENDITURES	690,300			
	BEGINNING FUND BALANCE	1,423,808			
	ENDING FUND BALANCE	1,589,218			
940	LOSS FUND				

	REVENUES	1,507,016	*
	EXPENDITURES	1,937,566	
	BEGINNING FUND BALANCE	2,997,175	
	ENDING FUND BALANCE	2,566,625	
950	GROUP INSURANCE CLAIMS FUND		
	REVENUES	42,631,000	*
	EXPENDITURES	49,905,900	
	BEGINNING FUND BALANCE	19,858,147	
	ENDING FUND BALANCE	12,583,247	

Superintendent Martin addressed the Committee regarding consideration of the Budget Adoption Resolution, providing for adoption of the following Original Operating Budgets for Fiscal Year 2016/2017 (attached):

- 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

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

**RECOMMENDATION NO. 6**

**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 2016/2017 Fiscal Year:

**TERREBONNE PARISH SCHOOL BOARD  
BUDGET ADOPTION RESOLUTION**

**RESOLUTION NO. \_\_\_\_**

Resolution adopting operating budgets for the fiscal year beginning July 1, 2016, and ending June 30, 2017.

**BE IT RESOLVED** by the Terrebonne Parish School Board that:

1. The Operating Budgets for the General Operating, One Cent Sales Tax, 1/2 Cent Sales Tax, 3/4 Cent Sales Tax, Child Nutrition Program and various Special Revenue Funds for the 2016/2017 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 purposes 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, Insurance, and Section 16 Lands Committee. The Finance, Insurance, and Section 16 Lands 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, Insurance, and Section 16 Lands Committee.
2. The Finance, Insurance, and Section 16 Lands 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, Insurance, and Section 16 Lands Committee for submission to the Board. The aforementioned officials shall direct requests requiring Board approval to the Finance, Insurance, and Section 16 Lands 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 I - 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, Insurance, and Section 16 Lands Committee.

**C. 1/2 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. 3/4 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, school 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) Increases in allotments to any or all organizations (schools) and new allotments will be considered by the Finance, Insurance, and Section 16 Lands 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 increases in funds allocated to any function/service area where expenditures are not controlled by organizational (school) budgets shall be considered by the Finance, Insurance, and Section 16 Lands 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, Insurance, and Section 16 Lands 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, Insurance, and Section 16 Lands Committee for submission to the Board.
3. Prior to presentation of proposed budget revisions, expenditures, or capital outlay requests to the Board or Finance, Insurance, and Section 16 Lands 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, Insurance, and Section 16 Lands Committee for submission to the Board. With reference to State and Federal Special Revenue 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, Insurance, and Section 16 Lands Committee.
  - a. The Finance, Insurance, and Section 16 Lands 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, Insurance, and Section 16 Lands 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 Revenue 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 Revenue 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 for projects costing \$5,000.00 or less during a fiscal year, with a maximum of \$20,000.00 so authorized during a fiscal year, exclusive of expenditures authorized but not expended during prior years.
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 SERVICE 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, Insurance, and Section 16 Lands 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, Insurance, and Section 16 Lands Committee, accompanied by the Finance, Insurance, and Section 16 Lands 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. Martin presented an update on the Sales Tax collections report (attached). She stated sales tax collections for the month of April 2016 are

approximately 11% lower than April 2015.

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,

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Donald Duplantis, Chairman

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Roosevelt Thomas, Vice-Chairman

MH

Motion of Mr. Thomas, seconded by Mr. Bordelon, unanimously carried, the Board accepted, as presented and outlined in the foregoing report, the highest bids received, meeting all specifications, for Hunting and Trapping privileges on Section 16 Lands for a five (5) year period (July 1, 2016, through May 31, 2021), allowed the Purchasing Department to re-advertise those sections where no bid was received, and further, authorized the Board President to sign all necessary documents pertaining thereto, pending Board Attorney review.

Motion of Mr. DeHart, seconded by Mr. Jackson, unanimously carried, the Board accepted the proposal from Marc Harris (Agent of Record), underwritten by Sentry Insurance Company for Student Accident Insurance, including Catastrophic Athletic Accident Insurance and Volunteer Workers with limits of \$25,000.00 per accident, effective August 1, 2016, with an annual premium of \$200,611.00 (an increase of \$5,788.00 from the prior year premium).

Motion of Mr. Jackson, seconded by Mr. Harding, unanimously carried, the Board adopted, as presented and outlined in the foregoing report, 2015/2016 revised budgets for the Special Revenue Funds.

Motion of Mr. Jackson, seconded by Mr. Harding, unanimously carried, the Board adopted, as presented and outlined in the foregoing report, 2015-2016 original budgets for the Special Revenue Funds.

Motion of Mr. DeHart, seconded by Mr. Bordelon, unanimously carried, the Board adopted, as presented and outlined in the foregoing report, the Final 2015-2016 Budgets for the designated funds, that the Board allow that the final budgets for these funds be deemed a variable budget with estimated revenues set equal to actual revenues, provided that such revenues do not exceed those approved by the Board and/or State or Federal regulatory authorities, and further, that the final budget for appropriations be set equal to amounts actually expended, provided that such expenditures do not exceed those approved by the Board and/or State or Federal regulatory authorities.

Motion of Mr. Jackson, seconded by Mr. DeHart, unanimously carried, the Board adopted, as presented and outlined in the foregoing report, the Budget Adoption Resolution No. 1884 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 2016-2017 Fiscal Year.

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 Mr. Jackson, Chairman, presiding:

Dear Members of the Board:

**The EDUCATION, TECHNOLOGY, and POLICY COMMITTEE** met on Monday, June 27, 2016, in the Board Room of the School Board Office, with the following members present: Mr. Richard Jackson, Chairman, Ms. Vicki Bonvillain, Vice-Chairwoman, and Mrs. Debi Benoit. Also in attendance were Mr. Roger Dale DeHart, President, Mr. L. P. Bordelon, III, Vice-President, Mr. Donald Duplantis, Superintendent Philip Martin, and members of the staff.

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

Mr. Aubrey "Bubba" Orgeron, Assistant Superintendent, introduced Diane Powell, Terrebonne Parish Consolidated Government Head Start Program, who addressed the Committee regarding renewal of the Interagency Agreement between Terrebonne Parish School Board and the Terrebonne Parish Head Start Program for the 2016-2017 School Year (attached).

#### **RECOMMENDATION NO. 1**

**The Committee recommends** that the Board approve the renewal of the Interagency Agreement between Terrebonne Parish School Board and the Terrebonne Parish Head Start Program for the 2016-2017 School Year and authorize the Board President to sign all necessary documents pertaining thereto, pending Board Attorney review.

Mr. Orgeron presented information regarding results of the 2016 Louisiana Music Educators' Association State Instrumental Performance Assessment held at Central Lafourche and Hahnville High Schools (attached). He stated that three (3) schools in the Terrebonne Parish School District received a rating of Sweepstakes: Houma Junior High Symphonic Band, South Terrebonne High Concert Band, and Terrebonne High Symphonic Band (attached).

Mr. Orgeron also informed the Committee that Terrebonne High School's Women and Mixed Choir and Houma Junior High School's Mixed Choir also rated Sweepstakes at the 2016 Louisiana Music Educators' Association State Choral Performance held in Lake Charles, Louisiana (attached).

Mr. Orgeron presented information to the Committee on the new federal Every Student Succeeds Act (ESSA). He explained that ESSA will take the place of the No Child Left Behind Act.

Mr. Orgeron presented information to the Committee on SkillsUSA's 2016 National Leadership and Skills Conference held in Louisville, Kentucky the week of June 20-24, 2016. There were over 6,200 students from across the United States that participated in the event. He expressed pride for the students representing Terrebonne Parish School District and extended his congratulations for their outstanding accomplishments.

Mr. Orgeron presented information to the Committee on Dr. Marcia Tate's seminar for the Opening of Schools' meetings scheduled for teachers on July 19, 2016; and supervisors and administrators on July 20, 2016, at H. L. Bourgeois High School.

There being no further business to come before the **Education, Technology, and Policy Committee**, the meeting adjourned at 5:37 P.M.

Respectfully submitted,

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Richard Jackson, Chairman

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Vicki Bonvillain, Vice-Chairwoman

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Debi Benoit

JB

Motion of Mr. Duplantis, unanimously seconded, unanimously carried, the Board approved the renewal of the Interagency Agreement between Terrebonne Parish School Board and the Terrebonne Parish Head Start Program for the 2016-2017 School Year and authorized the Board President to sign all necessary documents pertaining thereto, pending Board Attorney review.

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 following Executive Committee report was presented to the Board:

Dear Members of the Board:

The **Executive Committee** met at 5:30 P.M. on Tuesday, June 28, 2016, in the Board Room of the School Board Office with the following members present: Mr. Roger Dale DeHart, President, Mr. L. P. Bordelon, III, Vice-President, and Ms. Vicki Bonvillain. Also in attendance were Mr. Donald Duplantis, Superintendent Philip Martin, and Mrs. Rebecca Breaux.

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

Mr. DeHart addressed the Committee regarding the request by Mrs. Deborah L. Bourgeois, Payroll Manager, to be awarded two (2) additional days of sick/emergency leave days, as per Board Policy F-11.4.

Mr. Bordelon, seconded by Mrs. Bonvillain, offered the following motion:

**RECOMMENDATION NO. 1**

**The Committee recommends** that the Board approve the request by Mrs. Deborah L. Bourgeois, Payroll Manager, to be awarded two (2) additional days of sick/emergency leave days, as per Board Policy F-11.4.

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,

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Roger Dale DeHart, President

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L. P. Bordelon, III, Vice-President

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Vicki Bonvillain

MH

Motion of Mr. Bordelon, seconded by Mr. Duplantis, unanimously carried, the Board approved the request by Mrs. Deborah L. Bourgeois, Payroll Manager, and awarded two (2) additional days of sick/emergency leave days, as per Board Policy F-11.4.

Motion of Mr. Duplantis, seconded by Mrs. Benoit, unanimously carried, the Board accepted, as presented, the foregoing Executive Committee report in its entirety.

The Executive Committee report was concluded.

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

Dear Members of the Board:

The **Board of Directors of Terrebonne Construction Company, Inc.** met immediately following the Executive Committee meeting on Tuesday, June 28, 2016, in the Board Room of the School Board Office with the following members present: Mr. Roger Dale DeHart, President, Mr. L. P. Bordelon, III, Secretary/Treasurer, and Ms. Vicki Bonvillain. Also in attendance were Mr. Donald Duplantis, Superintendent Philip Martin, and Mrs. Rebecca Breaux.

The **Board of Directors** received the May 2016 financial statement (attached).

The **Board of Directors** rejected the previously accepted bid received, due to a legal error in the property description, for the sale of Terrebonne Construction Company Property located at 240 and 240R Barrow Street, Houma, LA 70360, from HTV10 (Folse Productions, Inc.), as represented by Mr. Martin Folse, 7938 Main Street, Houma, LA 70360, requested that the deposit in the amount of \$25,000.00 be returned, further, requested the re-advertisement of the Terrebonne Construction Company Property located at 240 and 240R Barrow Street, Houma, LA 70360, 244, 248, 250A, 252, and 252A Barrow Street, Houma, LA 70360, and 623 and 625 Belanger Street, Houma, LA 70360, and further, authorized the Board President and/or Superintendent to sign all necessary documents pertaining thereto.

The **Board of Directors** allowed the Superintendent and/or his designee to renew a lease with Dominique Blanchard, DBA, M-Power, 252 Barrow Street, Houma, LA 70360, for a monthly lease of five hundred (\$500.00) dollars on a month-to-month basis, commencing September 1, 2016, and further, authorized the Board President to sign all necessary documents pertaining thereto.

The **Board of Directors** allowed the Superintendent and/or his designee to renew a lease with Le Petit Theatre de Terrebonne, Inc., 252-A Barrow Street, Houma, LA 70360, for a monthly lease of three hundred twenty-five (\$325.00) dollars on a month-to-month basis, commencing August 1, 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,

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Roger Dale DeHart, President

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L. P. Bordelon, III, Secretary/Treasurer

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Vicki Bonvillain

MH

Mr. Stan Duval, Board Attorney, addressed the Board regarding the foregoing report.

Following a lengthy discussion, Mr. Duplantis moved, seconded by Mr. Bordelon, that the Board receive the foregoing report of the Board of Directors of Terrebonne Construction Company, Inc. in its entirety.

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

**YEAS:** Mr. Harding, Mr. Jackson, Mrs. Benoit, Dr. Babin, Mr. Bordelon, Mr. DeHart, Mr. Duplantis, and Ms. Bonvillain

**NAYS:** Mr. Thomas

**ABSENT:** None

President DeHart declared the motion to accept the foregoing report of the Board of Directors of Terrebonne Construction Company, Inc., in its entirety, carried, with the exception of Mr. Thomas who objected.

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

Superintendent Philip Martin announced, for informational purposes, the following personnel appointments and gave introductions:

- 1) Principal, Gibson Elementary School – LaCest Campbell
- 2) Principal, Legion Park Elementary School – Christina Robinson-Pink

Motion of Mr. Duplantis, seconded by Mrs. Benoit, unanimously carried, the Board voted to go into executive session, at this time (7:12 P.M.), relative to a parent appeal for early readmission of Student #132485.

Motion of Mr. Duplantis, seconded by Dr. Babin, unanimously carried, the Board reconvened in regular session with all members present (7:35 P.M.).

Motion of Mr. Duplantis, seconded by Mr. Harding, unanimously carried, the Board allowed Student #132485 to return to school on August 8, 2016, subject to signing a contract.

Motion of Mr. Duplantis, seconded by Dr. Babin, unanimously carried, the Board voted to adjourn its meeting **(7:40 P.M.)**.

/s/ Philip Martin, Secretary

/s/ Roger Dale DeHart, President

RLB