

PROCEEDINGS OF THE TERREBONNE PARISH SCHOOL BOARD

November 4, 2003

The Terrebonne Parish School Board met today at 7:00 P.M. in regular session at its regular meeting place, the Terrebonne Parish School Board Office, 201 Stadium Drive, Houma, Louisiana, with Mr. Clark J. Bonvillain, President, presiding, and the following members present: Mr. L. P. Bordelon, III, Vice-President; Mr. Roosevelt Thomas, Mr. Gregory Harding, Mr. Richard Jackson, Mr. Rickie Pitre, Mr. Donald Duplantis, and Mr. Hayes Badeaux.

ABSENT: Mr. Roger Dale DeHart

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

A moment of silence was observed in memory of Cory Ragsdale, student, and Ms. Paulette Hartman, retired paraprofessional, who recently passed away.

Motion of Mr. Duplantis, seconded by Mr. Thomas, unanimously carried, the Board approved the minutes of the School Board Meeting of October 21, 2003, as recorded.

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

Dear Members of the Board:

The FINANCE, INSURANCE, and SECTION 16 LANDS COMMITTEE met in the Board Room of the School Board Office, 201 Stadium Drive, at 5:00 P.M. on Monday, October 20, 2003, with the following members present: Mr. Donald Duplantis, Chairman; Mr. L. P. Bordelon, III, Vice-Chairman; and Mr. Hayes Badeaux. Also in attendance were Mr. Richard Jackson, Mr. Roosevelt Thomas, Superintendent Elizabeth Scurto, and members of the staff.

Mr. Duplantis called the meeting to order. The meeting began with a prayer and the Pledge of Allegiance to the Flag.

Mr. Horace Thibodaux, T. Baker Smith & Son, informed the Committee that the Louisiana Department of Natural Resources Coastal Restoration Division is willing to review Section 16, Township 19 South, Range 16 East for use in their small dredge program. He stated that if this Section is accepted it could lead to possible utilization of other Section 16 Lands in the coastal restoration process. He also informed the Committee that he and Mr. Herbert Carreker would be going to the site along with the LA Department of Natural Resources representatives. He further stated that if all goes well, official requests to do this program would be submitted to the Committee for approval.

Mrs. Rebecca Breaux reviewed several original budgets for fiscal year 2003-2004.

**RECOMMENDATION NO. 1**

The Committee recommends that the Board adopt the following 2003-2004 original budget for the Loss Fund:

**ORIGINAL 2003-2004 LOSS FUND BUDGET**

Revenue:

Interest Income \$ 7,000

Other Financing Sources - Transfers in	
Auto Liability	293,497
General Liability	114,848
Errors & Omissions Liability	17,015
Uninsured Liability	20,000
Claims Administration	44,000
Safety and Loss Control	5,500
Third Party Recovery	<u>10,000</u>
Total	<u>511,860</u>

Expenditures:	
General Administration - Audit Fee	35
Electrical Panel - Grand Caillou Elementary School	
Architect Fees	7,400
Construction Costs	67,600
Safety and Loss Control	5,500
Claims Administration	44,000
Excess Liability Insurance Premium	217,730
Auto Liability Claims	358,800
General Liability Claims	140,400
Errors & Omissions Liability Claims	20,800
Uninsured Liability Claims	20,000
Property Claims	<u>29,000</u>
Total Expenditures	<u>911,265</u>
Net Operating Gain (Loss)	(399,405)
Retained Earnings:	
Beginning	<u>1,222,936</u>
Ending-Designated for Future Losses	<u>\$823,531</u>

#### RECOMMENDATION NO. 2

The Committee recommends that the Board adopt the following 2003-2004 original budget for the Group Insurance Claims Fund:

#### ORIGINAL 2003-2004 GROUP INSURANCE CLAIMS FUND BUDGET

REVENUES	
Interest Income	\$ 95,000
Insurance Premium Billings	23,443,000
Claim Recoveries - All types	350,000
Transfer from General Fund	<u>441,005</u>
TOTAL	<u>24,329,005</u>
EXPENSES	
Claims Paid	22,296,092
Claims Revenues	394,640
Financial Audit Fees	6,000
Actuary Fees	3,500
PPO Access Fees	52,000
RX Drug Administration Fees	1,000
Advantage Card Service	18,500
Utilization Review	71,000
Dental Administration Fees	66,000
Life Insurance Premiums	885,000
Minimum Premium	1,016,000
Claims Administration	<u>509,000</u>
TOTAL	<u>25,318,732</u>
NET INCOME (LOSS)	<u>(989,727)</u>

#### RETAINED EARNINGS

Beginning	<u>1,270,106</u>
Ending	<u>\$ 280,379</u>

**RECOMMENDATION NO. 3**

The Committee recommends that the Board adopt the following 2003-2004 original budget for the Building Fund:

**ORIGINAL 2003-2004 BUILDING FUND BUDGET****REVENUE AND OTHER FINANCING SOURCES:**

Revenue	
Interest Income	\$5,000.00
Transfers from General Fund	
Exterior Door Replacements	10,000.00
PA Systems - Parishwide	<u>14,000.00</u>
<b>TOTAL REVENUES AND OTHER SOURCES</b>	<b><u>29,000.00</u></b>

**APPROPRIATIONS:**

General Administration: Audit Fee	10.00
HVAC - H.L. Bourgeois Computer Lab	6,100.00
Sewer - Auxiliary Services	94,294.01
PA/Intercom - Parishwide	16,484.00
Lighting - STHS	41,126.96
Exterior Door Replacements	30,206.79
Siding - Gibson Elementary	12,938.99
Kitchen Hood - East Houma Elementary	23,040.84
Ventilation - Terrebonne High (Old Gym)	67,766.46
Waterproofing Main Building - Lacache	<u>49,000.00</u>
<b>TOTAL APPROPRIATIONS</b>	<b><u>340,968.05</u></b>

<b>EXCESS OF APPROPRIATIONS OVER REVENUES AND TRANSFERS IN</b>	<b>(311,968.05)</b>
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**FUND BALANCE**

Beginning	<u>327,785.08</u>
Ending - Designated for Future Projects	<u>\$15,817.03</u>

The Committee deviated from the regular order of the agenda to allow Mrs. Breaux to present the 2003-2004 original budget for the Workers' Compensation Fund, then returned to the regular order of the agenda.

**RECOMMENDATION NO. 4**

The Committee recommends that the Board adopt the following 2003-2004 original budget for the Workers' Compensation Fund:

**ORIGINAL 2003-2004 WORKERS' COMPENSATION FUND BUDGET****Revenue & Other Sources**

Interest	\$ 500
Rate Charges to Other Funds	<u>655,933</u>
<b>TOTAL</b>	<b><u>656,433</u></b>

**EXPENSES**

Self-Insured Claims Incurred	423,640
Excess Loss Policies	68,305
Claims Administration and Loss Control	41,000
Second Injury Fund	0
Annual Assessment	0
Bond and Filing Fees	100
Financial Audit Fees	<u>150</u>

	TOTAL	<u>533,195</u>
Net Income		123,238
Retained Earnings:		
Beginning		<u>51,446</u>
Ending		<u>\$174,684</u>

Mrs. Breaux then reviewed several revised budgets for fiscal year 2003-2004.

**RECOMMENDATION NO. 5**

The Committee recommends that the Board adopt the following 2003-2004 revised budget for the 3/4 Cent Sales Tax Fund:

**REVISED 3/4 CENT SALES TAX FUND 2003-2004 BUDGET**

	2003/2004 Original Budget	<u>CHANGES</u>	2003/2004 October Revision
<b>REVENUES</b>			
Sales Tax	\$ 12,896,444	\$0	\$ 12,896,444
Interest	<u>59,000</u>	<u>0</u>	<u>59,000</u>
TOTAL	12,955,444		12,955,444
<b>Expenditures and Other Financing Uses</b>			
Expenditures	1,562,170	196,474	1,758,644
Other Financing Uses	<u>11,393,274</u>	<u>0</u>	<u>11,393,274</u>
TOTAL	<u>12,955,444</u>	<u>196,474</u>	<u>13,151,918</u>
Excess of Revenue or (Expenditures)	0	(196,474)	(196,474)
<b>FUND BALANCE</b>			
Beginning	360,193	1,361,599	1,721,792
Ending Fund Balance			
Designated for BAND Uniforms	90,000	0	90,000
Reserved for -			
Instructional Programs	<u>270,193</u>	<u>1,165,125</u>	<u>1,435,318</u>
TOTAL Ending Fund Balance	<u>\$ 360,193</u>	<u>\$1,165,125</u>	<u>\$ 1,525,318</u>

**RECOMMENDATION NO. 6**

The Committee recommends that the Board adopt the following 2003-2004 revised budgets for Special Revenue Funds:

**REVISED 2003-2004 SPECIAL REVENUE FUNDS**

<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>
370	NCLB TITLE II – EISENHOWER Act	\$ 1,848,199		
	-Prior Year-Staff Development		15,730	
	-Enhancing Education through Technology		26,444	\$ 1,890,373

<b>410</b>	<b>INDIAN EDUCATION</b>	<b>\$420,631</b>		
	-Current-INDIAN		(60,370)	\$360,261
<b>490</b>	<b>FEDERAL ADULT EDUCATION</b>	<b>\$ 312,050</b>		
	-Current Year		(31,121)	
	-Prior Year		14,034	
	-Adult Ed Family Literacy-Current Year		36,337	
	-Family Literacy-Prior Year		297	
	-English Literacy/Civics-Prior Year		808	
			\$332,405	
<b>560</b>	<b>NCLB-TITLE X FUND</b>			
	PART C	<b>\$83,523</b>		
	Current Year		15,000	
	Prior Year		(3,434)	
	Discretionary Funds		3,436	98,525
<b>750</b>	<b>IDEA</b>	<b>\$3,586,902</b>		
	-Prior Year-Preschool		3,292	\$3,590,194
<b>FUND NUMBER</b>	<b>STATE FUNDS</b>	<b>CURRENT BUDGET</b>	<b>INCREASE (DECREASE)</b>	<b>REVISED BUDGET</b>
430	Teacher Assessment	\$ 98,489		(7,064)
	91,425			\$
510	EDUCATION EXCELLENCE			
	REVENUE	\$ 160,887	593,380	\$ 754,267
	EXPENDITURES	\$ 160,887	642,699	\$ 803,586
	EXCESS (DEFICIENCY) OF			
	REVENUE	\$ -0-	(49,319)	\$ (49,319)
	FUND BALANCE:BEGINNING	\$ -0-	49,319	\$ 49,319
	ENDING FUND BALANCE	\$ -0-	-0-	\$ -0-
520	K-3 Reading/Math Initiative	\$325,759	(5,058)	\$ 320,701
620	8(g) SUPERIOR TEXTBOOKS	\$ 27,496	\$ (4,876)	\$ 22,620
680	STATE ADULT EDUCATION	\$138,823		
	-Adult Ed Basic Grant		(23,142)	
	-General Fund Transfer		2,306	\$ 117,987
720	REMEDIATION	\$505,648		
	-LEAP 21 Tutoring		(10,513)	
	-LEAP Summer		107,467	\$ 602,602
730	STATE LIBRARY ALLOTMENT			
	REVENUE:			
	MFP – Library	\$ 51,975	-0-	\$ 51,975
	EXPENDITURES	\$ 51,975	2,976	\$ 54,951
	EXCESS (DEFICIENCY) OF			
	REVENUE	\$ -0-	(2,976)	\$ (2,976)
	FUND BALANCE:BEGINNING	\$ -0-	2,976	\$ 2,976
	ENDING FUND BALANCE	\$ -0-	-0-	\$ -0-
740	STATE TEXTBOOKS			
	REVENUE:			
	-MFP Textbooks	\$621,775	-0-	\$621,775
	-Nonpublic Textbooks	80,481	( 2,434)	78,047
	-Lost/Damaged Books	2,000	-0-	2,000
	-Sales Tax Transfer	<u>591,895</u>	<u>-0-</u>	<u>591,895</u>
	TOTAL	\$1,296,151	(2,434)	\$1,293,717

EXPENDITURES:			
-Textbooks	\$1,390,670	34,987	\$1,425,657
-Nonpublic Textbook	<u>80,481</u>	<u>(2,434)</u>	<u>78,047</u>
TOTAL	\$1,471,151	32,553	\$1,503,704
EXCESS (DEFICIENCY) OF REVENUE			
	\$ (175,000)	(34,987)	\$ (209,987)
FUND BALANCE:BEGINNING	\$ 175,000	34,987	\$ 209,987
ENDING FUND BALANCE	\$ -0-	-0-	\$ -0-

<u>FUND NUMBER</u>	<u>LOCAL FUNDS</u>	<u>CURRENT BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>REVISED BUDGET</u>
<b>420</b>	<b>MEDICAID REIMBURSEMENT FUND</b>			
	REVENUE	\$ 233,103	(233,103)	\$ 0
	EXPENDITURES	\$ 254,585	(254,585)	\$ 0
	OTHER FINANCING USES			
	TRANSFER TO GENERAL FUND	\$ 0	203,533	\$ 203,533
	EXCESS DEFICIENCY OF REVENUE	\$ (21,482)	(182,051)	\$ (203,533)
	FUND BALANCE:BEGINNING	\$ 96,284	107,249	\$ 203,533
	ENDING FUND BALANCE	\$ 74,802	(74,802)	\$ 0

Superintendent Elizabeth Scurto addressed the Committee relative to the request from the Employee Representative Committee to dissolve the Mineral Trust Fund. She discussed the origin and intent of the Fund.

#### RECOMMENDATION NO. 7

The Committee recommends that the Board, as per request of the Employee Representative Committee (meeting of July 10, 2003), dissolve the Mineral Trust Fund (\$98,346.18 as of September 30, 2003, less 13.8% employer retirement cost - \$13,571.77) or an approximate \$84,774.41 to eligible employees as of October 1, 2003, such distribution to be made as per Board motion of October 13, 1987, to professional school employees including those qualified employees on sabbatical leave at the building level and said distribution to be included in the November 2003 regular payroll check.

There being no further business to come before the Finance, Insurance, and Section 16 Lands Committee, the meeting adjourned at 5:27 P.M.

Respectfully submitted,

/s/ Donald Duplantis, Chairman  
/s/ L. P. Bordelon, III, Vice-Chairman  
/s/ Hayes Badeaux

Motion of Mr. Bonvillain, seconded by Mr. Bordelon, unanimously carried, the Board adopted the 2003-2004 original budget for the Loss Fund, as outlined in the foregoing report.

Motion of Mr. Badeaux, seconded by Mr. Harding, unanimously carried, the Board adopted the 2003-2004 original budget for the Group Insurance Claims Fund, as outlined in the foregoing report.

Motion of Mr. Jackson, seconded by Mr. Bordelon, unanimously carried, the Board adopted the 2003-2004 original budget for the Building Fund, as outlined in the foregoing report.

Motion of Mr. Badeaux, seconded by Mr. Jackson, unanimously carried, the Board adopted the 2003-2004 original budget for the Workers' Compensation Fund, as outlined in the foregoing report.

Motion of Mr. Jackson, seconded by Mr. Harding, unanimously carried, the Board adopted the 2003-2004 revised budget for the  $\frac{3}{4}$  Cent Sales Tax Fund, as outlined in the foregoing report.

Motion of Mr. Jackson, seconded by Mr. Harding, unanimously carried, the Board adopted the 2003-2004 revised budgets for Special Revenue Funds, as outlined in the foregoing report.

Motion of Mr. Badeaux, seconded by Mr. Thomas, unanimously carried, the Board, per request of the Employee Representative Committee (meeting of July 10, 2003), dissolved the Mineral Trust Fund (\$98,346.18 as of September 30, 2003, less 13.8% employer retirement cost - \$13,571.77) or an approximate \$84,774.41 to eligible employees as of October 1, 2003, such distribution to be made as per Board motion of October 13, 1987, to professional school employees, including those qualified employees on sabbatical leave at the building level, said distribution to be included in the November 2003 regular payroll check.

The Finance, Insurance, and Section 16 Lands Committee report was concluded, and the President reassumed the chair and presided for the remainder of the proceedings.

At this time, President Bonvillain recognized Mr. Gene Bonvillain, Terrebonne Parish Assessor, who was in attendance at tonight's meeting.

The Executive Committee report was presented to the Board.

Motion of Mr. Duplantis, seconded by Mr. Jackson, unanimously carried, the Board received the following Executive Committee report in its entirety:

Dear Members of the Board:

The Executive Committee met at 5:30 P.M. on Tuesday, October 21, 2003, in the Board Conference Room of the School Board Office with the following members present: Mr. Clark Bonvillain, President; Mr. L. P. Bordelon, III, Vice-President; Mr. Richard Jackson, and Mr. Rickie Pitre. Others in attendance were Superintendent Elizabeth Scurto, Mr. Harris Henry, and Mrs. Rebecca Breaux.

The meeting began with a prayer 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 being no further business to come before the Executive Committee, the meeting was adjourned.

Respectfully submitted,

/s/ Clark J. Bonvillain, President  
 /s/ L. P. Bordelon, III, Vice-President  
 /s/ Richard Jackson  
 /s/ Rickie Pitre

The Executive Committee report was concluded.

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

Motion of Mr. Duplantis, seconded by Mr. Badeaux, unanimously carried, the Board received the following report of the Board of Directors of Terrebonne Construction Company, Inc. in its entirety:

Dear Members of the School Board:

The **Board of Directors of Terrebonne Construction Company, Inc.** met at 6:00 P.M. on Tuesday, October 21, 2003, in the Board Conference Room of the School Board Office with the following members present: Mr. Clark Bonvillain, President; Mr. L. P. Bordelon, III, Secretary-Treasurer; Mr. Richard Jackson, and Mr. Rickie Pitre. Others in attendance were Mr. Hayes Badeaux, Superintendent Elizabeth Scurto, Mr. Harris Henry, and Mrs. Rebecca Breaux.

The **Board of Directors** received the September 2003 financial statement (attachment).

The **Board of Directors** authorized the Superintendent and/or her designee to negotiate a new lease with Mr. Charles Ryan for one/half (½) of the building at 623 Belanger effective February 1, 2004, for a term of two (2) years terminating January 31, 2006, for eight-hundred (\$800.00) dollars per month, and authorized the Board President to sign all necessary documents pertaining thereto.

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

Respectfully submitted,

/s/ Clark Bonvillain, President  
 /s/ L. P. Bordelon, III, Secretary-Treasurer  
 /s/ Richard Jackson  
 /s/ Rickie Pitre

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

Motion of Mr. Duplantis, unanimously seconded, unanimously carried, the Board requested that the following information, as presented by Superintendent Scurto, be spread across the minutes:

**AMERICAN EDUCATION WEEK: NOVEMBER 16-22, 2003**

American Education week will be observed on November 16-22, 2003, in Terrebonne Parish Schools. This special week focuses attention on the importance of education and all that it stands for. Annually, the week preceding the week of Thanksgiving is proclaimed American Education Week.

**EDUCATIONAL SUPPORT PERSONNEL DAY: NOVEMBER 19, 2003**

Educational Support Personnel Day will be observed in Terrebonne Parish Schools on November 19, 2003. Annually, the Wednesday in American Education Week is designated as a special day to honor the many contributions of school support employees. School districts, parents, and students will pay tribute to school support personnel on this annual observance of Educational Support Personnel Day.

Motion of Mr. Badeaux, seconded by Mr. Duplantis, unanimously carried, the Board authorized the Maintenance/Purchasing Departments to install a double classroom building at South Terrebonne High School from Comark Building Systems, Inc. for a contract price of \$44,982.00, established a project budget not to exceed \$60,000.00 (including an estimated \$15,000.00 for infrastructure requirements),

monies to be derived from the FY 2003-2004 General Fund, and further, authorized the Board President to sign all necessary documents pertaining thereto.

Motion of Mr. Bordelon, seconded by Mr. Pitre, unanimously carried, the Board approved a request to allow Ms. Peggy Marcel, Assistant Principal; Ms. Dorothy Fontenot and Ms. Jill Seely, Title I Teachers; and Ms. Marilyn Domangue, Title I Paraprofessional, Village East School, to attend the Accelerated Math Training one-day seminar in Gulfport, Mississippi, November 18, 2003 (Tuesday), in accordance with Policy (FILE: F-11.2), expenses to be borne by NCLB Title I Funds.

Motion of Mr. Jackson, seconded by Mr. Pitre, unanimously carried, the Board approved a request to allow Ms. Lena K. McCarthy, Classroom Teacher at Terrebonne High School, to attend the ACTE Annual Convention/Career Tech Expo in Orlando, Florida, December 11-14, 2003 (Thursday-Sunday), in accordance with Policy (FILE: F-11.2), expenses to be borne by Region 3 Tech Prep Consortium.

Motion of Mr. Jackson, seconded by Mr. Bordelon, unanimously carried, the Board approved a request to allow Ms. Dona Detiveaux, Ms. Wanda Duplantis, and Ms. Gaynal Raynal, Reading Recovery Teachers at Oakshire Elementary School; Ms. Claudia Chauvin, Ms. Linda Landry, and Ms. Carolyn Moore, Reading Recovery Teachers at Schriever Elementary School; and Ms. Celestine Thomas, Reading Recovery Teacher at Southdown Elementary School, to attend the 2004 National Reading Recovery and Early Literacy Conference in Columbus, Ohio, January 31 - February 3, 2004 (Saturday-Tuesday), in accordance with Policy (FILE: F-11.2), expenses to be borne by NCLB Title I Funds.

Motion of Mr. Duplantis, seconded by Mr. Jackson, unanimously carried, the Board approved a request to allow Ms. Karen Guidry, Guidance Counselor at Lisa Park School, to attend the American Counseling Association (ACA) Annual Conference in Kansas City, Missouri, April 1-4, 2004 (Thursday-Sunday), in accordance with Policy (FILE: F-11.2), expenses to be borne by Lisa Park School and personal finances.

Motion of Mr. Badeaux, seconded by Mr. Jackson, unanimously carried, the Board approved a request to allow Mr. Gerald Picou, Supervisor of Federal Programs, and Ms. Ann Picou, Title I Reading Coordinator in the Federal Department, to attend the 49<sup>th</sup> Annual International Reading Association Convention in Reno-Tahoe, Nevada, May 2-6, 2004 (Sunday-Thursday), in accordance with Policy (FILE: F-11.2), expenses to be borne by IASA Title I Fund.

Motion of Mr. Duplantis, seconded by Mr. Bordelon, unanimously carried, the Board approved a request to allow Mr. Walt Prejean, Data Processing Manager; Ms. Bernadette Mabile, Data Coordinator; Ms. Judy Martin, Chief Accountant; and Ms. Debbie Bourgeois, Payroll Manager, in the Central Office, to attend the annual Carter^Pertaine National Users' Group Meeting in South Padre Island, Texas, February 17-20, 2004 (Tuesday-Friday), in accordance with Policy (FILE: F-11.2), expenses to be borne by Finance and Data Processing budgeted funds.

Motion of Mr. Jackson, seconded by Mr. Pitre, unanimously carried, the Board approved the personnel appointment of Ms. Tonya Allen, Reading Curriculum Specialist, as recommended by the Superintendent, effective November 5, 2003.

Motion of Mr. Bordelon, seconded by Mr. Thomas, unanimously carried, the Board approved a family and medical leave in accordance with Policy (FILE: F-11.4a) for Ms. Carrie Lindsey, school food service technician at Gibson Elementary School, beginning October 23, 2003, through February 5, 2004.

At this time, the Board decided to remain in regular session relative to "Matter Pertaining to Employee - Mr. Nathan Naquin [Executive Session Required Pursuant to R.S. 42:6.1A(1)]." Mr. Naquin was not in attendance at tonight's meeting.

Mr. Clayton Lovell, Board Attorney, addressed the Board regarding the foregoing motion.

Motion of Mr. Duplantis, seconded by Mr. Badeaux, unanimously carried, the Board revoked Mr. Nathan Naquin's suspension with pay.

Motion of Mr. Duplantis, seconded by Mr. Jackson, unanimously carried the Board declared School Bus Unit #27 as surplus, and in the event East Feliciana Parish Sheriff's Office wishes to purchase said bus, the Board hereby authorizes the Superintendent/designee to negotiate a price and execute an "Act of Sale" to sell Unit #27 to East Feliciana Parish Sheriff's Office, and further, if East Feliciana Parish Sheriff's Office does not purchase Unit #27, that the Board authorize the Purchasing Department to dispose of said bus in an appropriate manner, pending Board attorney review.

Mr. Herbert Carreker addressed the Board regarding the foregoing motion.

Motion of Mr. Duplantis, seconded by Mr. Badeaux, unanimously carried, the Board amended Resolution #1724 (S16-T18S-R17E), as presented by Mr. Carreker, to include a more comprehensive description of the 124.2954 acres nominated for an oil, gas, and/or liquid or gaseous hydrocarbon mineral lease.

Motion of Mr. Duplantis, seconded by Mr. Pitre, unanimously carried, the Board rescheduled the agenda deadline for the December 2, 2003, School Board Meeting to noon Monday, November 24, 2003 (due to Thanksgiving holidays).

Motion of Mr. Duplantis, seconded by Mr. Badeaux, unanimously carried, the Board voted to adjourn its meeting (7:38 P.M.).

/s/ Elizabeth Scurto, Secretary  
President

/s/ Clark J. Bonvillain,

RLB