

PROCEEDINGS OF THE TERREBONNE PARISH SCHOOL BOARD

July 2, 2019

At the hour of 6:00 P.M., President Debi Benoit 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, President Benoit declared the Public Hearing was now 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 Mrs. Debi Benoit, president, presiding, and the following members present: Mrs. Stacy V. Solet, vice president; Mr. Michael T. LaGarde, Mr. Matthew J. Ford, Mr. Clyde F. Hamner, Mr. Roger Dale DeHart, Dr. MayBelle N. Trahan, and Mr. Dane Voisin.

ABSENT: Mr. Gregory Harding

Dr. Trahan led the Board and audience in the invocation and Pledge of Allegiance to the Flag.

Motion of Mr. Hamner, seconded by Dr. Trahan, unanimously carried, the Board approved the minutes of School Board Meeting of June 4, 2019, as recorded.

President Benoit 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. DeHart moved, seconded by Mrs. Solet, that the Board, by roll call vote, adopt the following resolution adopting the adjusted millage rate(s) for the Regular School Tax (Constitutional) and the Special School Tax (Maintenance) of the entire school system, all effective for 2019:

RESOLUTION NO. 1900

BE IT RESOLVED by the Terrebonne Parish School Board of the Parish of Terrebonne, Louisiana, in a public meeting held on July 2, 2019, 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 2019, for the purpose of raising revenue:

MILLAGE

Regular School Tax (Constitutional)

3.78 mills

Special School Tax (Maintenance)

5.29 mills

BE IT FURTHER RESOLVED that the Assessor of the Parish of Terrebonne shall extend upon the assessment roll for the year 2019 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. Michael T. LaGarde, Mr. Matthew J. Ford, Mrs. Debi Benoit, Mrs. Stacy V. Solet, Mr. Clyde F. Hamner, Mr. Roger Dale DeHart, Dr. MayBelle N. Trahan, and Mr. Dane Voisin

NAYS: None

ABSTAINED: None

ABSENT: Mr. Gregory Harding

President Benoit declared the adoption of the foregoing resolution carried.

Mr. Hamner moved, seconded by Mr. DeHart, that the Board adopt the following resolution designating the adjusted millage rate(s) and rolling forward to the increased rate(s) allowed by law for the Regular School Tax (Constitutional) and the Special School Tax (Maintenance) Millage for 2019:

RESOLUTION NO. 1901

BE IT RESOLVED by the Terrebonne Parish School Board of the Parish of Terrebonne, Louisiana, in a public meeting held on July 2, 2019, 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 2019, 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>2019 Levy</u>
<u>Regular School Tax (Constitutional)</u>	<u>3.78 mills</u>	<u>3.86 mills</u>
<u>Special School Tax (Maintenance)</u>	<u>5.29 mills</u>	<u>5.41 mills</u>

BE IT FURTHER RESOLVED that the Assessor of the Parish of Terrebonne, shall extend upon the assessment roll for the year 2019 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. Michael T. LaGarde, Mr. Matthew J. Ford, Mrs. Debi Benoit, Mrs. Stacy V. Solet, Mr. Clyde F. Hamner, Mr. Roger Dale DeHart, Dr. MayBelle N. Trahan, and Mr. Dane Voisin

NAYS: None

ABSTAINED: None

ABSENT: Mr. Gregory Harding

President Benoit declared the adoption of the foregoing resolution carried.

At this time, the Board recognized the following Louis Miller Terrebonne Career and Technical High School's 2019 SkillsUSA Louisiana State Gold winners who represented Terrebonne Parish at the National Conference in Louisville, Kentucky:

Sabastian Forest	South Terrebonne	Automotive Refinishing Technology
Thomas Krohn, Jr.	H. L. Bourgeois	Culinary Arts
Carroll Sapia	Ellender Memorial	Diesel Equipment Technology
Philip Lovell	H. L. Bourgeois	Diesel Equipment Technology
Brayden Lapeyrouse	South Terrebonne	Electrical Construction Wiring
Caleb Harsha	Terrebonne	Industrial Motor

The Board then recognized the following Allstate Sugar Bowl/LHSAA Division State Tennis Tournament – Boys Tennis Doubles Champions:

Ron Cox, Jr.	South Terrebonne High School
Landon LeBouef	South Terrebonne High School

Several announcements were made by President Benoit relative to upcoming meetings.

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

Dear Members of the Board:

The **FINANCE, INSURANCE, AND SECTION 16 LANDS COMMITTEE** met at 5:00 P.M. on Tuesday, June 18, 2019, in the Board Room of the School Board Office with the following members present: Mr. Clyde Hamner, chairman; Mr. Michael LaGarde, vice chairman, and Mrs. Stacy Solet. Also in attendance were Mrs. Debi Benoit, Board president; Mr. Dane Voisin, Dr. MayBelle Trahan, Mr. Roger Dale DeHart, Mr. Matthew Ford, Mr. Gregory Harding, Superintendent Philip Martin, and members of the staff.

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

Mrs. Rebecca Breaux, Chief Financial Officer, addressed the Committee on the result of Request for Proposals for Fiscal Agent Banking Services.

RECOMMENDATION NO. 1

The Committee recommends that the Board accept the proposal for Fiscal Agent Banking Services from Regions Bank, for a three (3) year contract, beginning July 1, 2019, and terminating June 30, 2022, with an option to renew for an additional three (3) years; 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 2019/2020:

- a. General Operating Fund
- b. 1 Cent Sales Tax Fund
- c. 1/2 Cent Sales Tax Fund
- d. 3/4 Cent Sales Tax Fund
- e. Child Nutrition Program Fund
- f. Special Revenue Funds

RECOMMENDATION NO. 2

The Committee recommends that the Board adopt the following Budget Adoption Resolution which provides for adopting the General Operating Fund, 1 Cent Sales Tax Fund, 1/2 Cent Sales Tax Fund, 3/4 Cent Sales Tax Fund, Child Nutrition Program Fund, and various Special Revenue Funds for the 2019/2020 Fiscal Year:

**TERREBONNE PARISH SCHOOL BOARD
BUDGET ADOPTION RESOLUTION**

RESOLUTION NO. ____

Resolution adopting operating budgets for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

BE IT RESOLVED by the Terrebonne Parish School Board that:

1. The Operating Budgets for the General Operating, 1 Cent Sales Tax, 1/2 Cent Sales Tax, 3/4 Cent Sales Tax, Child Nutrition Program and various Special Revenue Funds for the 2019/2020 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 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. 1 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 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 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 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 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 for 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 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 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, accompanied by 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. Breaux presented the 2018/2019 revised budgets for the Special Revenue Funds.

RECOMMENDATION NO. 3

The Committee recommends that the Board adopt the following 2018/2019 revised budgets for the Special Revenue Funds:

**Special Revenue Funds
Revised Budgets
2018/2019 Fiscal Year**

<u>FUND NUMBER</u>	<u>FEDERAL FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>REVISED BUDGET</u>
240	US DEPARTMENT OF HEALTH AND HUMAN SERVICES BLOCK GRANT Early Childhood Program-TANF Federal - Jobs for America's Graduates – TANF	\$2,096,777	0	\$2,096,777
	TOTAL	<u>70,726</u> \$2,167,503	<u>(3,570)</u> (3,570)	<u>67,156</u> \$2,163,933
560	ESSA TITLE IX-PART A MCKINNEY-VENTO HOMELESS Current Year 2018 Hurricane Education Recovery Assistance for Homeless Children and Youth	\$ 185,646	0	\$ 185,646
	TOTAL	<u>1,496</u> \$ 187,142	<u>1,224</u> 1,224	<u>2,720</u> \$ 188,366
750	ESSA IDEA SPECIAL EDUCATION IDEA Part B JAG AIM High Redesign Believe and Prepare PBIS High Cost Services	\$5,314,603 60,000 66,126 1,500 0 <u>176,934</u>	0 0 0 0 3,757 <u>13,454</u>	\$5,314,603 60,000 66,126 1,500 3,757 <u>190,388</u>
	TOTAL	\$5,619,163	17,211	\$5,636,374
<u>FUND NUMBER</u>	<u>STATE FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>REVISED BUDGET</u>
142	MFP LEVEL 4 FUNDING REVENUE Supplemental Course Allocation MFP Career Development Funds Career Development Funds – JAG High Cost Services	\$ 425,803 233,954 29,274 <u>530,802</u>	0 0 3,570 <u>0</u>	\$ 425,803 233,954 32,844 <u>530,802</u>
	TOTAL REVENUE	\$1,219,833	3,570	\$1,223,403
	EXPENDITURES Supplemental Course Allocation MFP Career Development	425,592 327,961	0 0	425,592 327,961

Funds			
Career			
Development			
Funds – JAG	29,274	3,570	32,844
High Cost Services	<u>530,802</u>	<u>0</u>	<u>530,802</u>
TOTAL			
EXPENDITURES	\$1,313,629	3,570	\$1,317,199
EXCESS			
(DEFICIENCY) OF			
REVENUES	(93,796)	0	(93,796)
BEGINNING FUND			
BALANCE	273,796	0	273,796
ENDING FUND			
BALANCE	\$ 180,000	0	\$ 180,000

<u>FUND NUMBER</u>	<u>LOCAL FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>REVISED BUDGET</u>
460	MISCELLANEOUS GRANTS			
	Chevron Basic Grant	\$ 25,000	0	\$ 25,000
	Conoco Phillips Project Lead the Way- Chevron/John Deere	0	5,000	5,000
		<u>60,000</u>	<u>30,000</u>	<u>90,000</u>
	TOTAL	\$ 85,000	\$35,000	\$ 120,000

Mrs. Breaux presented the 2018/2019 Variable Budgets.

RECOMMENDATION NO. 4

The Committee recommends that the Board adopt, as presented, the Final 2018/2019 Budgets for the designated funds, that the Board allow 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	MFP LEVEL 4 FUNDING			
	REVENUES	\$1,223,403		*
	EXPENDITURES	1,317,199		*
	BEGINNING FUND BALANCE	273,796		*
	ENDING FUND BALANCE	\$ 180,000		*
510	EDUCATION EXCELLENCE			
	REVENUE	\$ 327,174		*
	EXPENDITURES	344,715		*

	BEGINNING FUND			
	BALANCE		27,541	*
	ENDING FUND			
	BALANCE	\$	10,000	*
520	EC COMMUNITY NETWORK LEAD AGENCY	\$	22,920	*
550	CECIL J. PICARD LA4 PRE-K PROGRAM	\$	1,750,423	*
610	FORMULA TRANSITION-8(G) BELIEVE AND PREPARE	\$	1,500	*
630	LQEA 8(G) STUDENT ENHANCEMENT	\$	215,204	*
680	STATE ADULT EDUCATION	\$	240,920	*
	<u>FUND NUMBER</u>	<u>FEDERAL FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>
210	ESSA TITLE I-SRCL	\$	133,016	*
220	ESSA TITLE I	\$	9,224,864	*
225	ESSA DIRECT STUDENT SERVICES	\$	259,477	*
230	ESSA TITLE I-MIGRANT	\$	324,459	*
240	USDHHS TANF	\$	2,163,933	*
280	USDHHS CHILD CARE & DEV. BLOCK GRANT	\$	28,651	*
290	ESSA TITLE I-SCHOOL REDESIGN	\$	528,704	*
310	ESSA TITLE III	\$	97,320	*
320	ESSA TITLE IV A-SSAE	\$	519,774	*
370	ESSA TITLE II	\$	1,295,222	*
410	ESSA TITLE VII	\$	1,281,832	*
490	FEDERAL ADULT EDUCATION	\$	519,965	*
560	ESSA TITLE IX A	\$	188,366	*
590	FEDERAL VOCATIONAL EDUCATION	\$	243,290	*
750	SPECIAL EDUCATION IDEA	\$	5,636,374	*

760	SPECIAL EDUCATION IDEA PRESCHOOL	\$ 153,239		*	
	<u>FUND NUMBER</u>	<u>LOCAL FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>FINAL BUDGET</u>
110	GENERAL OPERATING FUND				
	REVENUES	\$128,268,229		*	
	EXPENDITURES	129,691,051		*	
	BEGINNING FUND BALANCE	16,901,674		*	
	ENDING FUND BALANCE	\$ 15,478,852		*	
150	CHILD NUTRITION PROGRAM FUND				
	REVENUES	\$ 10,043,123		*	
	EXPENDITURES	10,911,380		*	
	BEGINNING FUND BALANCE	2,533,094		*	
	ENDING FUND BALANCE	\$ 1,664,837		*	
170	1 CENT SALES TAX FUND				
	REVENUES	\$ 21,715,744		*	
	EXPENDITURES	24,258,352		*	
	BEGINNING FUND BALANCE	7,687,020		*	
	ENDING FUND BALANCE	5,144,412		*	
180	1/2 CENT SALES TAX FUND				
	REVENUES	\$ 10,425,035		*	
	EXPENDITURES	9,196,690		*	
	BEGINNING FUND BALANCE	3,851,509		*	
	ENDING FUND BALANCE	\$ 5,079,854		*	
190	3/4 CENT SALES TAX FUND				
	REVENUES	\$ 16,625,000		*	
	EXPENDITURES	16,644,283		*	
	BEGINNING FUND BALANCE	2,190,187		*	
	ENDING FUND BALANCE	\$ 2,170,904		*	
460	MISCELLANEOUS GRANTS	\$ 120,000		*	
470	BILLABLE SERVICES	\$ 353,142		*	
740	TEXTBOOKS & MATERIALS FUND				
	REVENUES	\$ 1,096,560		*	
	EXPENDITURES	1,795,560		*	

	BEGINNING	FUND		
	BALANCE		1,180,382	*
	ENDING	FUND		
	BALANCE		\$ 481,382	*
880	BUILDING FUND			
	REVENUES		\$ 3,230,000	*
	EXPENDITURES		4,899,878	
	BEGINNING	FUND		
	BALANCE		14,516,411	*
	ENDING	FUND		
	BALANCE		\$12,846,533	*
884	CAPITAL PROJECTS			
	FUND-SERIES 2016			
	REVENUES		\$ 331,321	*
	EXPENDITURES		5,963,425	*
	BEGINNING	FUND		
	BALANCE		5,632,104	*
	ENDING	FUND		
	BALANCE		\$ 0	*
930	WORKERS			
	COMPENSATION			
	FUND			
	REVENUES		\$ 904,124	*
	EXPENDITURES		823,550	*
	BEGINNING	FUND		
	BALANCE		2,207,759	*
	ENDING	FUND		
	BALANCE		\$ 2,288,333	*
940	LOSS FUND			
	REVENUES		\$ 1,398,000	*
	EXPENDITURES		1,640,997	*
	BEGINNING	FUND		
	BALANCE		3,171,322	*
	ENDING	FUND		
	BALANCE		\$ 2,928,325	*
950	GROUP INSURANCE			
	CLAIMS FUND			
	REVENUES		\$45,210,000	*
	EXPENDITURES		46,967,000	*
	BEGINNING	FUND		
	BALANCE		8,078,925	*
	ENDING	FUND		
	BALANCE		\$ 6,321,925	*

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 April 2019 are approximately 0.5% higher than April 2018.

There being no further business to come before the **Finance, Insurance, and Section 16 Lands Committee**, the meeting adjourned at 5:18 P.M.

Respectfully submitted,

Clyde Hamner, Chairman

Michael LaGarde, Vice Chairman

Stacy Solet

RB/bp

Motion of Mrs. Solet, seconded by Mr. LaGarde, unanimously carried, the Board accepted the proposal for Fiscal Agent Banking Services from Regions Bank, for a three (3) year contract, beginning July 1, 2019, and terminating June 30, 2022, with an option to renew for an additional three (3) years; and further, authorized the Board president to sign all necessary documents pertaining thereto.

Mrs. Benoit moved, seconded by Mrs. Solet, that the Board adopt the Budget Adoption Resolution which provides for adopting the General Operating Fund, 1 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 2019-2020 Fiscal Year.

Mr. LaGarde, seconded by Mr. Ford, offered a substitute motion, that the Board adopt the Budget Adoption Resolution which provides for adopting the General Operating Fund, 1 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 2019-2020 Fiscal Year, excluding the salary increase for the Turnaround Specialist to be revisited in the future.

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

YEAS: Mr. LaGarde, Mr. Ford, Mr. Hamner, Mr. DeHart, and Dr. Trahan

NAYS: Mrs. Benoit, Mrs. Solet, and Mr. Voisin

ABSENT: Mr. Harding

Chairman Hamner declared the foregoing substitute motion carried, and the following resolution adopted:

**TERREBONNE PARISH SCHOOL BOARD
BUDGET ADOPTION RESOLUTION**

RESOLUTION NO. 1902

Resolution adopting operating budgets for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

BE IT RESOLVED by the Terrebonne Parish School Board that:

1. The Operating Budgets for the General Operating, 1 Cent Sales Tax, 1/2 Cent Sales Tax, 3/4 Cent Sales Tax, Child Nutrition Program and various Special Revenue Funds for the 2019/2020 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 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. 1 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 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 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 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 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 for 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 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 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, accompanied by 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.

Motion of Mr. DeHart, seconded by Mr. LaGarde, unanimously carried, the Board adopted the 2018/2019 revised budgets for the Special Revenue Funds, as presented and outlined in the foregoing report.

Motion of Mrs. Solet, seconded by Mrs. Benoit, unanimously carried, the Board adopted, as presented and outlined in the foregoing report, the Final 2018/2019 Budgets for the designated funds, allowed 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.

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

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

Dear Members of the Board:

The **BUILDINGS, FOOD SERVICE, AND TRANSPORTATION COMMITTEE** met immediately following the 5:00 P.M. Finance, Insurance, and Section 16 Lands Committee on Tuesday, June 18, 2019, in the Board Room of the School Board Office with the following members present: Mr. Gregory Harding, chairman; Mr. Dane Voisin, vice chairman, and Mr. Roger Dale DeHart. Also in attendance were Mrs. Debi Benoit, Board president; Mrs. Stacy Solet, Board vice president; Dr. MayBelle Trahan, Mr. Clyde Hamner, Mr. Michael LaGarde, Mr. Matthew Ford, Superintendent Philip Martin, and members of the staff.

Chairman Harding 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 Requests for Proposals received for Architectural and/or Electrical and/or Mechanical Engineering and/or Civil Engineering Services.

RECOMMENDATION NO. 1

The Committee recommends that the Board distribute future architectural and engineering service projects through individual contracts with the following firms upon compliance and acceptance of the School Board's current fee schedule, for a contract time period from July 1, 2019, through June 30, 2021, and further, authorize the Board president to sign all necessary documents pertaining thereto, subject to Board attorney review:

All South Consulting Engineers, LLC
302 School Street
Houma, LA 70360

Castagnos Engineering, LLC

1211 Lafayette Street
Houma, LA 70360

Duplantis Design Group, PC

314 East Bayou Rd.
Thibodaux, LA 70301

GIS Engineering, LLC

197 Elysian Dr.
Houma, LA 70363

Houston J. Lirette, Jr.

179 Enterprise Dr.
Houma, LA 70360

The Merlin Group, Ltd.

1100 Barataria Avenue
Houma, LA 70360

Providence Engineering & Design, LLC

991 Grand Caillou Rd.
Houma, LA 70363

T. Baker Smith, LLC

412 South Van Avenue
Houma, LA 70363

Craig C. Hebert

836 Belanger Street
Houma, LA 70360

Cheremie and Bruce Architects, APC

7905 Main Street
Houma, LA 70360

Mr. Constrantiche addressed the Committee regarding acceptance of bids received for Auxiliary Department Materials, Equipment, Supplies, and Services.

RECOMMENDATION NO. 2

The Committee recommends that the Board accept the lowest bids received, meeting all specifications, on Auxiliary Department Materials, Equipment, Supplies, and Services from the following vendors for a period of 12 months from (July 1, 2019, to June 30, 2020), with two (2) additional one (1) year options to renew at the same price, terms, and conditions, and further, authorize the Board president to sign all necessary documents pertaining thereto:

Section 1: **Chiller/Boiler Mechanic, HVAC Mechanic Services**

LeBlanc & Associates, LLC
132 Intracoastal Dr.
Houma, LA 70363

Section 2: **Air Conditioning New General Supplies**

A/C Supply, Inc.
P. O. Box 23667
Harahan, LA 70183

Section 3: **Air Conditioning - New OEM Parts Only**

CIS Supply
600 Time Saver Ave.
Harahan, LA 70123

- Section 4: **Air Conditioning - New Compressors**
 CIS Supply
 600 Time Saver Ave.
 Harahan, LA 70123
- Section 5: **Air Conditioning - New Window Units**
 LeBlanc & Associates, LLC
 132 Intracoastal Dr.
 Houma, LA 70363
- Section 6: **V Belts**
 Bluewater Rubber and Gasket
 1131 Barrow Street
 Houma, LA 70360
- Section 7: **General Electrical Labor Service**
 Shockwave Electric, LLC
 503 S. Hollywood Rd.
 Houma, LA 70360
- Section 8: **Electrical Equipment and Supplies**
 Bayou Black Electric
 5086 Hwy. 311
 Houma, LA 70360
- Section 9: **Electric Motor Repair**
 Gulf South Armature, Inc.
 8550 Park Ave.
 Houma, LA 70363
- Section 10: **Light Bulbs**
 Valley Supply Co.
 1000 Barataria Ave.
 Houma, LA 70360
- Section 11: **Plumbing Services**
(Exterior)
 No Bid
- (Interior)**
 Volute, Inc.
 313 Venture Blvd.
 Houma, LA 70360
- Section 12: **New Plumbing Equipment (Individual Items)**
 Coburn Supply Company
 5186 Highway 311
 Houma, LA 70360
- Section 13: **Plumbing Supplies**
 Coburn Supply Company
 5186 Highway 311
 Houma, LA 70360
- Section 14: **Carpenter/Craftsmen Labor Service**
 No Bid
- Section 15: **New Building Supplies**
 Morrison Terrebonne Lumber Center, LLC
 605 Barataria Avenue
 Houma, LA 70360
- Section 16: **Foil Type Insulation Products**
 Morrison Terrebonne Lumber Center, LLC

605 Barataria Avenue
Houma, LA 70360

- Section 17: **Ceiling Tile & Grid Installation Labor Service**
Barrett Interiors Specialty & Supply, Inc.
102 Capital Blvd.
Houma, LA 70360
- Section 18: **Ceiling Tile Supplies**
Morrison Terrebonne Lumber Center, LLC
605 Barataria Avenue
Houma, LA 70360
- Section 19: **Floor Tile Removal and Installation Services**
A & R Floor Center, Inc.
278 Highway 3185
Thibodaux, LA 70301
- Section 20: **Exterior Replacement Doors**
Dwayne's Glass & Mirror Works, Inc.
1425 West Tunnel Blvd.
Houma, LA 70360
- Section 21: **Locksmith, Parts and Labor**
No Bids
- Section 22: **Glass and Mirror Cutting Services**
Dwayne's Glass & Mirror Works, Inc.
1425 West Tunnel Blvd.
Houma, LA 70360
- Section 23: **Painting Services**
No Bid
- Section 24: **Window Blinds Supplies and Services**
A & R Floor Center, Inc.
278 Highway 3185
Thibodaux, LA 70301
- Section 25: **Environmental Abatement and/or Lead Paint, Mold/Mildew Remediation**
No Bid
- Section 26: **Fence Installation Services**
No Bid
- Section 27: **Fence Supplies**
Stephens's Pipe & Steel, LLC
3609 Highway 1 N
Port Allen, LA 70767
- Section 29: **Aluminum Canopy Supplies**
No Bid
- Section 30: **Tree Trimming and Cutting Services**
Rock's Lawn Care/Stump Out, LLC
126 Shamrock Drive
Gray, LA 70359
- Section 31: **Equipment Rental**
Ironman Industrial, LLC
2131 Bayou Blue Rd.
Houma, LA 70364

Section 32: **Equipment Rental with Operator**

No Bid

Section 33: **Crane Operator Services**

Volute, Inc.
313 Venture Blvd.
Houma, LA 70360

Section 34: **Welding Services**

Volute, Inc.
313 Venture Blvd.
Houma, LA 70360

Section 35: **Concrete Work and Repair Services**

No Bid

Section 36: **Topsoil, River Sand, Limestone, Drainage, and Machinery**

No Bid

Section 37: **Grease Trap and Sewer Sump Station Services**

A-1 Vacuum Services
P. O. Box 1833
Gray, LA 70359

Section 38: **New Treatment Plant Parts**

Integrated Treatment Systems & Supplies, Inc.
1809 Grand Caillou Rd.
Houma, LA 70363

Section 39: **Miscellaneous Custodial Supplies**

Economical Janitorial & Paper Supplies, LLC
P. O. Box 23607
New Orleans, LA 70183-3607

Section 40: **New Cafeteria Equipment or Repair Parts**

LeBlanc & Associates, LLC
132 Intracoastal Dr.
Houma, LA 70363

Mr. Constrantiche addressed the Committee regarding certain items to be declared as surplus.

RECOMMENDATION NO. 3

The Committee recommends that the Board declare as surplus certain outdated, unserviceable, and/or broken items, including, but not limited to, items such as TVs, cafeteria tables, food warmers, and computer cabinets, and further, authorize that these items be sold at a future auction/surplus sale.

Superintendent Martin addressed the Committee regarding approval of Cooperative Endeavor Agreement relative to the transfer of the Fletcher Technical Community College building located at 310 St. Charles Street, Houma, Louisiana, from Louisiana Community and Technical College System on behalf of Fletcher Technical Community College to the Terrebonne Parish School Board (attached).

RECOMMENDATION NO. 4

The Committee recommends that the Board approve, as presented, the Cooperative Endeavor Agreement between the Terrebonne Parish School Board and the Louisiana Community and Technical College System on behalf of Fletcher Technical Community College, transferring ownership of

the Fletcher Technical Community College Building and Improvements located at 310 St. Charles Street, Houma, Louisiana, to the Terrebonne Parish School Board, and further, authorize the Board president to sign all necessary documents pertaining thereto, pending Board attorney review.

Superintendent Martin addressed the Committee regarding the relocating of East Street Alternative School to the Elysian Fields Middle School building.

RECOMMENDATION NO. 5

The Committee recommends that the Board authorize the Superintendent to relocate East Street Alternative School to the Elysian Fields Middle School building.

Superintendent Martin addressed the Committee regarding declaring the East Street Alternative School building as surplus.

RECOMMENDATION NO. 6

The Committee recommends that the Board declare as surplus the building located at 609 East Street, Houma, LA, (East Street Alternative School), authorize the Superintendent to have the property appraised, and authorize the sale of said property in accordance with applicable laws, all transactions subject to Board attorney review, and further, authorize the Board president to sign all necessary documents pertaining thereto.

Superintendent Martin addressed the Committee regarding purchase of batture property located at 10405 East Park Avenue, Houma, LA, and adjacent to South Terrebonne High School (attached).

RECOMMENDATION NO. 7

The Committee recommends that the Board authorize the purchase of two bayou side batture lots located at 10405 East Park Avenue, Houma, LA, and adjacent to South Terrebonne High School property, for \$40,000.00, funds to be derived from the General Operating Fund, subject to Board attorney review, and further, authorize the Board president and/or superintendent to sign all necessary documents pertaining thereto.

Mr. Constrantiche addressed the Committee regarding leasing of the vacant East Houma Elementary School facility.

RECOMMENDATION NO. 8

The Committee recommends that the Board authorize the advertisement for lease of the vacant East Houma Elementary School facility.

Superintendent Martin addressed the Committee regarding a list of buildings and property for possible sale, as requested by the Board (attached).

Superintendent Martin addressed the Committee regarding air-conditioning pipes at Terrebonne High School (attached).

Mrs. Monica Walther, MS, RD, LDN, Supervisor, Child Nutrition Program, addressed the Committee regarding Community Eligibility Provision (attached).

Mr. Stevie Smith, All South Consulting Engineers, LLC, addressed the Committee regarding an update of Elementary Playground Equipment (attached).

Mr. Danny Hebert, P.E., dba Civil and Environmental Consulting Engineers, addressed the Committee regarding construction update of artificial turf installation at Terrebonne and South Terrebonne High School Stadiums.

Mr. Merlin Lirette, AIA, CEFP, The Merlin Group, Ltd., addressed the Committee regarding a construction update of the Mulberry Elementary School addition. The Committee was presented with an alternate floor plan for the addition (attached).

Mr. Lirette addressed the Committee regarding a construction update of the new Southdown Elementary School (attached).

Mr. Sammy Poiencot, Plant Operations Manager, addressed the Committee regarding maintenance updates.

There being no further business to come before the **Buildings, Food Service, and Transportation Committee**, the meeting was adjourned at 6:36 P.M.

Respectfully submitted,

Gregory Harding, Chairman

Dane Voisin, Vice Chairman

Roger Dale DeHart

SP/sn

Motion of Mr. DeHart, seconded by Mr. Ford, unanimously carried, the Board distributed future architectural and engineering service projects through individual contracts with the following firms, upon compliance and acceptance of the School Board's current fee schedule, for a contract time period from July 1, 2019, through June 30, 2021, and further, authorized the Board president to sign all necessary documents pertaining thereto, subject to Board attorney review:

All South Consulting Engineers, LLC
302 School Street
Houma, LA 70360

Castagnos Engineering, LLC
1211 Lafayette Street
Houma, LA 70360

Duplantis Design Group, PC
314 East Bayou Rd.
Thibodaux, LA 70301

GIS Engineering, LLC
197 Elysian Dr.
Houma, LA 70363

Houston J. Lirette, Jr.
179 Enterprise Dr.
Houma, LA 70360

The Merlin Group, Ltd.
1100 Baratavia Avenue
Houma, LA 70360

Providence Engineering & Design, LLC

991 Grand Caillou Rd.
Houma, LA 70363

T. Baker Smith, LLC

412 South Van Avenue
Houma, LA 70363

Craig C. Hebert

836 Belanger Street
Houma, LA 70360

Cheremie and Bruce Architects, APC

7905 Main Street
Houma, LA 70360

Motion of Mr. DeHart, seconded by Mr. Hamner, unanimously carried, the Board accepted, as presented and outlined in the foregoing report, the lowest bids received, meeting all specifications, on Auxiliary Department Materials, Equipment, Supplies, and Services from the various vendors for a period of 12 months from (July 1, 2019, to June 30, 2020), with two (2) additional one (1) year options to renew at the same price, terms, and conditions, and further, authorized the Board president to sign all necessary documents pertaining thereto.

Motion of Mr. Hamner, seconded by Mr. DeHart, unanimously carried, the Board declared as surplus certain outdated, unserviceable, and/or broken items, including, but not limited to, items such as TVs, cafeteria tables, food warmers, and computer cabinets, and further, authorized that these items be sold at a future auction/surplus sale.

Motion of Dr. Trahan, seconded by Mr. Hamner, unanimously carried, the Board approved, as presented, the Cooperative Endeavor Agreement between the Terrebonne Parish School Board and the Louisiana Community and Technical College System, on behalf of Fletcher Technical Community College, transferring ownership of the Fletcher Technical Community College Building and Improvements located at 310 St. Charles Street, Houma, Louisiana, to the Terrebonne Parish School Board, and further, authorized the Board president to sign all necessary documents pertaining thereto, pending Board attorney review.

Mr. DeHart moved, seconded by Mrs. Benoit, that the Board authorize the Superintendent to relocate East Street Alternative School to the Elysian Fields Middle School building.

Mr. Zechariah Brewer, citizen, addressed the Board regarding the foregoing motion.

Following a lengthy discussion, a roll call vote having been called for on the foregoing motion, the vote thereon was as follows:

YEAS: Mr. Ford, Mrs. Benoit, Mrs. Solet, Mr. DeHart, and Mr. Voisin

NAYS: Mr. LaGarde, Mr. Hamner, and Dr. Trahan

ABSENT: Mr. Harding

Vice Chairman Voisin declared the foregoing motion carried.

Motion of Mrs. Benoit, seconded by Mrs. Solet, unanimously carried, the Board declared as surplus the building located at 609 East Street, Houma, LA, (East Street Alternative School), authorized the Superintendent to have the property appraised, and authorized the sale of said property in accordance with

applicable laws; all transactions subject to Board attorney review, and further, authorized the Board president to sign all necessary documents pertaining thereto.

Motion of Mrs. Benoit, seconded by Dr. Trahan, unanimously carried, the Board authorized the purchase of two bayou side batture lots located at 10405 East Park Avenue, Houma, LA, and adjacent to South Terrebonne High School property, for \$40,000.00, funds to be derived from the General Operating Fund, subject to Board attorney review, and further, authorized the Board president and/or superintendent to sign all necessary documents pertaining thereto.

Motion of Mr. DeHart, seconded by Mrs. Solet, unanimously carried, the Board authorized the advertisement for lease of the vacant East Houma Elementary School facility.

The report of the Buildings, Food Service, and Transportation Committee meeting was concluded, and President Benoit 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 4, 2019, in the Board Room of the School Board Office with the following members present: Mrs. Debi Benoit, president; Mrs. Stacy Solet, vice president, and Mr. Michael LaGarde. Also in attendance were Mr. Matthew Ford, Mr. Clyde Hamner, Mr. Roger Dale DeHart, Mr. Dane Voisin, Dr. MayBelle Trahan, 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).

There were no Committee member concerns

There being no further business to come before the **Executive Committee**, the meeting was adjourned at 5:41 P.M.

Respectfully submitted,

Debi Benoit, President

Stacy Solet, Vice President

Michael LaGarde

RB/bp

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

The Executive Committee report was concluded.

Motion of Mr. Voisin, unanimously seconded, unanimously carried, the Board approved the addition of \$1,000 to each teacher-based pay scale, and the addition of \$500 to each support personnel pay scale, as per SCR 3 of the 2019

Legislative Session, pending official notification from the State Department of Education.

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

- 1) Principal, Evergreen Jr. High School – Dr. Madge Gautreaux
- 2) Principal, School for Exceptional Children – Sharnell Thompson
- 3) Principal, Lisa Park Elementary School – Misty Richard
- 4) Assistant Principal, South Terrebonne High School – Ashley Soudelier
- 5) Assistant Principal, Terrebonne High School – Tiffany LaGarde
- 6) Master Teacher, Terrebonne High School – Lakisha Nelson
- 7) Master Teacher, South Terrebonne High School – Erin Pitre

At this time, Superintendent Martin presented the following personnel actions for the period of May 24, 2019, through June 21 2019 [list of professional instructional and non-instructional/support personnel (appointments, resignations, termination, and retirements – Information Only)]:

New Employees - Non-Instructional Personnel

Name	Position		Location	Effective Date
BOURGEOIS, WEBSTER	CUSTODIAN III-A 12M		MULBERRY ELEMENTARY	06/04/19
GUIDRY, TAD	CUSTODIAN III-A 12M		MULBERRY ELEMENTARY	05/28/19
STARKS, TAMMBRA	CUSTODIAN III-A 12M		ACADIAN ELEMENTARY	06/13/19

Resignations - Professional Instructional Personnel

*** Please note that resignations and retirements received during the months of June had an effective date of their last day of the 2018-19 school session.**

Name	Position	Certification	Location	Term Code	Term Date
AUFDERHAR, KYLE	INSTR MUSIC TCHR9.5M	Certified	ELLENDER MEMORIAL HIGH	Resigned	05/24/19
CANAN, JESSICA	ELEM 1-8 TEACHER	Certified	HOUMA JUNIOR HIGH	Resigned	05/24/19
GUIDRY, SARAH	ELEM 1-8 TEACHER	Certified	ELYSIAN FIELDS MIDDLE	Resigned	05/24/19
MARCHIVE, SHERRY	ESL TEACHER	Certified	WEST PARK ANNEX - FEDERAL	Resigned	05/24/19

Resignations - Non-Instructional Personnel

Name	Position		Location	Term Code	Term Date
BOUDREAUX, AMANDA	ECSE PARA		BROADMOOR ELEMENTARY	Resigned	05/24/19
HOWARD, ASIA	BUS DRIVER REG ED		TRANSPORTATION	Resigned	06/03/19
LINA, KAYLEE	PRE-K PARA		OAKSHIRE ELEMENTARY	Resigned	05/24/19
MALVEAUX, DAVID	A/C HEAT MAINT MECH		MAINTENANCE	Terminated	05/31/19

Retirements - Professional Instructional Personnel

Name	Position	Service Years	Location	Term Code	Term Date
CARLOS, PAMELA	ELEM 1-8 TEACHER	30.80 YEARS	GRAND CAILLOU MIDDLE	Service Retirement	05/24/19
LIRETTE, MICHAEL	CAR & TECH TCHR 9.5M	11.97 YEARS	TERRE CAREER AND TECH HIGH	Service Retirement	05/29/19

PELLEGRIN, WINONA	BUSINESS/COE TCHR10M	33.20 YEARS	SOUTH TERREBONNE HIGH	Service Retirement	05/24/19
RHODES, VICKIE	ED DIAGNOSTICIAN	33.00 YEARS	WEST PARK ANNEX SP ED	Service Retirement	06/05/19

President Benoit addressed the Board regarding "Matter pertaining to re-scheduling of future Executive Committee meeting dates." She stated that beginning in August 2019, the Executive Committee will become a part of the rotation schedule of the other Standing Committees of the Board (3rd Tuesday of each month), following the Finance, Insurance, and Section 16 Lands Committee.

At this time, President Benoit requested a deviation from the regular order of the agenda.

Motion of Mr. Voisin, seconded by Mr. Hamner, unanimously carried, the Board deviated from the regular order of the agenda to address the recent proclamation received by Governor John Bel Edwards, as it relates to declaring Friday, July 5, 2019, as a State holiday.

Motion of Mr. DeHart, unanimously seconded, unanimously carried, the Board adopted the following proclamation dated June 28, 2019, from Governor John Bel Edwards, as it relates to declaring Friday, July 5, 2019, as a State holiday for Terrebonne Parish Schools:

**STATE OF LOUISIANA
PROCLAMATION NUMBER 102 JBE 2019**

LEGAL STATE HOLIDAY – JULY 5, 2019

WHEREAS pursuant to R.S. 1:55(A)(1) and (B)(1)(a), Independence Day, Thursday, July 4, 2019, is a legal holiday and a day of public rest in the State of Louisiana which is observed by the departments of the State;

WHEREAS R.S. 1:55(B)(3) empowers the Governor to authorize, by Executive Proclamation, the observance by the departments of the State of other holidays and half-holidays that the Governor deems in keeping with efficient administration; and

WHEREAS the citizens of the State of Louisiana and the officers and employees of the departments of the State will benefit from an additional legal holiday during a period when Americans traditionally gather together to remember and celebrate our country's independence.

NOW THEREFORE I, JOHN BEL EDWARDS, Governor of the State of Louisiana, by virtue of the authority vested by the Constitution and laws of the State of Louisiana, do hereby order and direct as follows:

SECTION 1: Thursday, July 4, 2019, is a legal holiday. Friday, July 5, 2019, is declared a legal holiday in the State of Louisiana and shall be observed as a day of public rest.

SECTION 2: Insofar as practicable, the appointing authorities and/or heads of all institutions, offices and departments of the State (hereafter "appointing authority") shall permit the officers and employees under their control to observe Thursday, July 4, and Friday, July 5, 2019, as a day of public rest. Nonetheless, an appointing authority shall have discretion to require officers or employees to work on the holiday when, in the appointing authority's judgment, it is required for the efficient administration of a State facility, the

operation of which is necessary and indispensable to the citizens of this State.

IN WITNESS WHEREOF, I have set my hand officially and caused to be affixed the Great Seal of Louisiana in the City of Baton Rouge, on this 28th day of June 2019.

John Bel Edwards, Governor of Louisiana

The Board returned to the regular order of the agenda.

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

/s/ Philip Martin, Secretary

/s/ Debi Benoit, President

RLB