

# TERREBONNE

## Parish School District

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

Engage, Educate, and Empower Every Student, Every Day

Notice Posted: \_\_\_\_\_  
(Date) (Time)

## NOTICE OF PUBLIC HEARING/MEETING

I. A Public Hearing will be held as follows:

DATE: July 2, 2019

TIME: 6:00 P.M.

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

1. Discuss Increase of Adjusted Millage Rate not to Exceed the Prior Year's Maximum Rate

Close Public Hearing: Adjourn

II. A Public Meeting will be held as follows:

DATE: July 2, 2019

TIME: 6:10 P.M. - Immediately following Public Hearing

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

## AGENDA

1. Call to Order

2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes of School Board Meeting of June 4, 2019

**RECOMMENDATION:** That the Board approve the minutes of School Board Meeting of June 4, 2019, as recorded.

## **OLD BUSINESS**

1. None

## **NEW BUSINESS**

1. Adopt the Adjusted Millage Rate(s)

- **READ RESOLUTION IN FULL**

**RECOMMENDATION:** That the Board 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. 1**

**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:**

**NAYS:**

**ABSTAINED:**

**ABSENT:**

2. Set Forth the Adjusted Millage Rate(s) and Roll Forward to Millage Rate(s) not exceeding the maximum authorized rate(s)

● **READ RESOLUTION IN FULL**

**RECOMMENDATION:** 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. 2**

**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:**

**NAYS:**

**ABSTAINED:**

**ABSENT:**

6. Recognition and Announcements

A. Special Recognition of Louis Miller Terrebonne Career & 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

### B. Special Recognition of 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

### C. Announcements

**7/4**            4<sup>th</sup> of July Holiday

#### **7/16**

5:00 Buildings, Food Service, & Transportation Committee  
Education, Technology, & Policy Committee  
Finance, Insurance, & Section 16 Lands Committee

#### **8/6**

5:00 Retiree Reception

5:30 Executive Committee - **CANCELLED**

6:00 Regular School Board Meeting

## 7. Board Committee Meeting Reports

A. Finance, Insurance, & Section 16 Lands Committee (See Attached Committee Report of June 18, 2019, Meeting)

- B. Buildings, Food Service, & Transportation Committee (See Attached Committee Report of June 18, 2019, Meeting)
- C. Executive Committee (See Attached Committee Report of June 4, 2019, Meeting)

8. Superintendent's Agenda

A. Agenda Items

- (1) Matter pertaining to State Pay Increase, Per SCR 3 of the 2019 Legislative Session

**RECOMMENDATION:** That the Board add \$1,000 to each teacher-based pay scale, and add \$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.

- (2) Personnel Section

- (a) Personnel Announcements and Introductions (Information Only)

- 1) Principal, Evergreen Jr. High School – 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

(b) Personnel Actions for Period of May 24, 2019,  
through June 21, 2019 [lists of professional  
instructional and non-instructional/support  
personnel actions (appointments, resignations,  
termination, and retirements – Information Only)]

9. Individual School Board Member

A. Mrs. Debi Benoit – Matter pertaining to Re-scheduling of Future  
Executive Committee Meeting Dates

10. Adjournment

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

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

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

RLB

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

July 2, 2019

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**

<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>
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	\$185,646	0	\$185,646
	2018 Hurricane Education Recovery Assistance for Homeless Children and Youth	<u>1,496</u>	<u>1,224</u>	<u>2,720</u>
	TOTAL	\$187,142	1,224	\$188,366

750	ESSA IDEA SPECIAL EDUCATION IDEA Part B	\$5,314,603	0	\$5,314,603
	JAG AIM High	60,000	0	60,000
	Redesign	66,126	0	66,126
	Believe and Prepare	1,500	0	1,500
	PBIS	0	3,757	3,757
	High Cost Services	<u>176,934</u>	<u>13,454</u>	<u>190,388</u>
	TOTAL	\$5,619,163	17,211	\$5,636,374

<b><u>FUND NUMBER</u></b>	<b><u>STATE FUNDS</u></b>	<b><u>CURRENT BUDGET</u></b>	<b><u>INCREASE (DECREASE)</u></b>	<b><u>REVISED BUDGET</u></b>
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142	MFP LEVEL 4 FUNDING REVENUE Supplemental Course Allocation MFP	\$425,803	0	\$425,803
	Career Development Funds	233,954	0	233,954
	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 REVENUE	\$1,219,833	3,570	\$1,223,403

EXPENDITURES  
Supplemental  
Course Allocation

MFP	425,592	0	425,592
Career Development Funds	327,961	0	327,961
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>	<u>FINAL BUDGET</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,

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Clyde Hamner, Chairman

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Michael LaGarde, Vice Chairman

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Stacy Solet

RB/bp

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

July 2, 2019

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

**Cheramie 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 Aveune, 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,

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Gregory Harding, Chairman

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Dane Voisin, Vice Chairman

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Roger Dale DeHart

SP/sn

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

July 2, 2019

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,

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Debi Benoit, President

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Stacy Solet, Vice President

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Michael LaGarde

RB/bp