

CHECK REQUEST FORM

RECEIVED

FEB 08 2017

Date Requested: 2.6.17

Requested By:

Dorothy Nezey

BUDGET & ACCOUNTING

Supervisor Approval:

Donald Aguillard ✓

Check Payable To:

Hammonds, Sills, Adkins, & Guice, LLP ✓

Address:

2431 Acadian Thruway, Suite 600

City, State, Zip:

Baton Rouge, LA 70808

RECEIVED

Social Security No.(If Applicable):

OR

FEB 10 2017

Employee ID# (required for employees):

BUDGET & ACCOUNTING

Amount

Account Number/Title

\$16,050.99 ✓

7-001-01107-000-0000-0000-731319-00000-9 ✓

\$

Title:

Legal - All Other Attorneys *2/9/17*

Title:

Total

\$16,050.99 /

Description/Purpose of Request

Payment on Invoice #20170175 for professional services and expenses
incurred thru December 31, 2016 ✓

Date Needed By:

Next check run

This Section For Business Office Use Only

Manual Check

✓ Regular Processing

01 Fund

Batch No.

2/17 weekly G/L Date

117150 Vendor No.

Grant Accountant (If Applicable)

H. LeBlanc

Approval (If Applicable)

RECEIVED

FEB 10 2017

ACCOUNTS PAYABLE

HAMMONDS, SILLS, ADKINS & GUICE, LLP

BATON ROUGE and MONROE
2431 S. ACADIAN THRUWAY, SUITE 600
BATON ROUGE, LA 70808
FEDERAL TAX I.D. [REDACTED]

RECEIVED

FEB 03 2017

LAFAYETTE PARISH
SCHOOL BOARD
SUPERINTENDENT'S OFFICE

January 30, 2017

Dr. Donald Aguiard, Superintendent
Lafayette Parish School Board
P. O. Drawer 2158
Lafayette, LA 70502-2158

INVOICE # 20170175

FOR PROFESSIONAL SERVICES RENDERED
AND EXPENSES INCURRED

THRU DECEMBER 31, 2016

PROFESSIONAL SERVICESHours Amount**ADVICE & COUNSEL**

12/1/2016	RLH	Placed telephone call to S. Thibodeaux regarding pupil appraisal personnel salary issue and other matters; e-mails to and from S. Thibodeaux regarding same.	0.50
	RLH	Placed telephone call to S. Thibodeaux regarding possible positions available for plaintiff; forwarded e-mail to B. Blackwell, plaintiff's counsel, regarding status of settlement discussions; e-mails to and from S. Thibodeaux regarding same. (Adv. Trahan)	0.70
	CTJ	Drafted, reviewed and revised opinion letter regarding court injunction blocking implementation of revised overtime rules and actions required of board.	2.10
	DAB	Receipt and review of email correspondence from B. Blackwell regarding [REDACTED] brief review of personnel file in connection with same and prepared reply email correspondence to B. Blackwell; began brief review of numerous faxes received from superintendent's office; brief review of issues related to [REDACTED]	0.80
12/2/2016	TTM	Researched legal issues arising from proposed conditional donation of floor refinishing at Northside High School; teleconferenced with K. Bordelon and Superintendent Aguiard regarding same.	2.20
	EMA	Research regarding multi-party land purchase in Broussard.	0.60
	DAB	Telephone conference with School Board member regarding various matters related to proposed renovations at Lafayette High School; numerous follow-up correspondence to/from School Board member	2.50

		<u>Hours</u>	<u>Amount</u>
	and staff in connection with same, including review of photographs and information regarding scholarship program/donation in connection with same; began review and consideration of information related to proposed cooperative endeavor for property in Broussard to build new elementary school; brief analysis and consideration of issues related to compensation for earned sick leave time; additional analysis and consideration of potential legal and ethics issues related to proposed donation of renovations at Lafayette High School; receipt and review of email-notification from BoardDocs regarding New Featured Meeting: Regular Board Meeting - First Monthly Meeting scheduled for 12/7/16; receipt and review of email-notification from BoardDocs regarding New Featured Meeting: Joint Meeting of the Facilities/Finance Committees scheduled for 12/6/16.		
12/2/2016 CFH	Office conference with T. Manieri regarding Cooperative Endeavor Agreement to refinish gym floor.	0.50	NO CHARGE
12/5/2016 EMA	Conference call with L. Francis regarding RFQ; concerning call with M. Dugas regarding tri-party cooperative endeavor agreement for purchase of future school site; exchanged multiple emails with M. Dugas regarding Co Op; drafted Co Op; drafted and sent email to M. Dugas; conference call with M. Dugas; edited Co Op; research regarding Co Op.	7.80	
WTS	Received, reviewed, and responded to email from Mr. Thibodeaux regarding OCR information requests.	0.10	
WTS	Received, reviewed, and responded to emails from Ms. Dehm regarding services and accommodations issues; conference via phone with Ms. Dehm and staff regarding same.	0.80	
DAB	Receipt and review of e-notification from BoardDocs regarding Change to Active Agenda Item: Regular Board Meeting, First Monthly Meeting - Item: 5.16 Approval of Architect for Westside Elementary Temporary Campus Sitework Package; brief review and consideration of issues related to requested accommodation for 18 year old student with diabetes; receipt and review of email-notification from BoardDocs regarding New Featured Meeting: Regular Board Meeting - First Monthly Meeting - revised.	0.60	
CFH	Telephone conversation with L. Francis regarding RFQ for architectural services for temporary repairs/facilities for flood damaged school.	0.30	
12/6/2016 RLH	Telephone conference with Superintendent Aguillard regarding possible agreement with attorney relative to resurfacing of gym floor; research regarding same; reviewed draft of proposed cooperative endeavor agreement relative to same.	0.80	

		<u>Hours</u>	<u>Amount</u>
12/6/2016	TTM	Drafted cooperative endeavor agreement regarding refinishing of Northside High School boys' gym.	2.70
	TTM	Correspondence with K. Bordelon and D. Aguillard regarding Northside Gym Floor Cooperative Endeavor Agreement and revised Cooperative Endeavor Agreement based on comments from K. Bordelon.	1.10
	EMA	Reviewed email from K. Bordelon regarding Broussard Co Op; sent email from M. Dugas regarding Broussard Co Op; reviewed email from M. Dugas regarding Broussard Co Op; reviewed email from M. Dugas ; reviewed email from S. Richard regarding dental MOU; edited document; sent email to S. Richard regarding dental MOU; reviewed email from S. Richard; reviewed Co Op regarding gym floor logo.	3.90
	DAB	Brief analysis and discussion of issues related to donation of renovations at Lafayette High School and possible options/alternatives in light of same; receipt and review of email-notification from BoardDocs regarding New Featured Meeting: Regular Board Meeting - First Monthly Meeting - 2nd revision.	0.60 NO CHARGE
	CFH	Office conference with T. Manieri regarding Cooperative Endeavor Agreement to refinish gym floor.	0.50 NO CHARGE
12/7/2016	EMA	Reviewed email from D. Aguillard regarding Broussard Co Op; reviewed email from M. Dugas regarding Co Op; reviewed agenda items for LPSS meeting; drafted and sent email to M. Dugas; reviewed email regarding attorney for plantation.	1.10
	DAB	Examination of agenda items and materials attached to same in preparation for discussion/addressing same in connection with regular School Board meeting of 12/7/16; review, analysis, and consideration of proposed revision to Policy GAMJ--Miscellaneous Conditions of Employment and adoption of new Policy GAMJA--Accommodations for Breastfeeding Mothers and history of communication and correspondence with staff regarding recommendations in connection with same; review, analysis, and consideration of proposed revision to Policy EDD: School Bus Scheduling and Routing, for action on 12/7/16 agenda; review, analysis, and consideration of proposed revised/new Principal Job Description for action on 12/7/16 agenda; review of Cooperative Endeavor Agreement prepared in connection with Lafayette High School gymnasium repairs; receipt and review of email correspondence from T. Smith forwarding copy of new lawsuit filed by K. Breaux on 12/1/16.	2.30
	CFH	Office conference with B. Hammonds regarding agenda items for tonight's board meeting.	0.50 NO CHARGE

		<u>Hours</u>	<u>Amount</u>
12/8/2016	RLH	Received and responded to e-mail from S. Thibodeaux regarding teacher arrested for spousal abuse.	0.20
	RLH	Reviewed petition; forwarded e-mail to T. Smith forwarding case to her office for handling. (Adv. Romero)	0.30
	RLH	Reviewed petition for damages and forwarded e-mail to T. Smith regarding defense of case. (Adv. Conejo)	0.30
	RLH	Reviewed petition; e-mails to T. Smith forwarding case for handling of defense. (Adv. Cathy Breaux)	0.40
	RLH	Reviewed petition for damages; forwarded e-mail to T. Smith regarding defense. (Adv. Mamou)	0.30
	RLH	Received and responded to e-mail from S. Thibodeaux regarding hiring person not complying with job description qualifications.	0.30
	TTM	Reviewed materials from board meeting regarding Northside gym floor Cooperative Endeavor Agreement and researched policy considerations regarding granting of naming rights to third parties; correspondence with Superintendent Aguillard regarding same.	0.90
	TTM	Correspondence with D. Aguillard regarding development of naming rights policy.	0.30
	EMA	Reviewed email from S. Hebert regarding drainage; reviewed email from M. Dugas regarding site drainage; conference call with M. Dugas; call to T. Scalfo regarding Co Op; drafted and sent email to M. Dugas regarding meeting with City; reviewed email from M. Dugas regarding engineering opinion	1.70
	DAB	Numerous email correspondence to and from T. Smith and B. Hammonds regarding several recently filed lawsuits, service of citations and petitions, assignment of defense of same, procedure therefore, and various other related matters; search and review of 15th JDC/Lafayette clerk of court online docket for recent activity in referenced lawsuits and review, analysis, and consideration of various pleadings in various lawsuits in connection with same; brief review of several faxes recently received from Superintendent's office in connection with same.	1.10 NO CHARGE
12/9/2016	TTM	Correspondence with D. Aguillard regarding developing guidelines for the naming rights to third parties.	0.30
12/12/2016	RLH	Received telephone call from S. Thibodeaux regarding teacher exhibiting strange behavior and requirement of medical release before return to work.	0.20

		<u>Hours</u>	<u>Amount</u>
12/12/2016	MSL Reviewed accommodation request from doctor's office; provided advice and counsel to S. Thibodeaux regarding same.	0.60	
	DAB Received and reviewed of email-notification from BoardDocs regarding New Featured Meeting; Special Board Meeting scheduled for 12/14/16; continued brief review and consideration of several new lawsuits forwarded by T. Smith and/or M. Bernard and brief review of remaining faxes recently received from Superintendent's office in connection with same.	0.40	NO CHARGE
12/13/2016	TTM Reviewed draft policy regarding naming rights; correspondence with Forethought Consulting regarding same; drafted proposed edits to policy; research regarding same.	2.20	
	TTM Correspondence with K. Bordelon regarding Cooperative Endeavor Agreement for Northside gym floor refinishing; attempted multiple times to contact G. Armentor regarding same.	0.40	
12/14/2016	TTM Correspondence with K. Bordelon regarding negotiation of Cooperative Endeavor Agreement regarding Northside gym floor refinishing	0.30	
	DAB Received and reviewed email-notification from regarding New Featured Meeting; received and reviewed email correspondence from S. Thibodeaux forwarding copy of letter received from employee's attorney removal of disputed evaluation from employee's personnel file; brief review and consideration of said letter.	0.60	
12/15/2016	EMA Checked status regarding purchase of tract in Broussard; conference call with M. Dugas regarding same.	0.50	
	TTM Correspondence with K. Bordelon regarding Northside Cooperative Endeavor Agreement; teleconference with K. Bordelon and G. Armentor regarding same; edited Cooperative Endeavor Agreement to reflect conversations with school district and G. Armentor; provided summary of edits to all parties.	2.80	
	TTM Correspondence with J. Prescott regarding proposed policy concerning granting naming rights	0.60	
	DAB Brief analysis and consideration of outstanding issues related to securing of contractor for gym floor refinishing project at Lafayette High School.	0.20	NO CHARGE
12/16/2016	RLH Telephone conference with S. Thibodeaux and telephone conference with B. Blackwell, attorney for plaintiff, regarding [REDACTED] (Adv. Trahan)	0.30	
	TTM Proofread, edited, and prepared Northside Cooperative Endeavor Agreement for execution; correspondence with K. Bordelon and G. Armentor regarding revised Cooperative Endeavor Agreement;	2.70	

		<u>Hours</u>	<u>Amount</u>
	added addendum to Cooperative Endeavor Agreement regarding logo to be applied to gym floor.		
12/17/2016	DAB Receipt and review of email correspondence from K. Sam forwarding documentation received related to garnishment proceedings against employee; brief review and consideration of said documents forwarded for review.	0.30	
12/19/2016	RLH Telephone conference with S. Thibodeaux regarding [REDACTED] telephone conference with B. Blackwell, attorney for employee, regarding same. (Adv. Trahan)	0.30	
	RLH Communications with S. Thibodeaux and B. Blackwell, attorney for employee, regarding possible resolution of litigation by [REDACTED] (Adv. Trahan)	0.20	
	TTM Correspondence with K. Bordelon regarding Northside Cooperative Endeavor Agreement.	0.20	
	DAB Multiple email correspondence from and to T. Smith regarding new lawsuits regarding December 14, 2015 bus accident "Unassigned Suits; and other related matters.	0.50	
12/20/2016	CTJ Reviewed correspondence from K. Sam regarding garnishment filed against school employee; reviewed pleadings sent with garnishment request and reviewed applicable law to determine if all required documents were sent by the creditor-garnisher; sent follow-up correspondence to K. Sam regarding documents received by employer.	0.40	
	EMA Reviewed email from L. Francis regarding executive order; researched regarding title 39 request; reviewed LLA requirement/ guidance regarding small purchases; conference call with L. Francis; drafted correspondence to L. Francis regarding opinion; edited letter; drafted and sent email to L. Francis	4.30	
	DAB Receipt and review of email-notification from BoardDocs regarding New Featured Meeting: Regular Board Meeting - First Monthly Meeting scheduled for 1/4/17; brief review and consideration of garnishment matter received from K. Samuel; receipt and review of email correspondence from M. Bernard regarding matter of Mamou v. LPSS.	0.40	
12/21/2016	RLH Forwarded e-mail to B. Blackwell, attorney for employee, regarding dismissal of suit. (Adv. Trahan)	0.20	
	TTM Reviewed executed Cooperative Endeavor Agreement from G. Armentor contractor quote regarding floor refinishing from K. Bordelon; correspondence with K. Bordelon regarding school board's execution of Cooperative Endeavor Agreement	0.40	NO CHARGE

		<u>Hours</u>	<u>Amount</u>
12/21/2016	DAB Brief review and consideration of proposed resolution, documentation, and pleadings related to matters of Reaux v. LPSS and Trahan v. LPSS.	0.30	NO CHARGE
12/22/2016	TTM Correspondence with K.Bordelon regarding execution of Northside High School cooperative endeavor agreement.	0.40	
12/27/2016	EMA Received email from M. Dugas regarding changes to Co Op; studied revisions suggested by Plantation Inc.	1.40	
12/28/2016	JKG Drafted incentive agreement and forwarded to R. Hammonds.	1.20	
	EMA Reviewed email from M. Dugas regarding tax issue; drafted and sent email to M. Dugas regarding same; reviewed email from T. Selfo regarding tax issue; research regarding 1031 tax exchange/ IRS code; edited Co Op regarding Broussard land acquisition.	4.90	
12/29/2016	EMA Continued research regarding 1031 exchange under IRS Code; drafted and sent email to M. Dugas regarding costs to Board under 1031 exchange; completed list of decisions needed LPSS determination regarding Co Op; drafted analysis of revisions proposed by Plortetin; drafted lengthy email to D. Aguillard/ M. Dugas regarding Co Op.	4.90	
	DAB Receipt and review of opinion from Third Circuit COA granting rehearing in matter of Cooper v. Lafayette Parish School Board; brief review of various personnel matters including draft of letter for proposed employee termination, proposed contract for incentive pay, and other related matters.	0.30	
SUBTOTAL:		[71.50	\$12,495.00]
12/12/2016	RLH Reviewed file and began work on letter to employee; forwarded e-mail to S. Thibodeaux requesting documents related to previous incidents.	0.30	
12/13/2016	RLH Reviewed documentation from personnel file of employee and began dictation of draft of 10-day letter to employee; review of policy manual to determine policies possibly violated by employee conduct; prepared draft of charge letter to employee.	2.20	
12/29/2016	RLH Revised and forwarded to S. Thibodeaux draft of 10-day letter to employee.	0.30	
SUBTOTAL:		[2.80	\$630.00]

	<u>Hours</u>	<u>Amount</u>
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12/20/2016 MSL Prepared letter of representation to EEOC.

0.30

SUBTOTAL:

[0.30	\$67.50]
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WELCH, THAD (LAWSUIT)

12/2/2016 CTJ Prepared for hearing on exceptions; reviewed all relevant pleadings; reviewed case law cited in plaintiff's original and opposition briefs; outlined order of arguments; prepared documents for hearing.

2.30

12/4/2016 CTJ Completed preparing for hearing and organized necessary documents for hearing binder.

1.60

SUBTOTAL:

[3.90	\$682.50]
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YOUNGSHVILLE HIGH SCHOOL

12/8/2016 CFH Telephone conversation with K. Bordelon regarding incorporation of USDA contract revisions to Southside High School project via change order.

0.30

12/16/2016 CFH Received and reviewed email correspondence from bond counsel regarding checklist for closing on USDA loan for Southside High School; began analysis of same; telephone conversation with B. Guidry regarding same.

0.90

12/19/2016 CFH Telephone conversation with B. Guidry regarding execution of checklist for USDA loan closing for Southside High School construction; received and reviewed checklist; began review of information relating to same to confirm completion by LPSS.

2.20

12/21/2016 CFH Travel to Lafayette for meeting to close on USDA loan for Southside High School property.

1.30

CFH Participated in out of office conference with B. Guidry to review documents for compliance with USDA loan requirements.

1.30

CFH Participated in meeting to close on USDA loan for Southside High School property; subsequent conference with K. Bordelon regarding same.

2.10

CFH Return travel to Baton Rouge following meeting to close on USDA loan for Southside High School property.

1.00

SUBTOTAL:

[9.10	\$2,047.50]
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		<u>Amount</u>
SUBTOTAL PROFESSIONAL SERVICES RENDERED	87.60	\$15,922.50
EXPENSES INCURRED		
<u>ADVICE & COUNSEL</u>		
12/21/2016 Travel by CFH to Lafayette, LA to attend closing on USDA loan for Southside High School property.		\$63.72
12/31/2016 Copy Charges		\$3.75
SUBTOTAL:	[\$67.47]
<u>WELCH, THAD (LAWSUIT)</u>		
12/5/2016 Travel by CTJ to Lafayette, LA to attend hearing on exceptions.		\$61.02
SUBTOTAL:	[\$61.02]
SUBTOTAL FOR EXPENSES INCURRED		\$128.49
TOTAL AMOUNT DUE FOR THIS INVOICE		\$16,050.99

Professional Summary

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Charles F. Hardie, VI	9.40	225.00	\$2,115.00
Charles F. Hardie, VI	1.50	0.00	\$0.00
Courtney T. Joiner	6.40	175.00	\$1,120.00
Danielle A. Boudreaux	8.30	225.00	\$1,867.50
Danielle A. Boudreaux	2.60	0.00	\$0.00
Evan M. Alvarez	31.10	175.00	\$5,442.50
Jon K. Guice	1.20	225.00	\$270.00
Melissa S. Losch	0.90	225.00	\$202.50
Robert L. Hammonds	7.80	225.00	\$1,755.00
Ty T. Manieri	17.10	175.00	\$2,992.50
Ty T. Manieri	0.40	0.00	\$0.00
Wayne T. Stewart	0.90	175.00	\$157.50

RECEIVED

MAR 09 2017

CHECK REQUEST FORM

BUDGET & ACCOUNTING

RECEIVED

Date Requested: 3.7.17

Requested By:

Dorothy Nezey

MAR 10 2017

Supervisor Approval:

Donald Aguillard

BUDGET & ACCOUNTING

Check Payable To:

Hammonds, Sills, Adkins, & Guice, LLP

Address:

2431 Acadian Thruway, Suite 600

City, State, Zip:

Baton Rouge, LA 70808

Social Security No.(If Applicable):

OR

Employee ID# (required for employees):

Amount

Account Number/Title

\$12,439.45 ✓

7-001-01107-000-0000-0000-731319-00000-9

\$

Title:

Legal - All Other Attorneys

Title:

Total

\$12,439.45

Description/Purpose of Request

Payment on Invoice #20170392 for professional services and expenses
incurred thru January 31, 2017

Date Needed By:

Next check run

This Section For Business Office Use Only

Manual Check

✓ Regular Processing

RECEIVED

01 Fund

Batch No.

MAR 10 2017

3/17 weekly G/L Date

117150 Vendor No.

ACCOUNTS PAYABLE

Grant Accountant (If Applicable)

H. LeBlanc

Approval (If Applicable)

HAMMONDS, SILLS, ADKINS & GUICE, LLP

BATON ROUGE and MONROE
2431 S. ACADIAN THRUWAY, SUITE 600
BATON ROUGE, LA 70808
FEDERAL TAX I.D. [REDACTED]

RECEIVED**MAR - 1 2017**

LAFAYETTE PARISH
SCHOOL SYSTEM
SUPERINTENDENT'S OFFICE

February 23, 2017

Dr. Donald Aguiard, Superintendent
Lafayette Parish School Board
P. O. Drawer 2158
Lafayette, LA 70502-2158

INVOICE # 20170392

**FOR PROFESSIONAL SERVICES RENDERED
AND EXPENSES INCURRED**

THRU JANUARY 31, 2017**PROFESSIONAL SERVICES**

		<u>Hours</u>	<u>Amount</u>
<u>ADVICE & COUNSEL</u>			
1/2/2017	RLH Reviewed draft of proposed policy received from D. Morris, School Board member, and drafted revisions to same and e-mailed to D. Morris regarding same.	0.90	
	EMA Reviewed email from D. Aguiard regarding meeting to discuss Co Op.	0.20	
1/3/2017	EMA Drafted and sent email to D. Aguiard regarding meeting; reviewed email from M. Dugas regarding extra acreage.	0.40	
	DAB Brief review of agenda items and attachments thereto in preparation for addressing same in connection with upcoming regular School Board meeting of 1/3/17.	0.40	
1/4/2017	RLH Received telephone call from S. Thibodeaux regarding principal transfer and items for School Board meeting; prepared for and attended School Board meeting and meeting with Human Resources Department prior to meeting.	5.40	
	RLH Travel to and from School Board meeting.	2.20	NO CHARGE
	TTM Researched Attorney General opinions regarding use of public funds to provide information about ballot measures.	1.80	
1/5/2017	RLH Telephone conference with S. Thibodeaux regarding hours and salary of pupil appraisal personnel.	0.30	



		<u>Hours</u>	<u>Amount</u>
1/5/2017	RLH	Received and responded to e-mail from M. Bernard regarding assignment of automobile accident suit to Smith and Boudreaux.	0.10
	TTM	Researched case law regarding use of public funds to provide information regarding ballot measures.	0.60
1/6/2017	TTM	Reviewed Attorney General opinions regarding use of public funds to disseminate information regarding ballot measures.	0.40 NO CHARGE
1/9/2017	RLH	Dictated letter to Superintendent Aguillard forwarding Attorney General approvals of special counsel resolutions; reviewed and revised opinion letter to Superintendent Aguillard regarding use of public funds to support tax proposition; attended School Board committee of the whole meeting to discuss tax propositions.	6.80
	RLH	Travel to and from Lafayette for committee of the whole meeting.	2.20 NO CHARGE
	EMA	Reviewed email from M. Dugas regarding Co op; conference call with M. Dugas regarding same; edited Co Op per LPSS instructions; drafted and sent email to M. Dugas regarding Co Op	3.40
	TTM	Reviewed Attorney General opinions regarding use of public funds to disseminate information regarding ballot measures; drafted guidance memorandum regarding same; reviewed and edited memorandum regarding same.	1.90
	DAB	Receipt of multiple faxes from Superintendent's office regarding various lawsuits and began brief review of same; receipt and review of fax from Superintendent's office regarding bankruptcy proceedings in matter of Stone Energy Corporation, et al; receipt and review of email-notification from BoardDocs regarding Change to Active Agenda Item: Committee of the Whole Board - Item: 2.3 Proposed Resolution # 01-17-1896 - Projects Listing for Possible "Call for Election" for Sales Tax or Property Tax Election And Appointment of Oversight Committee; receipt and review of email-notification from BoardDocs regarding Change to Active Agenda Item:of the Whole Board - Item: 2.2 Presentation of Scenarios and Related Sample Resolutions for Consideration of a Call for Election for Sales Tax or Bond/Property Tax.	0.50
1/10/2017	RLH	E-mails to and from M. Bernard regarding change in procedure for handling assignment of lawsuits.	0.20
	EMA	Reviewed email from M. Dugas regarding mineral rights for Plantation; research regarding same; edited Co Op; drafted and sent email to M. Dugas regarding same.	1.40
	WTS	Reviewed email from State's counsel regarding meeting with educational group.	0.10

		<u>Hours</u>	<u>Amount</u>
1/10/2017	DAB Receipt and review of email correspondence and consideration of notice of change in procedure received from M. Bernard regarding assignment of lawsuits and other related matters; receipt and review of email-notification from BoardDocs regarding New Featured Meeting: Regular Board Meeting, Second Monthly Meeting scheduled for January 11, 2017.	0.70	NO CHARGE
1/11/2017	DAB Brief review and consideration of notice posted on Lafayette Parish School System website with heading "Serving Petitions on the Lafayette Parish School Board" regarding "proper agent of service" but provided means by which "the Lafayette Parish School Board will accept petitions" in order to discuss/address concerns regarding same with Superintendent and other related matters.	0.20	
1/12/2017	EMA Reviewed email from C. Langlais regarding contract; reviewed email from M. Dugas regarding revisions; reviewed email from C. Langlais regarding additional acreage; reviewed email from S. Hebert regarding contract; reviewed email from M. Dugas regarding same.	1.00	
1/13/2017	RLH Reviewed and revised draft of letter to S. Thibodeaux regarding compensation for pupil appraisal employees.	0.60	
	EMA Reviewed emails from B. Guidry regarding contract review; drafted and sent email to L. Breaux; reviewed contract for theatrical performance; dictated and sent email to B. Guidry; research.	2.90	
	DAB Receipt and review of email-notification from BoardDocs regarding New Featured Meeting: Special Board Meeting scheduled for January 18, 2017; pulled and briefly review agenda for same.	0.10	
1/14/2017	RLH Received and responded to email from S. Thibodeaux regarding principal being asked to be witness in lawsuit against ULL.	0.20	
1/16/2017	WTS Continued review of issues regarding student application, admission, and enrollment.	3.20	
	EMA Reviewed email from T. Scelfo regarding revisions; reviewed email from S. Hebert regarding conference call.	0.40	
	EMA Reviewed email from M. Dugas regarding Plantation; conference call with M. Dugas regarding Plantation changes; reviewed email from M. Dugas regarding call; reviewed email from T. Scelfo regarding call; reviewed email from S. Hebert regarding MOU; studied changes proposed by Plantation; drafted lengthy email to M. Dugas regarding Plantation changes.	4.30	
	RLH Forwarded draft documents to S. Thibodeaux regarding social workers.	0.50	

		<u>Hours</u>	<u>Amount</u>
1/17/2017	WTS Received, reviewed, and responded to emails from Ms. Dehm regarding 504 services issues.	0.40	
	WTS Continued review of issues regarding student application, admission, and enrollment.	1.20	
	DAB Receipt and review of email correspondence from K. Sam forwarding garnishment proceeding documentation for review and requesting prep of letter to credit re making judgment executory in Lafayette Parish.	0.20	
1/18/2017	WTS Continued review of issues regarding student application, admission, and enrollment; conference via phone with system staff regarding same; drafted per request notice language regarding same.	1.60	
	WTS Received, reviewed, and responded to email from Ms. Dehm regarding student services issue.	0.10	
	EMA Reviewed email from M. Dugas regarding call to resolve remaining issues; reviewed email from M. Dugas regarding mineral rights.	0.40	
	DAB Brief review of faxed documents from superintendent's office regarding bankruptcy proceedings in matter of Stone Energy Corporation, et al; prepared email correspondence to B. Guidry requesting review regarding status as creditor of same and other related matters.	0.40	
1/19/2017	RLH Received and responded to e-mail from S. Thibodeaux regarding personnel matter.	0.20	
	RLH Received and responded to e-mail from S. Thibodeaux regarding special counsel resolution.	0.20	
	DAB Receipt and review of email correspondence from B. Guidry in response to inquiry regarding bankruptcy proceeding; receipt and review of email correspondence from and to M. Dugas regarding revision of mineral rights with political subdivision.	0.30	
1/20/2017	DAB Receipt and review of multiple email correspondence from S. Thibodeaux forwarding additional information and documentation regarding ongoing disciplinary issues with tenured teacher; brief review and consideration of same; receipt and review of new calendar for 2017 School Board meetings; receipt and review of fax correspondence from Superintendent's office in the matter of Romero v. Dr. Aguillard, et al including copy of Motion for Leave to file First Supplemental and Amending Petition for Damages and copy of Supplemental and Amending Petition for Damages; brief review of same.	0.70	

		<u>Hours</u>	<u>Amount</u>
1/23/2017	DAB	Began reviewing documents forwarded by K. Sam regarding [REDACTED] garnishment; dictated instructions to contact Crowley City Court clerk of court seeking contact information for plaintiff in garnishment matter; prepared email correspondence to K. Sam regarding preparation of answers to interrogatories, preparation of requested letter, and other related matters; conference with School Board member regarding inquiry concerning School Board policies and issues related to personnel transfers on brief review and consideration of certain School Board policies in connection with same.	1.00
	RLH	E-mails to and from S. Thibodeaux regarding special counsel resolutions; reviewed and revised special counsel resolutions and returned to S. Thibodeaux.	0.50
	RLH	E-mails to and from S. Thibodeaux regarding letter concerning social workers; forwarded final letter relative to social workers to S. Thibodeaux.	0.40
	CTJ	Reviewed and responded to email correspondence from Kristie Sam regarding garnishment proceeding; reviewed records to determine when initial inquiry sent to counsel for debtor; drafted and sent follow-up correspondence and attachments to counsel for judgment debtor.	0.90
	EMA	Reviewed email/questions submitted by M. Dugas; research regarding same; drafted and sent email to M. Dugas regarding Co Op; revised email from P. Boudreaux regarding mineral rights provisions; conference call with P. Boudreaux; drafted and sent email to M. Dugas regarding issues.	2.10
1/24/2017	RLH	E-mails to and from S. Thibodeaux regarding advertisement of student in yearbook.	0.30
	DAB	Telephone conference with School Board regarding School Board policies and related matters concerning personnel transfer and brief review and consideration of certain School Board policies in connection with same.	0.50
	EMA	Reviewed email from R. Craig regarding MOU; drafted and sent email to R. Craig regarding same; conference call with L. Topo regarding radio broadcast; reviewed email from S. Hebert regarding call in; reviewed email from M. Dugas regarding call ; conference call with D. Aguiard; conference call with City of Broussard/ Plantation regarding land purchase; conference call with M. Dugas Regarding agreement.	3.00
1/25/2017	RLH	Received and reviewed special counsel resolution forwarded by S. Thibodeaux.	0.10

		<u>Hours</u>	<u>Amount</u>
1/25/2017	WTS Received, reviewed, and responded to emails from Ms. Dehm regarding student services issues; reviewed documents from Ms. Dehm.	1.20	
1/26/2017	RLH Office conference with E. Alvarez regarding stipulation in contract being demanded by seller of Broussard property; e-mail to S. Thibodeaux regarding special counsel resolution for immigration lawyer.	0.50	
	RLH Office conference with E. Alvarez regarding question raised by B. Guidry concerning interpretation of Superintendent contract.	0.30	
	EMA Reviewed email from B. Guidry regarding: contract question; reviewed contract; research; began drafting opinion to B. Guidry.	1.00	
1/27/2017	EMA Drafted and sent email to T. Scelfo re mineral reservation.	0.20	
	KFS Received request from B. Guidry and telephone conference regarding use of school board funds for meals at retreat; research regarding same; began draft of opinion.	2.70	
	DAB Receipt and review of email correspondence from K. Sam forwarding information and documentation in response to my inquiry regarding the [REDACTED] garnishment matter; began review and consideration of same; prepared brief email correspondence to K. Sam in response to same; revised, finalized and forwarded written correspondence to creditor in garnishment matter regarding making same executory in Lafayette Parish.	0.60	
1/30/2017	EMA Reviewed email from B. Guidry re contract issue; conference call with B. Guidry re same.	0.50	
	RLH Reviewed draft of opinion relative to Superintendent; telephone conference with B. Guidry regarding same.	0.50	
1/31/2017	EMA Reviewed email from M. Dugas re Co Op; drafted and sent email from B. Guidry re contract review.	0.40	
	DAB Receipt and review of email correspondence from Satinwood forwarding draft of evaluation plan for review; forwarded to K. Sam copy of written correspondence to cover in garnishment matter.	0.30	
SUBTOTAL:		66.00	\$11,882.50
[REDACTED]			
1/30/2017	RLH Telephone conference with S. Thibodeaux regarding termination letter; drafted termination letter for employee.	0.80	

	<u>Hours</u>	<u>Amount</u>
1/31/2017 RLH Forwarded to S. Thibodeaux draft of termination letter; e-mail to and from S. Thibodeaux regarding same.	0.30	
SUBTOTAL:	[1.10	\$247.50]
		
1/23/2017 MSL Reviewed file for status and updated file.	0.10	NO CHARGE
SUBTOTAL:	[0.10	\$0.00]
<u>MANNING, R. (EEOC COMPLAINT)</u>		
1/23/2017 MSL Reviewed file for status and updated file.	0.10	NO CHARGE
SUBTOTAL:	[0.10	\$0.00]
		
1/23/2017 MSL Reviewed file for status and prepared file for closure.	0.10	
SUBTOTAL:	[0.10	\$22.50]
<u>WELCH, THAD (LAWSUIT)</u>		
1/17/2017 CTJ Prepared judgment for filing; drafted letter to clerk of court regarding filing of judgment.	0.40	
SUBTOTAL:	[0.40	\$70.00]
SUBTOTAL PROFESSIONAL SERVICES RENDERED	67.80	\$12,222.50
EXPENSES INCURRED		
1/31/2017 Extraordinary postage & special handling		\$6.46
SUBTOTAL:	[\$6.46]

AmountADVICE & COUNSEL

1/4/2017 Travel by RLH to Lafayette, LA to attend School Board meeting.	\$67.41
1/9/2017 Travel by RLH to Lafayette, LA to attend School Board meeting.	\$67.41
1/11/2017 Travel by RLH to Lafayette, LA to attend School Board meeting.	\$69.02
1/31/2017 Copy Charges	\$5.50

SUBTOTAL:[**\$209.34**]WELCH, THAD (LAWSUIT)

1/31/2017 Extraordinary postage & special handling	\$1.15
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SUBTOTAL:[**\$1.15**]**SUBTOTAL FOR EXPENSES INCURRED****\$216.95****TOTAL AMOUNT DUE FOR THIS INVOICE****\$12,439.45****Professional Summary**

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Courtney T. Joiner	1.30	175.00	\$227.50
Danielle A. Boudreaux	5.20	225.00	\$1,170.00
Danielle A. Boudreaux	0.70	0.00	\$0.00
Evan M. Alvarez	21.60	175.00	\$3,780.00
Kenneth F. Sills	2.70	225.00	\$607.50
Melissa S. Losch	0.10	225.00	\$22.50
Melissa S. Losch	0.20	0.00	\$0.00
Robert L. Hammonds	19.10	225.00	\$4,297.50
Robert L. Hammonds	4.40	0.00	\$0.00
Ty T. Manieri	4.30	175.00	\$752.50
Ty T. Manieri	0.40	0.00	\$0.00
Wayne T. Stewart	7.80	175.00	\$1,365.00

RECEIVED

MAR 22 2017

CHECK REQUEST FORM

Date Requested: 3.20.17 BUDGET & ACCOUNTING
Requested By: Dorothy Nezey
Supervisor Approval: Donald Aguilera RECEIVED
Check Payable To: Hammonds, Sills, Adkins, & Guice, LLP MAR 27 2017
Address: 2431 Acadian Thruway, Suite 600 BUDGET & ACCOUNTING
City, State, Zip: Baton Rouge, LA 70808

Social Security No.(If Applicable): _____

OR

Employee ID# (required for employees): _____

Amount

Account Number/Title

\$16,880.94 ✓

7-001-01107-000-0000-0000-731319-00000-9 ✓

\$

Title: Legal - All Other Attorneys ✓ 3/22/17

\$16,880.94 ✓

Title: _____

Total

Description/Purpose of Request

Payment on Invoice #20170684 for professional services and expenses
incurred thru February 28, 2017

Date Needed By: _____ Next check run

This Section For Business Office Use Only

☐ Manual Check☒ Regular Processing

01 Fund

Batch No.

3/17 weekly G/L Date

117150 Vendor No.

Grant Accountant (If Applicable)

H. J. Blane

Approval (If Applicable)

RECEIVED

MAR 27 2017

ACCOUNTS PAYABLE

HAMMONDS, SILLS, ADKINS & GUICE, LLP

BATON ROUGE and MONROE
2431 S. ACADIAN THRUWAY, SUITE 600
BATON ROUGE, LA 70808
FEDERAL TAX I.D. [REDACTED]

RECEIVED**MAR 20 2017**

LAFAYETTE PARISH
SCHOOL SYSTEM
SUPERINTENDENT'S OFFICE

March 15, 2017

Dr. Donald Aguillard, Superintendent
Lafayette Parish School Board
P. O. Drawer 2158
Lafayette, LA 70502-2158

INVOICE # 20170684

**FOR PROFESSIONAL SERVICES RENDERED
AND EXPENSES INCURRED**

THRU FEBRUARY 28, 2017**PROFESSIONAL SERVICES**

Hours Amount

ADVICE & COUNSEL



1/11/2017	EMA	Reviewed email from M. Dugas regarding potential for mineral right servitude; extensive regarding same; drafted and sent email to M. Dugas regarding opinion; reviewed email from M. Dugas regarding mineral rights; edited Co Op; drafted and sent email to M. Dugas regarding Co Op.	2.80
2/1/2017	EMA	Reviewed email from L. Francis regarding bid opening research; drafted and sent response to L. Francis regarding research; reviewed email from L. Francis regarding retainage; Drafted and sent email regarding retainage; reviewed email from J. Frisco; reviewed email from L. Francis; reviewed email from J. Frisco regarding: bid opening; Reviewed email from L. Francis regarding opening; reviewed additional emails regarding bid opening; conference call with L. Francis; exchanged email with J. Frisco.	3.20
2/2/2017	RLH	Received telephone call from S. Thibodeaux regarding claim of social workers and other matters.	0.20
	TTM	Reviewed board informational flyer regarding tax measure for compliance with prohibitions on governmental support for ballot measures.	0.40
	KFS	At request of B. Guidry, reviewed information regarding flyer to use for voter education for proposed sales tax effort; research and review of folder and applicable law and provided initial opinion to B. Guidry.	1.90

		<u>Hours</u>	<u>Amount</u>
2/3/2017	EMA Reviewed email from T. Scelfo regarding CoOp; reviewed email from M. Dugas regarding new provisions; studied proposed final version of CoOp; began drafting opinion letter to M. Dugas.	2.00	
2/6/2017	EMA Reviewed email from L. Francis regarding bid clock; drafted and sent email to L. Francis regarding same; continued drafting opinion letter to M. Dugas	1.80	
2/7/2017	EMA Reviewed email from M. Dugas regarding review; conference call with M. Dugas; conference call with M. Dugas regarding rejection of deadline; conference call regarding review of letter.	0.90	
	RLH Return telephone call to S. Thibodeaux regarding personnel matter.	0.10	
	WTS Reviewed transportation issues for students with disabilities; conference via phone with Mr. Craig and system staff regarding same.	1.80	
	JKG Telephone conference with S. Thibodeaux regarding special education issue.	0.20	
2/8/2017	RLH Reviewed and revised draft of opinion letter to M. Dugas regarding construction contract for elementary school in Broussard.	0.60	
	EMA Reviewed email from L. Tapo regarding KNHS; began reviewing underwriting contract; reviewed email from T. Scelfo regarding edits; reviewed email from M. Dugas; drafted and sent email to M. Dugas; reviewed prior emails from T. Scelfo regarding agreement; reviewed email from M. Dugas regarding new additions; exchanged emails with M. Dugas.	2.20	
	CFH Received, reviewed and researched bid tabulation sheet for Milton ES project; emailed counsel regarding same in preparation for next week's board meeting.	0.60	
2/9/2017	EMA Reviewed email from T. Scelfo regarding CoOp; drafted and sent email to T. Scelfo regarding same; reviewed email from T. Scelfo regarding changes; reviewed email from M. Dugas regarding review; final review of CoOp; drafted and sent email to M. Dugas; reviewed email from M. Dugas regarding approval; reviewed email from S. Hebert; reviewed email from M. Dugas regarding resolutions; sent email to M. Dugas regarding same; continued researching FCC regulations regarding KNHS.	4.80	
	CFH Telephone conversation with B. Guidry regarding Edushift contract.	0.50	
2/10/2017	DAB Receipt and review of three email notifications from BoardDocs regarding three new meetings: Board Executive Committee scheduled for 2/14/17, Special Board Meeting(Potential Executive Session) scheduled for 2/15/17, and Regular Board Meeting - First Monthly Meeting scheduled for 2/15/17; retrieved and briefly	0.30	

		<u>Hours</u>	<u>Amount</u>
	reviewed the agendas for all three meetings		
2/10/2017	CFH Telephone conversation with K. Bordelon regarding RFP requirements for upcoming CMAR project.	0.70	
2/13/2017	EMA Conference call with B. Guidry regarding underwriting contract; drafted new underwriting contract.	3.20	
	JKG Received and reviewed email and telephone conference with Amanda at Daily Advertiser regarding filing of John Doe suit under seal.	0.20	
	RLH Received request from Superintendent Aguillard for legal opinion interpreting contract of former Superintendent and responded thereto.	0.50	
2/14/2017	CFH Reviewed and research proposed advertisement regarding upcoming tax referendum.	0.60	
	JKG Received and reviewed tax flyer.	0.30	
	EMA Conference call regarding School Board meeting issues; prepared for Board meetings; research regarding sales tax propositions; researched Attorney General opinions regarding architectural prohibitions.	2.50	
	RLH Received e-mail from S. Thibodeaux regarding immigration lawyer special counsel resolution and forwarded same to T. Manieri with instructions; reviewed proposed policy on Board agenda (JBCC).	0.50	
	DAB Receipt and review of email notification from BoardDocs regarding change to active agenda Item: Item: 2.4 Finance: Board Approval for Personnel Staffing at Southside High School for 2017-18; review, analysis, and consideration of agenda items and attachments thereto in prep for discussion of same during regular School Board meeting, particularly those related to special counsel resolutions for immigration attorneys; review of proposed revision to policy JBCC, Student Assignment, and proposed new/revised job descriptions; receipt and review of email correspondence from S. Thibodeaux forwarding copy of R. Ward special counsel resolution requesting revision of same.	1.90	
	KFS Received information regarding revised flyer for sales tax information and reviewed with further research in order to prepare a formal opinion letter; prepared opinion letter to B. Guidry.	4.40	
2/15/2017	EMA Attended LPSS committee meeting; attended LPSS Board meeting; reviewed tabulation regarding potential award; discussed matters with LPSS officials; conference calls regarding special counsel resolutions.	4.20	

		<u>Hours</u>	<u>Amount</u>
2/15/2017	EMA Travel from Lafayette	1.00	NO CHARGE
	DAB Brief review and consideration of issues related to revision of special counsel resolution for R. Ward in preparation for regular School Board meeting.	0.20	NO CHARGE
	TTM Corresponded with S. Thibodaux regarding flat fee agreement with immigration attorney; research regarding same; teleconferenced with A.G.'s office regarding same; drafted board resolution regarding same; drafted guidance to board regarding same.	2.10	
2/16/2017	EMA Reviewed email from M. Dugas regarding Bond approval.	0.20	
	RLH Received and responded to request for information from S. Thibodeaux regarding release of information requested by an employee about social workers.	0.20	
2/17/2017	MSL Provided advice and counsel regarding rescission of employment offer based on safety concerns and meeting with potential employee.	0.30	
	DAB Receipt and review of email-notice from BoardDocs regarding New Featured Meeting: Special Board Meeting on Budget #1 scheduled for 2/21/17.	0.10	NO CHARGE
2/20/2017	EMA Reviewed email from C. Langlinais regarding City approval; reviewed email from S. Hebert regarding signature; reviewed email from D. Landry; reviewed emails from J. Craig regarding ACS contract; reviewed proposed ACS contract; research; edited proposed ACS contract; drafted and sent email to J. Craig regarding changes to ACS contract.	4.30	
	RLH Reviewed and revised draft of letter from Superintendent to guidance counselor. [REDACTED]	0.70	
	RLH Received e-mail from M. Bernard regarding liability concerns for pickup basketball game in school gym; brief research regarding liability issues.	0.40	
	DAB Telephone conference with School Board member regarding proposed revision to School Board policy, proposed new job descriptions, and inquiries regarding advertising related to same; began brief review of existing policies, proposed revisions, agenda items, and other related issues related to same; brief analysis and consideration of inquiry regarding procedure for termination/dismissal of [REDACTED]	1.20	
	CFH Received and reviewed email correspondence from K. Bordelon regarding Westside Project bond requirements; began researching same; telephone conversation with K. Bordelon regarding same.	2.80	

		<u>Hours</u>	<u>Amount</u>
2/21/2017	RLH Forwarded draft letter to S. Thibodeaux regarding allegations against employee; forwarded letter to H. Register, attorney for employee, regarding possible retirement; reviewed documents relative to creation by Board of new Human Resources position and issues related thereto.	1.20	
	DAB Brief continued review of existing policies, proposed revisions, agenda items, and other related issues related to School Board member inquiry regarding proposed revision to School Board policy, proposed new job descriptions, and inquiries regarding advertising related to same; receipt and review of Advertiser article summarizing issues and underlying request for legal opinion regarding matters related to hiring of immigration attorney.	0.60	
2/22/2017	RLH Received and responded to e-mail from M. Bernard regarding release of video to insurance company.	0.40	
	EMA Reviewed email from J. Craig regarding SBHC; reviewed proposed changes to SBHC contract documents; research regarding same; edited contract documents for SBHC; drafted and sent email to J. Craig regarding contract documents; reviewed email from J. Craig regarding insurance requirements; drafted and sent email to M. Dugas regarding Broussard soil tests.	3.90	
	DAB In preparation for writing requested legal opinion, began analysis and consideration of special counsel resolutions for R. Ward and G. Mier that were approved by the School Board and of applicable federal laws and regulations regarding applications for H-1B and/or permanent resident status employees as it relates to the School Board's obligation to pay attorneys' fees in connection with same.	1.20	
	CFH Telephone conversation with K. Bordelon regarding bond question on Westside project.	0.40	
	KFS Telephone conference with Billy Guidry regarding travel expenses; began research regarding travel expenses and reimbursement for non-employee, non-board members and relevant issues	2.90	
2/23/2017	RLH Responded to e-mail from M. Bernard regarding potential liability exposure of pickup basketball games in school gymnasium.	0.40	
	EMA Reviewed email from M. Dugas regarding testing; reviewed information regarding Phase I Environmental.	0.20	
SUBTOTAL:		68.00	\$12,982.50
2/20/2017	RLH Reviewed letter from attorney for employee requesting evidence to be used against client; received e-mail from S. Thibodeaux regarding	0.90	

	<u>Hours</u>	<u>Amount</u>
		
SUBTOTAL:	[0.90	\$202.50]
		
2/16/2017 MSL Reviewed perfected EEOC charge; requested specific information from School Board and communicated with S. Thibodeaux regarding possible mediation; letter to EEOC requesting extension of time to file; reviewed employee information provided by S. Thibodeaux; additional communication with S. Thibodeaux regarding records and scheduling of conference call.	1.80	
SUBTOTAL:	[1.80	\$405.00]
<u>YOUNGSVILLE HIGH SCHOOL</u>		
2/3/2017 CFH Telephone conversation with K. Bordelon regarding FF&E contracts; began review of AIA contracts for same.	0.60	
2/8/2017 CFH Received and reviewed insurance information relating to FF&E contract; continued review, research and revisions to FF&E contract; analyzed compatibility of same with CMAR contract.	3.40	
2/9/2017 CFH Completed first draft of FF&E contract for Southside High School.	5.70	
2/10/2017 CFH Telephone conversation with K. Bordelon regarding additional issues for inclusion in FF&E contract; performed multiple reviews and revisions to draft contract; emailed draft to K. Bordelon for review.	4.60	
SUBTOTAL:	[14.30	\$3,217.50]
SUBTOTAL PROFESSIONAL SERVICES RENDERED	85.00	\$16,807.50
EXPENSES INCURRED		
<u>ADVICE & COUNSEL</u>		
2/15/2017 Travel by EMA to Lafayette, LA to attend School Board meeting.		\$71.69
2/28/2017 Copy Charges		\$0.25
SUBTOTAL:	[\$71.94]

Amount

2/28/2017 Fax Charges

\$1.50

SUBTOTAL:[**\$1.50**]**SUBTOTAL FOR EXPENSES INCURRED****\$73.44****TOTAL AMOUNT DUE FOR THIS INVOICE****\$16,880.94****Professional Summary**

Name	Hours	Rate	Amount
Charles F. Hardie, VI	19.90	225.00	\$4,477.50
Danielle A. Boudreaux	5.20	225.00	\$1,170.00
Danielle A. Boudreaux	0.30	0.00	\$0.00
Evan M. Alvarez	36.20	175.00	\$6,335.00
Evan M. Alvarez	1.00	0.00	\$0.00
Jon K. Guice	0.70	225.00	\$157.50
Kenneth F. Sills	9.20	225.00	\$2,070.00
Melissa S. Losch	2.10	225.00	\$472.50
Robert L. Hammonds	6.10	225.00	\$1,372.50
Ty T. Manieri	2.50	175.00	\$437.50
Wayne T. Stewart	1.80	175.00	\$315.00

RECEIVED

MAY 01 2017

CHECK REQUEST FORM

BUDGET & ACCOUNTING

Date Requested: 4.28.17

Requested By:

Dorothy Nezey

RECEIVED

Supervisor Approval:

MAY 03 2017

Check Payable To:

Hammonds, Sills, Adkins, & Guice, LLP

BUDGET & ACCOUNTING

Address:

2431 Acadian Thruway, Suite 600

City, State, Zip:

Baton Rouge, LA 70808

Social Security No.(If Applicable):

OR

Employee ID# (required for employees):

Amount

Account Number/Title

\$24,115.42 ✓

7-001-01107-000-0000-0000-731319-00000-9

\$

Title:

Legal - All Other Attorneys

\$24,115.42 /

Title:

Total

Description/Purpose of Request

Payment on Invoice #20170923 for professional services and expenses incurred thru March 31, 2017

Date Needed By:

Next check run

This Section For Business Office Use Only

☐ Manual Check☒ Regular Processing

01 Fund

Batch No.

5/17 weekly G/L Date

117150 Vendor No.

RECEIVED

MAY 04 2017

Grant Accountant (If Applicable)

ACCOUNTS PAYABLE

H. LeBlanc

Approval (If Applicable)

HAMMONDS, SILLS, ADKINS & GUICE, LLP

BATON ROUGE and MONROE
2431 S. ACADIAN THRUWAY, SUITE 600
BATON ROUGE, LA 70808
FEDERAL TAX I.D. [REDACTED]

RECEIVED

APR 24 2017

April 20, 2017

LAFAYETTE PARISH
SCHOOL BOARD
SUPERINTENDENT'S OFFICE

Dr. Donald Aguillard, Superintendent
Lafayette Parish School Board
P. O. Drawer 2158
Lafayette, LA 70502-2158

INVOICE # 20170923

**FOR PROFESSIONAL SERVICES RENDERED
AND EXPENSES INCURRED**

THRU MARCH 31, 2017**PROFESSIONAL SERVICES**

		<u>Hours</u>	<u>Amount</u>
<u>ADVICE & COUNSEL</u>			
3/2/2017	DAB	Continued review, analysis, and consideration of school board documents and materials and federal regulations concerning School Board/employer's obligation to pay expenses related to teacher/employee applications for H1B and/or permanent visas in preparation for writing requested legal opinion.	0.90
	RLH	Received reply of guidance counselor to charges brought against her by Superintendent; forwarded e-mail to S. Thibodeaux regarding same.	0.60
	EMA	Conference call with B. Guidry regarding Donor's Choice website and LPSS usage; conference call with L. Francis regarding bid openings.	1.00
	CFH	Emailed K. Bordelon with sample A133 contract for upcoming CMAR project.	0.20
	KFS	Per request of B. Guidry, continued research regarding travel allowances for community members.	0.70
3/3/2017	DAB	Brief review of options/analysis of issues concerning School Board employer responsibilities regarding payment of expenses related to employee applications for H1B and/or permanent visas; receipt and review of email-notice from BoardDocs regarding notice of new meeting: regular School Board meeting -first monthly meeting scheduled for March 8, 2017; receipt and review of email-notice from BoardDocs regarding notice of new meeting: Board Workshop scheduled for March 8, 2017; pulled agenda from BoardDocs and briefly reviewed agenda for regular School Board meeting of March	0.70

		<u>Hours</u>	<u>Amount</u>
	8, 2017 and documents attached thereto.		
3/3/2017	RLH Research regarding obligation of School Board to pay immigration attorney fees.	0.40	
	EMA Research regarding rejection of FFE bids; drafted lengthy opinion to L. Francis regarding bids; reviewed email from M. Dugas regarding contract review; conference call with M. Dugas regarding issues; reviewed email from M. Dugas; reviewed email from S. Hebert; edited opinion; sent email to L. Francis regarding same.	3.70	
	CFH Began review, research and revisions to A133 contract for Comeaux High Performing Arts project.	3.80	
	KFS Further research regarding issue of travel reimbursements for community members.	1.20	
3/6/2017	RLH Reviewed letter received from Superintendent regarding parent wanting child to remain at Lafayette High School and brief reply to M. Perry regarding same.	0.20	
	EMA Reviewed email from M. Dugas; drafted and sent email to M. Dugas regarding Broussard; reviewed email from L. Francis regarding: FFE bids; conference call with L. Francis; drafted and sent email to L. Francis; Reviewed email from M. Dugas regarding naming provisions; drafted and sent email to M. Dugas regarding same.	1.40	
	CFH Completed review and revisions to contract for Comeaux High Performing Arts project; drafted correspondence to K. Bordelon regarding same.	2.30	
	DAB Receipt and review of email notification from BoardDocs regarding New Featured Meeting: Regular Board Meeting scheduled for 3/8/17; cursory review of agenda items for same.	0.20	
3/7/2017	RLH Placed telephone call to S. Thibodeaux regarding pending personnel matters in preparation for Board meeting; reviewed agenda in preparation for Board meeting.	0.60	
	MSL Telephone call with S. Thibodeaux regarding employee request for accommodations.	0.30	
	EMA Reviewed email from M. Dugas regarding review of Mass Mutual contract; reviewed 28 page contract; research regarding same; edited contract; drafted and sent email to M. Dugas regarding: same; conference call with L. Francis regarding: FFE bids.	6.20	
	CFH Participated in conference call with L. Francis and E. Alvarez regarding Southside High FF&E bids.	0.60	

		<u>Hours</u>	<u>Amount</u>
3/7/2017	CFH Reviewed agenda for Board meeting and briefed B. Hammonds regarding same.	0.50	
	CFH Telephone conversation with K. Bordelon regarding FF&E bids on Southside High project.	0.50	
3/8/2017	RLH E-mails and telephone conference with S. Thibodeaux regarding personnel matter [REDACTED]	0.30	
	RLH Prepared for and attended School Board meeting; out of office conference with S. Thibodeaux regarding personnel matters prior to School Board meeting.	4.50	
	EMA Reviewed email from M. Dugas regarding Broussard wording; reviewed email from S. Hebert regarding Broussard; conference call regarding Mass Mutual contract; reviewed email from M. Dugas regarding Mass Mutual contract; exchanged emails with L. Francis regarding FFE purchases; conference call with B. Guidry.	1.60	
	CFH Reviewed Southside High FF&E bid documents in preparation for conference call; participated in conference call with architect, K. Bordelon and L. Francis regarding options to revise Southside High FF&E packages to increase bidder competitiveness.	2.80	
	CFH Office conference with K. Sills and E. Alvarez to discuss potential options regarding Southside High School FF&E packages.	0.50	
3/9/2017	RLH Received e-mail from M. Bernard regarding review of contract with Cajundome; forwarded same to C. Hardie for review.	0.20	
	RLH Return travel from School Board meeting.	1.10	NO CHARGE
	MSL Reviewed EEOC complaint and provided advice as to next steps to S. Thibodeaux.	0.30	
	EMA Reviewed email from L. Rowe regarding Mass Mutual; reviewed email from D. Romagosa; reviewed email from M. Dugas regarding Broussard approval; reviewed email from D. Landry regarding Broussard Council action.	0.80	
3/10/2017	RLH Reviewed letter from attorney relative to videotape of incident at school; reviewed videotape of incident; telephone conference with S. Thibodeaux regarding incident and response to attorney; dictated letter to attorney regarding incident and forwarding videotape of same. [REDACTED]	0.90	
	RLH Forwarded e-mail to M. Bernard regarding review of contract with Cajundome.	0.10	

		<u>Hours</u>	<u>Amount</u>
3/10/2017	EMA Reviewed email from M. Dugas regarding Youngsville Road; reviewed email from M. Dugas regarding review; received email from K. Bordelon regarding CoOp; reviewed email from G. Knox regarding name; reviewed email from M. Dugas regarding Board approval; reviewed email from G. Knox; reviewed CoOp with Youngsville; research; conference call with M. Dugas regarding changes to draft CoOp.	4.30	
	EMA Reviewed email from L. Rowe regarding Mass Mutual revisions; Reviewed proposed revisions by Mass Mutual; conference call with B. Guidry regarding grant writing contract question; reviewed email from M. Dugas regarding Mass Mutual contract changes; drafted and sent email to M. Dugas regarding Mass Mutual; reviewed email from M. Dugas regarding same; reviewed email from L. Tapo regarding KHMS; reviewed email from L. Tapo; conference call with L. Francis regarding FFE bid.	3.60	
	CFH Telephone conversation with K. Bordelon regarding Comeaux High School Performing Arts contract; performed additional revisions to same; issued correspondence to K. Bordelon regarding same.	2.20	
	DAB Telephone conference with School Board member with inquiry regarding school fundraisers and activity accounts and Employee Appreciation accounts; conducted search for and review, analysis and consideration of various School Board and school policies, procedures, handbooks, etc., and applicable law related to same; began preparing email memorandum summarizing findings regarding same; receipt and review of email -notification regarding New Featured Meeting; Recognitions/ Presentations/ Information Reports scheduled for 3/15/17.	1.60	
3/13/2017	RLH Reviewed and revised draft of letter from Superintendent Aguillard to employee; telephone conference with S. Thibodeaux regarding same. [REDACTED]	1.10	
	DAB Receipt and review of fax from Superintendent's office of copy of Petition for Damages in matter of Reid v Lafayette Parish School Board, et al; brief review of same; finalized and forwarded email memorandum to School Board member summarizing findings regarding inquiry concerning school fundraisers and activity accounts and Employee Appreciation accounts.	0.50	
3/14/2017	RLH Received and responded to e-mail from S. Thibodeaux regarding tenure rights of [REDACTED] conducted research regarding same. [REDACTED]	1.20	
	EMA Reviewed email from Mass Mutual regarding revisions; reviewed email from M. Dugas regarding Mass Mutual contract; Reviewed email from L. Rowe; drafted and sent email to L. Rowe regarding venue provision; review email from L. Rowe regarding same.	0.60	

		<u>Hours</u>	<u>Amount</u>
3/14/2017	CFH	Began review and associated research of Cajundome lease for STEM Academy graduation.	2.20
	KFS	Reviewed frequently asked questions brochure for posting on school board website in connection with next election; studied through various provisions and provided opinion approving.	1.60
3/15/2017	CFH	Completed review and revisions to Cajundome lease; prepared correspondence to M. Bernard regarding same; revised and finalized correspondence and emailed same to M. Bernard.	2.10
3/16/2017	EMA	Reviewed emails from S. Thibodeaux regarding contract review; reviewed email regarding hiring of provisional psychologist; reviewed MOA; edited MOA; drafted and sent email to S. Thibodeaux regarding same.	1.60
	RLH	Received and responded to e-mail from S. Thibodeaux regarding employment of provisional psychologist.	0.50
3/20/2017	JKG	Telephone conference with S. Thibodeaux and Dr. D. Aguillard regarding use of public funds issue; conducted brief review of issues involved.	0.50
	DAB	Reviewed and prepared for closing several Lafayette Parish School System/ERMS files/lawsuits; receipt and review of inquiry regarding press conference on school property for promotion of sales tax.	0.70
3/21/2017	RLH	Received and responded to e-mail from S. Thibodeaux regarding waiver of rights by tenured employee.	0.10
	RLH	E-mails to and from S. Thibodeaux regarding personnel matter; reviewed documentation prepared by administration against employee and employee's response thereto; forwarded recommendation to S. Thibodeaux regarding further investigation of matter; telephone conference with S. Thibodeaux regarding further investigation of matter and procedure for moving forward; dictated lengthy e-mail to S. Thibodeaux regarding situation and procedure for moving forward after review of additional documents received from her. [REDACTED]	2.20
	KFS	Further research regarding travel reimbursements for community members.	1.20
	DAB	Receipt and review of email correspondence from C. Gaines forwarding information and documentation in the matter of garnishment of [REDACTED] requesting review and preparation of letter to creditor; receipt and review of email correspondence from C. Gaines forwarding information and documentation in matter of garnishment of [REDACTED] requesting review and preparation of letter to creditor; began examination of information	2.10

		<u>Hours</u>	<u>Amount</u>
	and documentation forwarded by C. Gaines in garnishment matters; dictated correspondence to Clerk of Jennings City Court requesting information regarding creditor in garnishment matter of [REDACTED]; [REDACTED] prepared written correspondence to creditor in garnishment matter of [REDACTED]; receipt and review of requested information regarding creditor in garnishment matter of [REDACTED]; analysis and consideration of legal standards and options for handling matter involving teacher/student assault; review and consideration of information and documentation related to French Immersion Program, applications for H1B visas, and other matters related to hiring of immigration attorney.		
3/22/2017	RLH Returned telephone call to B. Guidry regarding methods of compensation teachers at high school beyond 182-day work schedule.	0.30	
	RLH Returned telephone call to S. Thibodeaux regarding possible one day suspension of teacher and procedures for handling same.	0.80	
	RLH Research regarding status of immigration cases and obligation of immigration special counsel to forward files to new special counsel; telephone conference with S. Thibodeaux regarding same.	1.10	
	EMA Reviewed email regarding press conference. Research regarding prohibitions and creation of forum. Conference call regarding same.	0.70	
	DAB Continued review, consideration and analysis of employer obligations during visa application process, including payment of expenses and fees related thereto; began drafting Opinion Letter in connection with same; receipt and review of email correspondence from S. Thibodeaux forwarding request for legal opinion and information from [REDACTED]; began review, consideration and analysis of same; prepared email correspondence to S. Thibodeaux requesting additional information related to same; receipt and review of email correspondence regarding matters concerning School Board's former immigration attorneys' handling of certain cases/files; began review and consideration of same, including legal implications related thereto; receipt and review of email correspondence from S. Thibodeaux in response to request for additional information regarding immigration cases; prepared written correspondence to creditor in garnishment of [REDACTED]; email correspondences to C. Gaines forwarding copies of letters forwarded to creditors in two garnishment matters.	2.90	
3/23/2017	EMA Reviewed email from L. Francis regarding textbooks. Research regarding same.	0.90	
	RLH Received and responded to e-mail from S. Thibodeaux regarding tax passage celebration; research regarding legal issues involved; received and responded to e-mail from S. Thibodeaux regarding investigations involving student statements and procedure for handling same.	1.40	

		<u>Hours</u>	<u>Amount</u>
3/23/2017	CFH	Received, reviewed and researched proposed performance and payment bonds on projects; placed call to K. Bordelon regarding same.	0.90
3/24/2017	JKG	Telephone call and email to S. Thibodeaux regarding tax proposition.	0.40
	CFH	Began review and associated research of Environmental Services Consultant RFP.	2.50
3/27/2017	EMA	Reviewed enclosure from L. Francis regarding Act 548. Research regarding same. Drafted and sent enclosure to D. Garrett regarding same. Reviewed enclosure from L. Francis regarding fuel purchase. Research regarding same. Drafted and sent enclosure to L. Francis. Conference call with L. Francis regarding outstanding issues.	3.50
	RLH	Prepared for and attended out of office conference in Lafayette with S. Thibodeaux and staff members regarding multitude of personnel matters.	5.50
	CFH	Completed review and revisions to Environmental Services Consultant RFP; emailed revisions and comments to K. Bordelon for review; telephone conversation with K. Bordelon regarding same.	4.40
	DAB	Review of recent pertinent jurisprudence and other documentation and minutes from previous School Board meetings in preparation for and participated in out-of-office conference with S. Thibodeaux, K. Vead, and Dr. Aguillard regarding various personnel matters, including employing personnel at new 244-day school, sick leave policy; pupil appraisal/social workers, and immigration counsel.	4.40
3/28/2017	EMA	Conference call with B. Guidry regarding LSERS. Reviewed email from S. Mussarro regarding SBHC contract. Reviewed revised contract documents. Conference call with S. Mussarro. Drafted and sent email to J. Craig regarding SBHC issues. Reviewed email from D. Garret regarding Act 549. Drafted and sent email to D. Garret regarding same.	2.50
3/29/2017	KFS	Telephone conference with staff regarding various questions involving sales tax items; after conference, further research.	1.80
	EMA	Reviewed email from J. Craig regarding SBHC contract.	0.20
	DAB	Extended telephone conference with Lafayette Parish School System staff regarding various matters related to dissemination of information and promotion of upcoming vote on half-cent sales tax and other related matters; brief review of relevant AG Opinions in connection with same; brief review and consideration of matters related to social media policies and posting by school district, including FERPA and state student privacy statutes.	0.60

			<u>Hours</u>	<u>Amount</u>
3/30/2017	EMA	Conference call with B. Guidry regarding bidding process.	0.30	
	DAB	Receipt and review of email inquiry regarding principal's association endorsement of sales tax proposition.	0.20	
3/31/2017	RLH	Received and began review of proposed revisions to sick leave policy; e-mail to S. Thibodeaux regarding same.	0.20	
	EMA	Conference call with L. Francis regarding FFE bids.	0.30	
	DAB	Receipt and review of email -notification from BoardDocs regarding New Featured Meeting: Special Board Meeting scheduled for 4/5/17; pulled agenda and briefly reviewed same.	0.20	
SUBTOTAL:			[105.00	\$21,717.50]
3/10/2017	RLH	Received telephone call from S. Thibodeaux regarding status of personnel matter; dictated letter to attorney for employee.	0.80	
3/13/2017	RLH	Received and reviewed letter from H. Register, attorney for employee, regarding employment status; research regarding options for pursuing disciplinary action against employee.	0.60	
3/17/2017	RLH	Received return telephone call from attorney for employee regarding employment status and options for resolution; e-mails to and from S. Thibodeaux regarding termination dates and other data.	0.70	
3/22/2017	RLH	Telephone conference with S. Thibodeaux regarding options for resignation/termination of employee; telephone conference and e-mail to J. Guice regarding contact from employee's counsel; telephone conference and e-mails to S. Thibodeaux regarding alternative options for resolution of personnel matter.	1.30	
SUBTOTAL:			[3.40	\$765.00]
3/29/2017	MSL	Reviewed complaint and responsive documents from school board; prepared list of documents needed and questions to be answered and forwarded to S. Thibodeaux.	1.60	
SUBTOTAL:			[1.60	\$360.00]

		<u>Hours</u>	<u>Amount</u>
3/20/2017 MSL	Reviewed notice of EEOC complaint; prepared notice of representation and forwarded to EEOC.	0.30	
SUBTOTAL:		[0.30	\$67.50]
<u>YOUNGSVILLE HIGH SCHOOL</u>			
3/7/2017 CFH	Performed research regarding federal procurement requirements as they relate to FF&E bids on Southside High School.	1.60	
3/13/2017 CFH	Received and reviewed Southside High School project update from contractor.	0.50	NO CHARGE
3/14/2017 CFH	Drafted revised termination clause for Southside High School FF&E contracts; telephone conversation with K. Bordelon regarding FF&E termination clause and other issues regarding bids.	1.10	
3/21/2017 CFH	Researched USDA requirements relative to contractual clauses required under Rural Development loans as they relate to FF&E packages.	2.60	
SUBTOTAL:		[5.80	\$1,192.50]
SUBTOTAL PROFESSIONAL SERVICES RENDERED		116.10	\$24,102.50
EXPENSES INCURRED			
<u>ADVICE & COUNSEL</u>			
3/31/2017	Extraordinary postage & special handling		\$12.92
SUBTOTAL:		[\$12.92]
SUBTOTAL FOR EXPENSES INCURRED			\$12.92
TOTAL AMOUNT DUE FOR THIS INVOICE			\$24,115.42

Professional Summary

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Charles F. Hardie, VI	30.80	225.00	\$6,930.00
Charles F. Hardie, VI	0.50	0.00	\$0.00
Danielle A. Boudreaux	15.00	225.00	\$3,375.00
Evan M. Alvarez	33.20	175.00	\$5,810.00

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Jon K. Guice	0.90	225.00	\$202.50
Kenneth F. Sills	6.50	225.00	\$1,462.50
Melissa S. Losch	2.50	225.00	\$562.50
Robert L. Hammonds	25.60	225.00	\$5,760.00
Robert L. Hammonds	1.10	0.00	\$0.00

CHECK REQUEST FORM

RECEIVED

JUN 01 2017

Date Requested: 6.1.17

Requested By:

Dorothy Nezey

BUDGET & ACCOUNTING

Supervisor Approval:

Donald Aguilar

Check Payable To:

Hammonds, Sills, Adkins, & Guice, LLP

Address:

2431 Acadian Thruway, Suite 600

City, State, Zip:

Baton Rouge, LA 70808

Social Security No.(If Applicable):

OR

RECEIVED

JUN 07 2017

Employee ID# (required for employees):

BUDGET & ACCOUNTING

Amount

Account Number/Title

\$15,757.90 ✓

7-001-01107-000-0000-0000-731319-00000-9

\$

Title: Legal - All Other Attorneys

\$15,757.90 ✓ *AT*

Title:

Total

Description/Purpose of Request

Payment on Invoice #20171028 for professional services and expenses incurred thru April 30, 2017 ✓

Date Needed By:

Next check run

This Section For Business Office Use Only

Manual Check

✓ Regular Processing

01 Fund

Batch No.

RECEIVED

6/17 weekly G/L Date

117150 Vendor No.

JUN 07 2017

Grant Accountant (If Applicable)

H. J. Miller

ACCOUNTS PAYABLE

Approval (If Applicable)

HAMMONDS, SILLS, ADKINS & GUICE, LLP

BATON ROUGE and MONROE
2431 S. ACADIAN THRUWAY, SUITE 600
BATON ROUGE, LA 70808
FEDERAL TAX I.D. [REDACTED]

RECEIVED**MAY 30 2017**

LAFAYETTE PARISH
SCHOOL SYSTEM
SUPERINTENDENT'S OFFICE

May 23, 2017

Dr. Donald Aguillard, Superintendent
Lafayette Parish School Board
P. O. Drawer 2158
Lafayette, LA 70502-2158

INVOICE # 20171028

**FOR PROFESSIONAL SERVICES RENDERED
AND EXPENSES INCURRED**

THRU APRIL 30, 2017**PROFESSIONAL SERVICES****Hours Amount****ADVICE & COUNSEL**

4/3/2017 DAB	Receipt and review of multiple email correspondence from Plaintiff's Attorney in settled case regarding 1099 tax form; receipt and review of email correspondence from K. Vead forwarding copies of video from 6/6/12 School Board meeting in connection with vote related to social workers; began download of same.	0.40
EMA	Reviewed email from L. Francis regarding FFE bid. Reviewed bid documents. Research. Conference call with L. Francis regarding FFE bid and other issues. Drafted and sent opinion to L. Francis regarding same. Reviewed emails from B. Guidry regarding retirement system contributions. Research. Conference call with B. Guidry regarding same. Drafted and sent Attorney General opinion to B. Guidry.	6.10
WTS	Received, reviewed, and responded to email from Bart Thibodeaux regarding records issue; reviewed questions presented by Mr. Thibodeaux.	2.40
TTM	Researched regarding provision of child abuse reporting documents to father of subject student; drafted response regarding same.	0.40
KFS	Per request of B. Guidry, prepared special Special Counsel resolution for Hoyt Stanford regarding tax advice.	1.00
4/4/2017 RLH	Received and responded to e-mail from S. Thibodeaux regarding revised sick leave policy.	0.20



		<u>Hours</u>	<u>Amount</u>
4/4/2017	DAB	Receipt and review of email-notification from BoardDocs Regarding New Featured Meeting: Special Board Meeting scheduled for 4/5/17; pulled copy of agenda from Board Docs and brief review of same.	0.30
	EMA	Drafted and sent email regarding Act 549 request. Prepared for call. Conference call with D. Garrett regarding Act 549.	1.40
	WTS	Received, reviewed, and responded to email from Mr. Thibodeaux regarding student information issues; continued review of same.	0.50
4/5/2017	RLH	Received telephone call from Superintendent Aguillard regarding construction issues and having someone at School Board meeting.	0.20
	EMA	Conference call with D. Aguillard regarding bid issue.	0.20
	DAB	Receipt and review of email correspondence from Plaintiff's Attorney in settled case regarding 1099 tax form; prepared email correspondence to M. Bernard and A. Boothe inquiring as to same; receipt and review of email correspondence from M. Bernard regarding same; receipt and review of email correspondence from A. Boothe regarding same.	0.40
	CFH	Participated in telephone call with Superintendent Aguillard regarding FF&E bids for Southside High School.	0.20
	CFH	Telephone call with K. Bordelon regarding FF&E bids for Southside High School.	0.30
	CFH	Travel to Lafayette for Special Board meeting.	1.00 NO CHARGE
	CFH	Conference with LPSS representatives regarding FF&E bids for Southside High School prior to board meeting; attended Board meeting; participated in lengthy discussion with J. Bouvier, K. Bordelon and architects regarding FF&E bids for Southside High School following meeting.	2.80
	CFH	Return travel following Board meeting.	1.20 NO CHARGE
4/6/2017	DAB	Extended telephone conference with S. Thibodeaux regarding numerous personnel matters, including issues concerning social workers and immigrant employees; prepared email correspondence to Plaintiff's Attorney in settled case regarding her inquiry concerning 1099 tax form.	0.70
	KFS	Received request D. Aor for review of information on tax, election and studies regarding same.	0.90
4/7/2017	DAB	Receipt and review of Email-Notification from BoardDocs regarding New Featured Meeting: Facilities Committee Meeting scheduled for 4/10/17; receipt and review of email-notification from BoardDocs regarding New Featured Meeting: Finance Committee Meeting	0.60

		<u>Hours</u>	<u>Amount</u>
	scheduled for 4/10/17; receipt and review of email-notification from BoardDocs regarding New Featured Meeting: Board Executive Committee scheduled for 4/11/17; receipt and review of email-notification from BoardDocs regarding New Featured Meeting: Regular Board Meeting scheduled for 4/12/17; pulled copies of all four agendas from Board Docs and began review and consideration of same; brief analysis and consideration of matters related to proposed revision of policy JBCE concerning school choice and other related matters.		
4/7/2017	RLH Reviewed and revised opinion letter on school choice policy.	0.60	
	TTM Reviewed school choice policy; researched state and federal law regarding same; drafted memorandum regarding legal requirements for school choice; proposed edits to school choice policy; corresponded with M. Bernard regarding policy and analysis.	3.40	
	KFS Reviewed further questions involving tax proposal information and provided response.	0.80	
4/10/2017	RLH Received telephone call from S. Thibodeaux regarding special counsel resolutions.	0.20	
	DAB Review and consideration of agenda, items and attachments thereto in preparation for regular School Board meeting of 4/12/17; email correspondence to and from A. Boothe regarding 1099 tax form for settled lawsuit.	0.80	
	EMA Reviewed documents regarding Act 549 request.	0.50	
4/11/2017	DAB Receipt and review of email-notification from BoardDocs regarding Change to Active Agenda Item:Board Meeting (4/12/17) - revised - Item: 3.16 Approval of Construction Manager At Risk;and review of email-notification from BoardDocs regarding New Featured Meeting:Board Meeting (4/12/17) - revised; and review of email-notification from BoardDocs regarding Change to Active Agenda Item:Board Meeting (4/12/17) revised - Item: 3.36 Board Submission of Guest Column; pulled revised agenda(s) from Board Docs and began review and consideration of new/revised agenda items and attachments thereto.	0.90	NO CHARGE
4/12/2017	DAB Travel from Baton Rouge to Lafayette in connection with regular School Board meeting.	1.10	NO CHARGE
	EMA Reviewed email from S. Massaro regarding SBHC; Drafted and sent email to S. Massaro regarding SBHC; Drafted and sent email to J. Craig; Reviewed agenda for Board meeting; Reported on issues; Reviewed email from J. Craig regarding SBHC; Continued research regarding Act 549.	2.00	

		<u>Hours</u>	<u>Amount</u>
4/12/2017	RLH	Out of office conference with Superintendent Aguillard and staff members regarding immigration counsel, amendments to sick leave policy, personnel matters, and items scheduled for School Board meeting.	3.50
	RLH	Attended School Board meeting and return travel.	2.50 NO CHARGE
	DAB	Attended regarding School Board meeting; brief and final review of certain agenda items and corresponding attachments in preparation for discussion of same during regular School Board meeting of 4/12/17, including items related to donorschoose.org, approval/award of lowest bidder, and approval of new job description for school psychologist intern; brief conference with J. Craig with inquiry concerning drug testing and termination of bus driver.	2.40
	KFS	Per request of B. Guidry, began research regarding reducing the number of work days for position and implications for salary.	1.30
4/13/2017	DAB	Travel from Lafayette to Baton Rouge in connection with regular School Board meeting.	1.40 NO CHARGE
	KFS	Per request of Dr. Aguillard, reviewed information regarding chamber, letter and other items for tax selection, related research, provided opinion in a letter back to Dr. Aguillard.	1.90
4/17/2017	EMA	Reviewed email from L. Francis; Drafted and sent email to L. Francis regarding same; Reviewed email from B. Guidry regarding early childcare tax credits; Reviewed documents provided by B. Guidry regarding same; Extensive research regarding child care resources and referral agency duties/sales tax consequences.	5.10
	DAB	Review, analysis, and consideration of legal opinion(s) and information provided to Lafayette Parish School System staff and School Board members regarding dissemination of information and promotion of upcoming vote on half cent sales tax; review, analysis, and consideration of policy GBRAB and relevant state statutes regarding employee drug and alcohol testing in connection with inquiry from J. Craig concerning random drug testing and termination of bus driver; brief review and consideration of issues related to staffing of new EJ Sam school and scheduling of teachers at fewer than 244 days and other related concerns.	3.10
	KFS	Research and reviewed prior opinions to provide to staff for coordination with requests for review and materials of tax selection.	0.70
4/18/2017	EMA	Reviewed email from B. Guidry regarding opinion; Drafted and sent email to B. Guidry regarding same; Reviewed email from K. Bordelon regarding opinion, Drafted opinion letter to L. Francis regarding FFE bid rejection; Drafted and sent email to B. Guidry regarding sales tax issue; Reviewed email from B. Guidry regarding donation; Drafted and sent email to B. Guidry regarding tax credit;	4.60

		<u>Hours</u>	<u>Amount</u>
	Reviewed email from L. Francis regarding bid rejection; Continued research regarding tax credits for child care centers; Reviewed email from B. Guidry; Completed research, Drafted and sent opinion email to B. Guidry; Reviewed emails regarding election matters; Reviewed email from K. Bordelon regarding letter; Sent email to L. Francis regarding opinion.		
4/19/2017	RLH E-mails to and from Superintendent Aguillard and others regarding Board member letter promoting tax proposition.	0.30	
	EMA Reviewed email from K. Bordelon regarding letter; Reviewed email from M. Dugas regarding Faulk servitude; Conference call with B. Guidry regarding RFP.	0.70	
	DAB Receipt and review of inquiry from School Board member regarding proposed letter to constituents regarding sales tax proposition requesting review of same; review and consideration of same as well as both resolutions passed by Lafayette Parish School Board related to said tax proposition and other related materials; prepared opinion/advice regarding same; prepared email correspondence to B. Guidry requesting copy of certain resolution.	1.10	
	KFS Received request from D. Aguillard to review letter composed by Board Member E. Knzek. Read and began research.	0.70	
4/20/2017	DAB Review of online clerk of court case management/filing system as it relates to lawsuits filed against Lafayette Parish School Board in 2017 to date; examination of lawsuit filed and apparently served in March with no responsive pleading on record, noting pertinent dates and other information regarding same; receipt and review of inquiry from M. Bernard regarding requirements related to granting/denying requests for sabbatical leave; brief review and consideration of ongoing issues related to immigrations matters involving teachers and legal concerns; brief review of matters related to sales tax proposition.	1.80	
4/21/2017	DAB Receipt and review of email correspondence from S. Thibodaux forwarding information and documentation for review and advice regarding terminated bus operator and failed drug tests; began brief review and consideration of forwarded documents.	0.90	
4/24/2017	EMA Reviewed prior email from L. Francis regarding state rejection language; Began research.	0.40	
	DAB Prepared email correspondence to S. Thibodaux regarding review of materials and inquiry concerning terminated bus driver and potential rehiring of same; continued review, analysis, and consideration of information and document forwarded by S. Thibodaux related to termination of bus driver [REDACTED] and related School Board policies and state statutes in connection with same; prepared email legal opinion to S. Thibodaux and J. Craig regarding same; began review, consideration, and analysis of Louisiana	2.20	

		<u>Hours</u>	<u>Amount</u>
	statutes, including past revisions thereof, governing grounds for granting/denying requests for sabbatical leave for purposes of responding to request for opinion.		
4/25/2017	DAB Receipt and review of information regarding Attorney General Opinion related to sales tax ballot proposition; pulled copy of referenced Attorney General Opinion and examined in connection with same and public comments/statements made by the School Board concerning same; continued review, consideration, and analysis of Louisiana statutes, including past revisions thereof, governing grounds for granting/denying requests for sabbatical leave and began preparing email memorandum to M. Bernard in response to request for opinion regarding same.	1.60	
4/26/2017	EMA Reviewed email from B. Guidry regarding retirement system question; Began research.	0.30	
	RLH Received and responded to e-mail from S. Thibodeaux regarding employee wanting security in her classroom.	0.20	
4/27/2017	CFH Telephone conversation with K. Bordelon regarding Comeaux High School contract.	0.20	
	EMA Continued research retirement system position; Drafted and sent email to B. Guidry regarding same.	0.60	
4/28/2017	CFH Continued review of contract for Comeaux High Performing Arts project.	1.20	
	DAB Receipt and review of email correspondence from M. Bernard with follow inquiry concerning sabbatical leave requirements.	0.10	
4/29/2017	DAB Began review, analysis, and consideration of numerous emails and information and documentation forwarded by S. Thibodeaux regarding recommended termination of sales tax.	0.80	
4/30/2017	DAB Reviewed, revised, finalized, and prepared email memorandum to M. Bernard with opinion in response to inquiries regarding granting, denying requests for sabbatical leave.	0.70	
SUBTOTAL:		[71.80	\$12,902.50]
4/4/2017	RLH Received and responded to S. Thibodeaux regarding resignation of employee and conditions relative thereto.	0.30	
SUBTOTAL:		[0.30	\$67.50]

		<u>Hours</u>	<u>Amount</u>
			
4/7/2017 MSL	Reviewed documents and information provided by School Board; communication with S. Thibodeaux requesting additional information; printed and reviewed information sent via drop box in preparation to prepare position statement; second communication with S. Thibodeaux regarding same.	2.80	
4/10/2017 MSL	Reviewed additional information provided by School Board and electronic communication with S. Thibodeaux regarding same; electronic communication with EEOC regarding request for extension of time to file positions statement.	0.70	
4/11/2017 MSL	Reviewed additional information provided by School Board and electronic communication with S. Thibodeaux regarding same; electronic communication with EEOC regarding request for extension of time to file positions statement.	0.70	
4/12/2017 MSL	Completed review of documents and prepared list of additional questions for S. Thibodeaux.	1.60	
4/13/2017 MSL	Electronic communication with S. Thibodeaux regarding missing information; reviewed additional documents provided by school board; prepared final draft of position statement and forwarded to S. Thibodeaux for review.	3.40	
4/14/2017 MSL	Made final revisions to position statement; prepared exhibits; forwarded all to EEOC and uploaded to respondent portal.	1.40	
SUBTOTAL:		[10.60	\$2,385.00]
			
4/7/2017 MSL	Reviewed no-cause determination; calendared 90 day suit deadline; communication with S. Thibodeaux regarding same.	0.30	
SUBTOTAL:		[0.30	\$67.50]
<u>YOUNGSVILLE HIGH SCHOOL</u>			
4/10/2017 CFH	Participated in lengthy telephone call with J. Bouvier and other Louisiana School Supply representative regarding recent Southside High School FF&E bids.	0.60	
4/11/2017 CFH	Issued email correspondence to School Board representatives and project architects regarding conversation with Louisiana School Supply pertaining to Southside High School FF&E bids.	0.20	

	<u>Hours</u>	<u>Amount</u>
4/18/2017 CFH Email correspondence with K. Bordelon regarding FF&E bids.	0.10	
SUBTOTAL:	[0.90	\$202.50]
SUBTOTAL PROFESSIONAL SERVICES RENDERED	83.90	\$15,625.00
EXPENSES INCURRED		
<u>ADVICE & COUNSEL</u>		
4/5/2017 Travel by CFH to Lafayette, LA to attend special School Board meeting.		\$60.99
4/12/2017 Travel by DAB to Lafayette, LA to attend School Board meeting.		\$69.55
4/30/2017 Extraordinary postage & special handling		\$1.61
Copy Charges		\$0.75
SUBTOTAL:		[\$132.90]
SUBTOTAL FOR EXPENSES INCURRED		\$132.90
TOTAL AMOUNT DUE FOR THIS INVOICE		\$15,757.90

Professional Summary

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Charles F. Hardie, VI	5.60	225.00	\$1,260.00
Charles F. Hardie, VI	2.20	0.00	\$0.00
Danielle A. Boudreaux	17.90	225.00	\$4,027.50
Danielle A. Boudreaux	3.40	0.00	\$0.00
Evan M. Alvarez	21.90	175.00	\$3,832.50
Kenneth F. Sills	7.30	225.00	\$1,642.50
Melissa S. Losch	10.90	225.00	\$2,452.50
Robert L. Hammonds	5.50	225.00	\$1,237.50
Robert L. Hammonds	2.50	0.00	\$0.00
Ty T. Manieri	3.80	175.00	\$665.00
Wayne T. Stewart	2.90	175.00	\$507.50

RECEIVED

JUL 05 2017

CHECK REQUEST FORM

Date Requested: 7/5/2017 BUDGET & ACCOUNTING

Requested By: Amanda Blanco

Supervisor Approval: *Donald Aguilar* ✓

Check Payable To: Hammonds, Sills, Adkins, & Guice, LLP ✓

Address: 2431 Acadian Thruway, Suite 600

City, State, Zip: Baton Rouge, LA 70808

Social Security No.(If Applicable): RECEIVED

OR

Employee ID# (required for employees): JUL 06 2017

Amount Account Number/Title BUDGET & ACCOUNTING

\$19,731.05 ✓ 7-001-01107-000-0000-0000-731319-00000-9 ✓

Title: Legal - All Other Attorneys *7/6/17*

\$

Title:

\$19,731.05 / Total *7/6/17*

Description/Purpose of Request

Payment on Invoice #20171293 for professional services and expenses ✓
incurred thru May 31, 2017

Date Needed By: Next check run

This Section For Business Office Use Only

Manual Check Regular Processing ✓ RECEIVED

01 Fund Batch No. JUL 07 2017

6/30/17 G/L Date *ck date 7/14/17* 117150 Vendor No.

Grant Accountant (If Applicable) ACCOUNTS PAYABLE

HAMMONDS, SILLS, ADKINS & GUICE, LLP

BATON ROUGE and MONROE
2431 S. ACADIAN THRUWAY, SUITE 600
BATON ROUGE, LA 70808
FEDERAL TAX I.D. [REDACTED]

RECEIVED

JUN 27 2017

LAFAYETTE PARISH
SCHOOL BOARD
SUPERINTENDENT'S OFFICE

June 23, 2017

Dr. Donald Aguillard, Superintendent
Lafayette Parish School Board
P. O. Drawer 2158
Lafayette, LA 70502-2158

INVOICE # 20171293

**FOR PROFESSIONAL SERVICES RENDERED
AND EXPENSES INCURRED**

THRU MAY 31, 2017**PROFESSIONAL SERVICES**

	<u>Hours</u>	<u>Amount</u>
5/1/2017 EMA Reviewed email from B. Guidry regarding retirement system response; Reviewed email from L. Francis regarding trade-in; Research; Drafted and sent email to L. Francis regarding trade-in.	1.30	
SUBTOTAL:	[1.30	\$227.50]

ADVICE & COUNSEL

4/20/2017 CFH Telephone conversation with B. Guidry regarding Environmental Consulting RFP.	0.30	
4/21/2017 CFH Received and reviewed email correspondence from K. Bordelon regarding Environmental Consulting RFP; telephone conversation with K. Bordelon regarding same.	0.80	
CFH Telephone conference with L. Francis and E. Alvarez regarding Environmental Consulting RFP; office conference with E. Alvarez regarding same.	0.80	
4/25/2017 CFH Received and began review of proposed contract for Comeaux High Performing Arts project.	3.50	
5/1/2017 RLH Reviewed petition for back wages filed by instructional strategists; out of office conference with S. Thibodeaux regarding facts of case and possible defenses.	0.80	
DAB Out-of-office conference with Dr. Aguillard, S. Thibodeaux, and K. Veard regarding various matters including personnel matters, handling defense of recently filed lawsuit and issues, documentation, citation and service, and strategies for defending same; receipt and	2.10	NO CHARGE

		<u>Hours</u>	<u>Amount</u>
	review of email correspondence from M. Bernard forwarding copy of petition and assigning new lawsuit for handling; receipt and review of email correspondence from S. Thibodeaux regarding various similar matters concerning handling of immigration cases; brief review of information provided therein.		
5/2/2017	RLH Reviewed answer and affirmative defenses to petition for damages in effort to determine defense counsel [REDACTED]	0.20	
	DAB Conducted review of recent litigation filed against Lafayette Parish School Board and type and status thereof; began brief review and analysis of Lafayette Parish School Board Wellness Policy in light of USDA final rule requirements.	1.10	
5/3/2017	RLH Telephone conference with S. Thibodeaux regarding Board's ability to control "number of employees" in La. R.S. 17:81; researched and dictated opinion letter to Superintendent Aguillard regarding same.	1.30	
	EMA Reviewed email from M. Dugas regarding Locators; Researched Locators, Drafted and sent email to M. Dugas regarding same.	0.50	
5/4/2017	EMA Conference call with L. Francis regarding purchase of books.	0.50	
	DAB Telephone conference with S. Thibodeaux regarding personnel matter concerning leave without pay; email correspondence to/from M. Bernard regarding matters related to school wellness policy, USDA final rule, School Health Advisory Council, etc.; telephone conference with S. Thibodeaux regarding personnel matter concerning scope of job requirements/job description.	1.20	
5/5/2017	EMA Conference call with L. Francis regarding purchase.	0.40	
	DAB Receipt and review of email notifications from BoardDocs regarding New Featured Meetings: Board Executive Committee scheduled for 5/9/17; Special Board Meeting on Budget #2 scheduled for 5/9/17; Board Workshop scheduled for 5/10/17; Regular Board Meeting scheduled for 5/10/17; pulled agendas for all meetings and began brief review of same.	0.60	
5/8/2017	RLH Received e-mail from Superintendent Aguillard regarding reduction in transportation of students attending schools of choice; research regarding R.S. 17:158(H); review and research of proposed school wellness policy; review and research of proposed child abuse policy.	2.20	
	DAB Receipt and review of email correspondence from M. Bernard forwarding for and requesting review of proposed revisions to policy JGCE, Child Abuse; receipt and review of email correspondence from Dr. Aguillard with inquiry regarding transportation of students to academies; began analysis and consideration of applicable statutes related to same.	1.10	

		<u>Hours</u>	<u>Amount</u>
5/9/2017	RLH	Researched and dictated opinion letter to Superintendent Aguillard regarding La. R.S. 17:158(H) and reduction of transportation services; received and responded to email from M. Dugas regarding parish-wide special taxing district.	1.40
	EMA	Conference call with B. Guidry regarding contract; Reviewed email regarding taxing district; Reviewed email from B. Guidry regarding contract; Reviewed contract; Conference call with B. Guidry regarding contract; Research regarding fuel cards.	1.10
	DAB	Prepared email correspondence to M. Bernard regarding review of policy JGCE; reviewed proposed revisions to policy JGCE, Child Abuse and made comments and suggestions re same; prepared email correspondence to M. Bernard forwarding same; began review and consideration of agenda items and attachments thereto in preparation for regular School Board meeting of 5/10/17; analysis and consideration of proposed revision to policy JCDAE, Student Use of Electronic Telecommunication Devices, and agenda item 4.4 on 5/10/17 agenda related to same; prepared detailed email memorandum to Dr. Aguillard and J. Craig outlining questions and concerns re (1) agenda item, (2) proposed revisions to the policy, and (3) related handbook insert.	2.80
5/10/2017	DAB	Travel to Lafayette for regular School Board meeting and out-of-office conference with staff regarding various personnel matters.	0.80 NO CHARGE
	EMA	Research regarding future language for Board agendas regarding re-bid authority.	1.00
	RLH	Received and responded to e-mail from B. Guidry regarding taxing district that would not be shared with charter school; lengthy telephone conference with B. Blackwell, attorney who suggested possibility, relative thereto; e-mail to B. Guidry in response after additional research; communications with S. Thibodeaux regarding possible transfer of central office administrator to principal position; reviewed employee's contract to determine same; telephone conference with S. Thibodeaux regarding same.	1.90
	CFH	Performed legal research regarding methods to bid fuel/fuel cards; discussions with E. Alvarez regarding same	3.20
	DAB	Telephone conference with J. Craig regarding matters related to revision of policy JCDAE, Student Use of Electronic Telecommunication Devices; receipt and review of email correspondences from J. Craig with suggested changes to policy JCDAE and agenda item related to same for consideration on agenda of 5/10 regular School Board meeting; brief review of same; receipt and review of email notification from BoardDocs regarding New Featured Meeting; brief review of updated agenda; out-of-office conference with S. Thibodeaux, K. Vead, and Dr. Aguillard regarding	3.80

		<u>Hours</u>	<u>Amount</u>
	various personnel matters including harassment complaint, transportation for academy students, RIF and budget matters, and recently issued opinion in Cooper v Lafayette Parish School Board; attended regular School Board meeting.		
5/11/2017	DAB Travel from Lafayette in connection with regular School Board meeting and out-of-office conference with staff regarding various personnel matters.	1.30	NO CHARGE
	RLH Additional research and completed opinion letter to Superintendent Aguillard regarding changing system of transporting students to schools of choice.	1.80	
	EMA Final research regarding fuel card issues; Drafted and sent email to L. Francis regarding fuel cards; Drafted and sent email to B. Guidry regarding agenda language; Conference call with L. Francis regarding rejection of consumable materials bids.	2.50	
	DAB Read 3rd Circuit opinion in Cooper v Lafayette Parish School Board making notes for consideration in cases over which 3rd Circuit has jurisdiction, in particular.	0.80	NO CHARGE
	DAB Receipt and review of email correspondence from S. Thibodaux forwarding draft letter considering termination of tenured teacher for review and comment; multiple email correspondence to/from S. Thibodaux regarding same; began review and consideration of draft letter, as well as numerous School Board policies related to sick leave, FMLA leave, leave without pay, etc., in connection with same; prepared email correspondence to S. Thibodaux outlining concerns with draft letter and requesting additional information in connection with same; prepared email correspondence to S. Thibodaux with instructions for proceeding as it relates to notice of denial of request for leave without pay; receipt and review of email correspondence from J. Craig forwarding draft of policy JCDAE with changes as suggested following 5/10 School Board meeting; began review of same and revised; prepared email memorandum to J Craig forwarding revised policy and summarizing changes thereto; telephone conference with J. Craig regarding same.	4.30	
5/12/2017	DAB Receipt and review of email notification from BoardDocs regarding New Featured Meeting: Special Board Meeting - (Potential Executive Session) scheduled for 5/16/17; pulled and briefly reviewed agenda therefor; receipt and review of email correspondence from J. Craig forwarding revised drafts of policy JCDAE and briefly reviewed same; receipt and review of email correspondence from S. Thibodaux forwarding draft of letter to employee denying request for leave without pay for review; reviewed same, began to revise same, and prepared email correspondence to S. Thibodaux with follow up questions and request for additional information regarding same.	0.80	

			<u>Hours</u>	<u>Amount</u>
5/12/2017	EMA	Drafted and sent email to B. Guidry regarding bid rejection language.	0.20	
	CFH	Began review of General Conditions for new CMAR project	1.30	
5/15/2017	RLH	Received telephone call from B. Guidry regarding preparation of report showing only legally required employees and difficulty of same.	0.30	
5/16/2017	MSL	Reviewed complaint mistakenly filed with OCR by employee; electronic communication with S. Thibodeaux regarding same; provided advice as to possible affirmative steps in anticipation of EEOC and regarding a litigation hold.	0.40	
	RLH	Telephone conference with Superintendent Aguillard regarding budget meeting.	0.10	NO CHARGE
	RLH	Office conference with D. Boudreaux regarding agenda items on special meeting and regarding budget matters.	0.60	NO CHARGE
	CFH	Continued review and associated research of General Conditions for new CMAR project	3.10	
	DAB	Began review of recent special School Board meeting agendas re budget and proposed and revised draft budgets and it relates to various options for eliminations of positions and other alternatives.	0.90	
5/17/2017	EMA	Extensive research regarding Act 548 of 2016 session; Reviewed emails regarding opinion request.	1.90	
	DAB	Brief online Clerk of Court docket search for case information in matter of J. Blanchard v. A. Kasarla for purposes of intervening with respect to workers comp claim; continued review of recent special School Board meeting agendas regarding budget and proposed and revised draft budgets and it relates to various options for eliminations of positions and other alternatives.	0.90	
5/18/2017	EMA	Began drafting opinion letter regarding GPO purchasing/Act 548; Edited letter; Research.	3.80	
	RLH	Telephone conference with S. Thibodeaux regarding personnel matters.	0.20	
	DAB	Email correspondence to S. Thibodeaux and from S. Thibodeaux and J. Craig regarding phone call from parent; brief analysis and consideration of matters related to proposed elimination of instructional strategists position and creation of new position.	0.40	
5/19/2017	EMA	Reviewed email from S. Thibodeaux regarding contract review; Drafted and sent email to S. Thibodeaux regarding same; Reviewed proposed contract documents; Research; Edited contract; Drafted and sent email to S. Thibodeaux regarding same; Continued research regarding Act 549 request; Reviewed prior email from L.	2.60	

		<u>Hours</u>	<u>Amount</u>
	Rowe regarding contract.		
5/19/2017	CFH Reviewed and revised correspondence from E. Alvarez to L. Francis regarding GPO purchases	0.40	NO CHARGE
5/22/2017	RLH Received telephone call from B. Blackwell regarding alleged failure of School Board to comply with settlement provisions. (b)(6)	0.20	
	RLH Received telephone call from S. Thibodeaux, J. Craig, and others regarding allegations against principal and procedure for handling investigation of same.	0.60	
	DAB Brief analysis and consideration of personnel matter concerning appointing of principal.	0.10	NO CHARGE
5/23/2017	DAB Brief review and consideration of matters related to fulfillment of certain obligations pursuant to settlement agreement, budget, and appointment of principal.	0.20	NO CHARGE
5/24/2017	RLH Received and responded to e-mail from S. Thibodeaux regarding structural strategist job description; began review of proposed new job description for instructional teacher leader; received telephone call from B. Guidry regarding procedure for changing draft of budget; reviewed e-mail from M. Bernard regarding workers' compensation return to work program.	1.10	
	CFH Telephone conversation with K. Bordelon regarding new CMAR contract, FF&E contracts, and other matters; inputted revisions to A133 contract for Performing Arts project and emailed same to K. Bordelon	2.50	
	CFH Continued review and revisions to General Conditions for Performing Arts project	1.60	
	DAB Telephone conference with School Board member regarding changing/amending vote at School Board meeting and review and consideration of Roberts rules and Louisiana Open Meetings Law in connection with same; brief review and consideration of matters related to elimination/reorganization concerning instructional strategists.	0.90	
5/25/2017	WTS Reviewed issues regarding salaries and work schedules for pupil appraisal personnel.	3.00	
	DBC Reviewed return to work documents; conducted research on recent developments in return to work under Workers' compensation law, drafted opinion on positive impact the return to work program would have.	3.30	

		<u>Hours</u>	<u>Amount</u>
5/25/2017	RLH Reviewed information provided by S. Thibodeaux regarding possible reduction of work days for social workers and pupil appraisal staff; forwarded e-mail to S. Thibodeaux regarding same; research of issue; comparison of job descriptions for instructional strategist and instructional teacher leader; forwarded e-mail to S. Thibodeaux regarding same.	2.30	
	RLH Received e-mail from B. Blackwell, attorney for employee, regarding failure to complete settlement agreement; e-mails to and from S. Thibodeaux regarding same; e-mails to and from S. Thibodeaux and B. Blackwell, attorney for employee, regarding [REDACTED]	1.10	
	EMA Reviewed email from L. Francis re misc. bid issues; Conference call with L. Francis re same.	1.20	
	DAB Prepared email correspondence to School Board member regarding inquiry concerning changing/amending vote at School Board meeting; brief review and consideration of matters related to fulfillment of certain obligations pursuant to settlement agreement.	0.30	
5/26/2017	DBC Summarized opinion of Return to Work Review.	0.40	
	RLH Reviewed e-mail from employee regarding [REDACTED] e-mails to and from B. Blackwell, attorney for employee, regarding [REDACTED]	0.40	
	RLH Reviewed return to work policy proposal; e-mail to M. Bernard regarding same.	0.40	
	AUJ Meeting with B. Hammonds to go over assigned research for pupil appraisal personnel.	0.50	NO CHARGE
	AUJ Began researching statutes in regards to pupil appraisal personnel salary.	1.50	
	AUJ Continued researching pupil appraisal statutes for salary and or reductions in hours.	2.00	
	DAB Receipt and review of email notification from BoardDocs regarding New Featured Meeting; Special Board Meeting scheduled for 5/31/17; pulled and briefly reviewed agenda for same.	0.10	NO CHARGE
5/27/2017	DAB Multiple correspondences with School Board member regarding addressing matters related to correction of votes changed/amended at School Board meeting and review of implicated Roberts Rules and Louisiana Open Meetings Law in connection with same.	0.50	
5/30/2017	RLH Received telephone call from Superintendent Aguillard regarding correction of votes taken at recent meeting; received e-mail from S. Thibodeaux regarding instructional strategist position;	1.10	

		<u>Hours</u>	<u>Amount</u>
	researched and prepared opinion to S. Thibodeaux regarding possible reorganization of position.		
5/30/2017	EMA Reviewed email from J. Craig re SBHC; Checked status; Conference call with J. Craig re SBHC	0.40	
AUJ	Continued to research whether the school board can reduce pupil appraisal personnel from 10-month employees to nine month employees.	1.00	
DAB	Receipt and review of email notifications from BoardDocs regarding Changes to Active Agenda Items: Item: 2.2 Academics: Career and Technical Education Textbook Adoption, Item: 2.3 Ratify Board action regarding reduction of three (3) Social Workers taken at the Special Board Meeting on Budget #4 of May 23, 2017, and Item: 2.4 Ratify Board action on retaining two (2) Para Educators at L. L. Judice taken at the Special Board Meeting on Budget #4 of May 23, 2017; pulled agenda and briefly review same; brief review and consideration of matters related to proposed elimination of position/creation of position.	0.60	
5/31/2017	RLH Received and responded to e-mail from S. Thibodeaux regarding instructional strategist position.	0.20	
SUBTOTAL:		[89.50	\$16,405.00]
5/15/2017	DAB Receipt and review of email correspondence from M. Bernard regarding reassignment of defense; brief review of recent work on file and deadlines related to same; prepared email correspondence to M. Bernard in connection to same.	0.30	
SUBTOTAL:		[0.30	\$67.50]
<u>YOUNGSHVILLE HIGH SCHOOL</u>			
5/1/2017	CFH Began FF&E contract reviews for USDA certifications	1.60	
5/3/2017	CFH Continued review of multiple FF&E contracts for Southside High School in order to certify same	1.60	
5/4/2017	CFH Telephone conversation with K. Bordelon regarding FF&E contracts	0.20	
CFH	Completed contract review for IID, Inc. FF&E contracts; prepared USDA Attorney Certifications for all packages except 52-17; emailed certifications and comments to architects; reviewed Package 59-17 and issued email regarding deficiencies	1.80	

		<u>Hours</u>	<u>Amount</u>
5/4/2017	CFH Telephone conversation with K. Bordelon regarding FF&E contracts reviewed	0.30	
5/5/2017	CFH Email exchange with architects regarding FF&E certifications	0.30	
	CFH Telephone conversation with F. Boyd regarding FF&E surety bond rider.	0.20	
	CFH Prepared Attorney Certifications for FF&E Packages 52-17 and 57-17; emailed same to architects with correspondence	0.40	
5/9/2017	CFH Received and reviewed correspondence from USDA regarding FF&E contract approvals pending correction of certain items	0.20	
5/11/2017	CFH Received and reviewed FF&E Package Nos. 54-17 and 55-17; prepared Attorney Certifications for each; drafted correspondence to architect enclosing Certifications and emailed same	0.90	
5/12/2017	CFH Reviewed additional FF&E packages for USDA certification; email correspondence with architect regarding same	1.20	
5/16/2017	CFH Telephone conversation with K. Bordelon regarding FF&E packages and other matters; reviewed and certified FF&E packages 53, 62 and 64	0.90	
5/19/2017	CFH Performed research regarding recordation requirements under Public Bid Law; email correspondence with J. Frisco regarding same	2.90	
5/23/2017	CFH Received and reviewed revised contract documentation for FF&E Collaboration Space package and Package 59-17; telephone conversation with J. Frisco regarding same; drafted Attorney Certifications for each package; drafted correspondence to architect enclosing certifications; emailed same	0.90	
SUBTOTAL:		[13.40	\$3,015.00]
SUBTOTAL PROFESSIONAL SERVICES RENDERED		104.50	\$19,715.00
EXPENSES INCURRED			
<u>ADVICE & COUNSEL</u>			
5/10/2017	Travel by DAB to Lafayette, LA to attend School Board meeting & meeting with staff (pro-rated).		\$16.05
SUBTOTAL:		[\$16.05]

	<u>Amount</u>
SUBTOTAL FOR EXPENSES INCURRED	\$16.05
TOTAL AMOUNT DUE FOR THIS INVOICE	\$19,731.05

Professional Summary			
Name	Hours	Rate	Amount
Ashley U. Johnson	4.50	40.00	\$180.00
Ashley U. Johnson	0.50	0.00	\$0.00
Charles F. Hardie, VI	30.50	225.00	\$6,862.50
Charles F. Hardie, VI	0.40	0.00	\$0.00
Daniel B. Conway	3.70	125.00	\$462.50
Danielle A. Boudreaux	20.50	225.00	\$4,612.50
Danielle A. Boudreaux	5.40	0.00	\$0.00
Evan M. Alvarez	17.40	175.00	\$3,045.00
Melissa S. Losch	0.40	225.00	\$90.00
Robert L. Hammonds	17.50	225.00	\$3,937.50
Robert L. Hammonds	0.70	0.00	\$0.00
Wayne T. Stewart	3.00	175.00	\$525.00

RECEIVED
AUG 15 2017

CHECK REQUEST FORM

Date Requested: 8/15/2017 **ACCOUNTING**

Requested By: Amanda Blanco

Supervisor Approval: *Donald Aguilar*

Check Payable To: Hammonds, Sills, Adkins, & Guice, LLP

Address: 2431 Acadian Thruway, Suite 600

City, State, Zip: Baton Rouge, LA 70808

RECEIVED

Social Security No.(If Applicable): _____
OR AUG 24 2017

Employee ID# (required for employees): _____ **BUDGET & ACCOUNTING**

Amount \$38,225.05 Account Number/Title 210001
8 0000
1-001-01107-000-0000-0000-731319-00000-9

Title: A/p Legal - All Other Attorneys *8/24/17*

\$ _____ Title: _____ *8/24/17*

\$38,225.05 Total

Description/Purpose of Request

Payment on Invoice #20171807 for professional services and expenses
incurred thru June 30, 2017 *JV*

Date Needed By: _____ Next check run _____

This Section For Business Office Use Only

Manual Check Regular Processing

01 Fund Batch No. **RECEIVED**

8/17 G/L Date 47150 Vendor No. AUG 24 2017

Grant Accountant (If Applicable) ACCOUNTS PAYABLE
Richard

Approval (If Applicable)

HAMMONDS, SILLS, ADKINS & GUICE, LLP

BATON ROUGE and MONROE
2431 S. ACADIAN THRUWAY, SUITE 600
BATON ROUGE, LA 70808
FEDERAL TAX I.D. [REDACTED]

August 9, 2017

Dr. Donald Aguiard, Superintendent
Lafayette Parish School Board
P. O. Drawer 2158
Lafayette, LA 70502-2158

RECEIVED**AUG 15 2017****INVOICE # 20171807**

LAFAYETTE PARISH
SCHOOL BOARD
SUPERINTENDENT

**FOR PROFESSIONAL SERVICES RENDERED
AND EXPENSES INCURRED**

THRU JUNE 30, 2017**PROFESSIONAL SERVICES**

	<u>Hours</u>	<u>Amount</u>
6/13/2017 DBC Reviewed request from client and initiated research.	0.60	
6/20/2017 WTS Received and began review of OCR complaint; emailed Ms. Bernard regarding same; emailed OCR regarding same; reviewed issues regarding possible resolution of complaint.	1.80	
6/27/2017 CFH Travel to Lafayette to review Southside High School material and supply bid packages for USDA compliance.	1.20	
SUBTOTAL:	[3.60	\$750.00]

ADVICE & COUNSEL

6/1/2017 EMA Reviewed email from L. Francis re juice bid; Reviewed documents; Research re same.	1.80
DAB Brief review and consideration of matters related to proposed reorganization of social worker positions.	0.20
RLH E-mails to and from S. Thibodeaux regarding school social worker job description after review of same and comparison with former job description.	0.70
6/2/2017 EMA Conference call with L. Francis re juice bid; Reviewed bid specifications re juice bid; Drafted and sent email to A. McClellan re contract; Reviewed prior email	3.00
6/5/2017 EMA Reviewed email from K. Bordelon re garbage disposal contract; Reviewed existing contract between LPSS and Waste Management; Drafted Contract Amendment No. 1; Drafted and sent email to K.	1.60

		<u>Hours</u>	<u>Amount</u>
	Bordelon re same; Reviewed email from K. Bordelon.		
6/5/2017	RLH Received corrected [REDACTED] and forwarded to teacher's counsel.	0.20	
	DAB Receipt and review of email correspondence from S. Thibodeaux regarding proposed return to Lafayette Parish School System of former principal; telephone conference with School Board member regarding various matters related to wording of and placing items on agendas.	0.50	
6/6/2017	EMA Reviewed email from K. Bordelon re garbage contract; Reviewed contract documents/RFP; Drafted and sent email to K. Bordelon re same; Reviewed email from K. Bordelon re recyclables; Reviewed documents re recyclables provisions; Drafted and sent email to K. Bordelon re same; Reviewed email from L. Francis review of addendum; Research; Drafted and sent email to L. Francis re same; Reviewed email from L. Francis re same.	2.30	
	RLH Reviewed e-mail from S. Thibodeaux regarding arrested teacher; research regarding obligation to report arrest; telephone conference with S. Thibodeaux regarding same.	0.70	
	CFH Began review of proposed CMAR contract with Lemoine for Performing Arts project.	2.80	
6/7/2017	EMA Conference call with B. Guidry regarding bids.	0.40	
	DAB Receipt and review of email correspondence from J. Craig forwarding copies of staff and student acceptable use policies (EFA and IFBGA) for review and proposed revisions; began review and consideration of same.	1.70	
	RLH Out of office conference in Lafayette with Superintendent Aguillard regarding general counsel situation; forwarded e-mail to Superintendent Aguillard thanking him for conference; travel.	3.50	NO CHARGE
	RLH Out of office conference with S. Thibodeaux and others regarding personnel matters.	0.80	
6/8/2017	EMA Conference call with K. Bordelon re garbage collection contract.	0.40	
	DAB Prepared email correspondence to J. Craig with preliminary inquiries concerning review and proposed revisions to staff and student acceptable use policies (EFA and IFBGA) and other related matters and continued review, and revision of same; receipt and review of email correspondence from J. Craig in response to same; receipt and review of email correspondence from L. Dickerson in response to same; receipt and review of email notification from BoardDocs regarding New Featured Meeting: Board Executive Committee scheduled for 6/12/17; retrieved copy and began review of same; telephone conference with S. Thibodeaux regarding wording/revision	1.40	

		<u>Hours</u>	<u>Amount</u>
	of agenda item in connection with same.		
6/9/2017	EMA Reviewed email from L. Francis re liquidated damages; Research; Drafted and sent lengthy email to L. Francis re liquidated damages; Reviewed email from L. Francis re band instruments; Research; Drafted and sent email to L. Francis re same; Reviewed email from B. Guidry re bid specs.	2.20	
	DAB Receipt and review of email notification from BoardDocs regarding New Featured Meeting: Regular Board Meeting scheduled for 6/14/17; retrieved agenda and began review of same; receipt and review of email inquiry from B. Guidry regarding prevention of late submitted time sheets (supplemental pay) and forwarding documentation concerning same; analysis and consideration of forwarded information; research of Lafayette Parish School System policies and procedures for reporting overtime and substitute time; research of regulations (FLSA) governing payment of overtime and reporting requirements; prepared email memorandum to B. Guidry providing opinion in response to inquiry regarding same; email and telephone conferences with S. Thibodaux and J. Craig regarding revision of agenda item for executive committee meeting; receipt and review of email notifications from BoardDocs regarding Changes to Active Agenda Item: Item: 2.3 Human Resources: In-House Attorney Information Item; Item: 2.6 Human Resources: Administration/Academic Department Reorganization, Item: 2.4 Human Resources: Immigration Attorney Resolution 05-17-1908,	3.00	
	CFH Continued review of proposed contract with Lemolne for Performing Arts Center.	3.20	
	PWD Researched in-house counsel issues.	0.80	
6/12/2017	JKG Telephone conference with Ethics Board regarding 1112 issue.	0.30	
	RLH Reviewed agenda items for executive committee meeting and School Board meeting in preparation for both; reviewed proposed RTW policy.	0.70	
	RLH Travel to and from Executive Committee meeting.	2.20	NO CHARGE
	RLH Out of office conference with staff regarding personnel and other matters.	0.50	
	RLH Attended Executive Committee meeting.	2.00	
	DAB Travel Baton Rouge to Lafayette in connection with Executive Committee meeting; attended meeting.	3.30	NO CHARGE
6/13/2017	EMA Reviewed email from L. Francis re juice bid rejection response; Drafted and sent email to L. Francis re same; Reviewed email from D. Aguillard re rejection letter; Drafted and sent email to D. Aguillard re same; Conference call with L. Francis re juice bid; Conference call	8.10	

		<u>Hours</u>	<u>Amount</u>
	with R. Sherville re juice bid; Reviewed protest letter filed by M&B Products; Reviewed bid specifications; Reviewed product literature; Research re bid rejection defenses; Began drafting response letter to M&B; Reviewed email re MOU termination letter; Drafted and sent email re same.		
6/13/2017	RLH Reviewed and revised draft of special counsel resolution for immigration lawyer.	0.50	
	DAB Travel Lafayette to Baton Rouge in connection with Executive Committee meeting.	1.30	NO CHARGE
	DAB Receipt and review of email correspondence from S. Thibodaux forwarding copy of revised Special Counsel Resolution for Immigration Attorney for review prior to placing on Agenda; receipt and review of email notifications from BoardDocs regarding changes to active agenda items; reorganization of the Career Education and Schools of Choice Department, resolution for immigration attorney, administration reorganization regarding instructional strategist, Administration/Academic Department reorganization regarding social workers, revisions to policy file JGCE, Child Abuse, and return to work program; retrieved and briefly reviewed revised agenda items and attachments thereto.	0.60	
	CTJ Telephone conference with Board member, Dawn Morris, regarding return to work policy.	0.20	
	TTM Teleconferenced with K. Bordelon re: content of revised CEA regarding Northside High gym floor.	0.70	
	KFS Per request of B. Guidry worked on special counsel resolution for tax special counsel.	1.50	
6/14/2017	RLH Attended School Board meeting.	2.00	NO CHARGE
	RLH Return travel from School Board meeting.	1.20	NO CHARGE
	RLH Meeting with staff relative to personnel and other matters.	2.20	
	EMA Conference call regarding OLOL MOU; Reviewed proposed contract documents re OLOL MOU; Conference call with L. Francis re bid issues; Reviewed email from L. Francis; Edited letter re juice purchase; Drafted and sent email to L. Francis.	2.70	
	DAB Travel Baton Rouge to Lafayette in connection with regular School Board meeting and conference with staff.	1.20	NO CHARGE
	DAB Continued review of agenda items and attachments thereto in preparation for discussion of same during regular School Board meeting, particularly those related to elimination of instructional strategist position, elimination of social worker position, MOU with Our Lady of Lourdes & Lafayette Parish School System, food service	4.60	

		<u>Hours</u>	<u>Amount</u>
	bid withdrawal, and return to work; out-office conference with J. Craig, S. Thibodaux, and K. Veal regarding various personnel and other matters, including revision/adoption of new policies, elimination of central office position(s), proposed discipline of principal, etc.; attended regular School Board meeting.		
6/14/2017	CFH Receive and reviewed email correspondence and bid documents regarding Labatt Food Service bid; telephone conversation with L. Francis regarding same; email correspondence to L. Francis regarding same.	1.10	
	TTM Corresponded with K. Bordelon re: proposed amendments to Northside High gym floor CEA; reviewed existing agreement and outlined revisions for sections requiring amendment.	0.90	
6/15/2017	RLH Received from S. Thibodeaux request for drafting letters of assignment for former instructional strategists and began working on same.	0.60	
	DBC Communicated via email with Mona Bernard regarding next step in request for assistance with Return to Work program.	0.30	
	EMA Reviewed emails re OLOL MOU; Drafted and sent email re same; Reviewed email from L. Francis re juice purchase; Reviewed email re food bid; Reviewed email from K. Bordelon re agenda; Reviewed email from K. Bordelon re garbage collection amendment; Reviewed prior contract; Drafted and sent email to K. Bordelon re garbage contract; Reviewed email from K. Bordelon; Conference call with K. Bordelon.	2.60	
	DAB Travel Lafayette to Baton Rouge in connection with regular School Board meeting and conference with staff.	1.30	NO CHARGE
	DAB Receipt and review of email correspondence from J. Craig with inquiry concerning various matters related to teacher duties and senior class sponsor; brief analysis and consideration of legal issues and concerns related to same; receipt and review of email correspondence from J. Craig forwarding information regarding and requesting preparation of 7-day letter for proposed termination of non-tenured using policy GBRA as primary basis; receipt and review of email correspondence from J. Craig regarding review and conference regarding Lafayette Parish School System employee and student acceptable use policies; receipt and review of email correspondence from S. Thibodaux forwarding information and documentation for review in connection with and requesting preparation of correspondence for instructional strategists regarding elimination of position and placement in new position; began review and consideration of same and began drafting requested correspondence; analysis and consideration of previously approved Cooperative Endeavor Agreement for refinishing of Northside High gym floor, proposed revisions thereto, School Board policies concerning advertising in schools and authority to enter and sign	3.70	

		<u>Hours</u>	<u>Amount</u>
	contracts obligating the School Board as they relate to inquiry concerning School Board approval for revised agreement.		
6/15/2017 TTM	Drafted amendments to Northshore High gym floor CEA; researched regarding superintendent's authority to amend initial CEA; corresponded with K. Bordelon regarding amendments and procedures for executing amendments.	1.60	
6/16/2017 DAB	Brief review and consideration of various matters related to Superintendent's authority to enter into new Cooperative Endeavor Agreement for refinishing of Northside High gym floor, issues related to Frozen Juice Bid for 17/18 school year, and issues related to agenda item concerning line item bid awards for dry and frozen food products for 17/18 school year; extended telephone conference with S. Thibodaux regarding numerous matters including opinion letter, resolution, board meeting agenda item, and other issues related to immigration attorney and immigration matters, particularly as to New Orleans attorney hired by employee, issues related to preparation of letter for instructional strategist and social workers for new positions, and issues related to preparation of 7-day letter for employee; receipt and review of email correspondence from S. Thibodaux regarding visa obligation legal services; began review, analysis and consideration of information and documentation forwarded by S. Thibodaux and J. Craig and prepared draft of 7-day letter for employee regarding Facebook comments/posts; numerous email correspondence to/from S. Thibodaux and J. Craig regarding same, including receipt and review of additional information and documentation in support of charges; prepared email correspondence to S. Thibodaux and J. Craig forwarding draft of 7-day letter for employee; receipt and review of email correspondence from S. Thibodaux forwarding copy of written correspondence from attorney's office with enclosed signed authorization allowing inspection and copying of employment records for release of personnel file of employee for purposes of litigation, requesting advise in connection with same; began review and consideration of same.	3.90	
DAB	Prepared email correspondence to S. Thibodaux with advise for handling and responding to requests for records; telephone conference with S. Thibodaux regarding inquiry concerning requirement for principal at each school location; conducted brief review, analysis and consideration of applicable statutes and bulletins regarding same; multiple email correspondences to/from S. Thibodaux regarding information about school and question and options regarding principal for same; receipt and review of email correspondence from S. Thibodaux requesting preparation of letter to social workers advising that working days are being reduced and forwarding job descriptions applicable for same; continued review, analysis and consideration of materials including new job description for instructional leader and continued preparing draft of letter to employees in such position; prepared email memorandum to S. Thibodaux requesting specific information necessary for inclusion in	3.90	

		<u>Hours</u>	<u>Amount</u>
	letter to instructional strategist/instructional leaders; prepared email correspondence to J. Craig regarding scheduling of telephone conference to discuss acceptable use policies; began brief review of information forwarded regarding 21 visa for immigrant employees.		
6/16/2017	EMA Reviewed email from L. Francis re response letter; Finalized letter; Drafted and sent email to M&B Products; Drafted and sent email to D. Aguillard; Exchanged emails re juice bid.	1.10	
	DAB Began review and consideration of same; prepared email correspondence to S. Thibodaux with advise for handling and responding to request for records; telephone conference with S. Thibodaux regarding inquiry concerning requirement for principal at each school location; conducted brief review analysis and consideration of applicable statutes and bulletins regarding same; multiple email correspondence to/from S. Thibodaux regarding information about school in question and options regarding principal for same; receipt and review of email correspondence from S. Thibodaux requesting letter to social workers advising that working days are being reduced and forwarding job descriptions applicable for same; continued review analysis and consideration of materials including new job description for instructional leader and continued preparing draft of letter to employees in such position; prepared email memorandum to S. Thibodaux requesting specific information necessary for inclusion in letter to instructional strategist/instructional leaders; prepared email correspondence to J. Craig regarding scheduling of telephone conference to discuss acceptable use policies; began brief review of information forwarding regarding 21 visa for immigrant employees.	3.90	
	TTM Reviewed prior board minutes regarding Northside High gym floor, corresponded with K. Bordelon re: same; sent draft of new CEA to K. Bordelon with description of changes.	1.30	
6/19/2017	EMA Reviewed email from L. Francis re received bids.	0.10	
	TTM Corresponded with K. Bordelon regarding amendments to agreement concerning Northside High gym floor maintenance; reviewed prior Cooperative Endeavor Agreement and outlined necessary edits.	0.60	
	DAB Receipt and review of email correspondence from J. Craig regarding conference call for discussing employee and student acceptable use policies; receipt and review of email correspondence from School Board member forwarding inquiries related to revisions of Cooperative Endeavor Agreement for refinishing of Northside High gym floor; began review consideration and discussion of same; receipt and review of email correspondence from S. Thibodaux forwarding email correspondence from private immigration attorney of employee concerning application for Q1 visa and other related matters; began review and consideration of same; prepared email correspondence to S. Thibodaux with inquiry related to fees in	7.20	

		<u>Hours</u>	<u>Amount</u>
	connection with same; receipt and review of email correspondence from S. Thibodaux providing responses to various questions related to information needed for written correspondence preparing for instructional leaders; continued conducting research necessary form and preparing written legal opinion regarding Constitutionality of payment of fees associated with sponsoring immigration visas for employees; correspondence with and forwarded document to School Board member regarding questions concerning revision of Cooperative Endeavor Agreement for refinishing of gym floor at Northside High School; receipt and review of email correspondence from S. Thibodaux forwarding for review draft of Special Council Resolution for private immigration attorney for employee; began review and consideration of same; receipt and review of email correspondence from S. Thibodaux forwarding copy of Special Council Resolution for immigration attorney approved by the Board for forwarding to Attorney General's office for approval; receipt and review of email correspondence from S. Thibodaux requesting copy of legal opinion regarding immigration attorneys.		
6/19/2017	RLH Request by M. Bernard for information on hours worked; began accumulation of information relative to same; worked on opinion letter relative to payment for immigration of counsel; communications with S. Thibodeaux regarding same.	1.70	
6/20/2017	RLH Research regarding applicability of La. R.S. 17:444(B) to new position of instructional leader; reviewed and revised draft of letter to employees regarding change in job description.	0.90	
	DAB Receipt and review of email correspondence from S. Thibodaux regarding first day of work for instructional leaders; receipt and review of email correspondence from S. Thibodaux forwarding copy of Special Council Resolution for Immigration Attorney to Attorney General's office for approval; prepared email correspondence to S. Thibodaux regarding revision/drafting of performance objectives for attachment to new contracts for instruction leaders; receipt and review of brief reply email correspondence from S. Thibodaux in connection with same; telephone conference with School Board member regarding various matters; including those related to Cooperative Endeavor Agreement for refinishing of Northside High gym floor and bids related to Section 16 land; extended telephone conference with J. Craig and L. Dickerson regarding various matters concerning revision/drafting of employee and student acceptable use policies and guidelines and social media policies; receipt and review of numerous follow-up correspondences from L. Dickerson forwarding versions of drafts of said policies for review, consideration and/or revision; continued drafting reviewed revised and finalized written correspondence to be sent to instructional leaders regarding elimination of former positions; prepared email correspondence to S. Thibodaux forwarding same; receipt and review of email correspondence from S. Thibodaux with inquiry regarding similar letter for social workers; numerous email correspondence to/from S. Thibodaux regarding preparation/revision of performance objective	3.40	

		<u>Hours</u>	<u>Amount</u>
	to be attached to new contracts for instructional leaders; forwarding drafts of same for revision and review.		
6/20/2017	DAB Receipt and review of email correspondence from S. Thibodaux regarding drafting of new contract for instructional leaders; reviewed revised and finalized new administrative contract for new position of instructional leader; prepared email correspondence to S. Thibodaux forwarding copy of same to be attached to written correspondence forwarded to instructional leaders; receipt and review of email correspondence from S. Thibodaux forwarding information and documentation related to principal for whom Superintendent is considering disciplinary action and requesting preparation of documentation necessary for same; began review analysis and consideration of information and documentation regarding elimination of qualified social worker position and creation of two new positions as approved by School Board at recent meeting and as forwarded by S. Thibodaux; prepared email memorandum to S. Thibodaux with inquiries related to same.	3.40	
6/21/2017	RLH Received and reviewed information received from staff regarding administrator with excessive absences; communicated with D. Boudreaux regarding same.	0.30	
	DAB Receipt and review of email correspondence from S. Thibodaux regarding Superintendent's recommendation for disciplinary action for principal and request for preparation of letter in connection with same; conducted research analysis and consideration of matters related to Q1 visa, application therefore, fees related thereto, obligations of employer versus those of employee in connection therewith, and conducted analysis of School Board's proposed payment of same against Constitutional Prohibition against gratuitous donation of public funds; for purposes of written legal opinion continued research analysis and consideration of Louisiana Department of Education and the Council for the Development of French in Louisiana Exchange Visitor Program/J-1 visa programs for staffing school emersion programs with foreign teachers, applications therefore; costs associated therewith, and other related matters; continued other research necessary for and drafting of written legal opinion concerning Constitutionality of payment of fees associated with sponsoring foreign teachers for immigration visas.	7.60	
6/22/2017	RLH Research and office conference with D. Boudreaux regarding new social worker positions and assignment of personnel to same and regarding immigration law opinion on use of public funds to pay for legal services.	0.80	
	EMA Final edits to GPO memorandum; Drafted and sent email re same.	1.00	
	DAB Prepared email memorandum to S. Thibodaux and B. Guidry regarding forthcoming legal opinion as to payment of legal fees for application/sponsoring of employee for Q-1 visa, Constitutionality of same, and other related matters; receipt and review of brief email	7.40	

		<u>Hours</u>	<u>Amount</u>
	reply from B. Guidry regarding same; receipt and review of email correspondence from S. Thibodaux forwarding copy of specific performance objectives for instruction leaders and inquiry regarding approval of contract regarding same; receipt and review of email correspondence from S. Thibodaux regarding payment of legal fees to private immigration attorneys for employee in connection with application for Q-1 visa; extended telephone conference with S. Thibodaux regarding various matters, including reorganization of social worker positions and preparation of correspondence to said employees and matters related to availability of qualified applicants for staffing emergence and other matters related to staffing and applying for immigration visas, foreign teachers, and non-foreign teachers; continued conducting research related to J-1, H-1B, green card, and Q-1 visas and related matters in connection with and continued preparing written legal opinion regarding Constitutionality of the School Board's payment of fees associated with applying for/sponsoring foreign in obtaining said visas; analysis and consideration of matters related to recent Board approval of elimination of qualified social worker position and creation of school social worker position and pupil appraisal social worker position at different rates of pay, different pay scales, and different number of work days.		
6/23/2017	CFH Completed review of proposed CMAR contract with Lemoine Company for Performing Arts project.	3.60	
	DAB Receipt and review of email correspondence from S. Thibodaux with inquiry regarding approval of new contracts for instructional leaders; receipt and review of three email correspondences from S. Thibodaux forwarding copies of numerous written and email correspondences to/from attorney, T. Broussard, regarding public records request; began review, analysis, and consideration of various requests, La. statutes cited by attorney, and La. statutes applicable to particular requests.	1.40	
	DAB Receipt and review of email correspondence from S. Thibodaux forwarding documentation from immigration counsel regarding Immigration Services Summary; brief review and consideration of same; continued preparing written legal opinion regarding constitutionality of the Lafayette Parish School System's payment of certain fees associated with the process of sponsoring employment visas for foreign teachers, including three-step analysis and application of La. jurisprudence concerning Louisiana Constitution Article VII, §14 as it relates to donation of public funds and explanations of the fees, applications, and steps in the application process as it relates to each type of visa and the financial obligations associated with same for each J-1, H-1B, green card, and Q-1 visas, and then analyzing the constitutionality of proposed payments by LPSS in connection with each and in comparison with the needs of the district and availability of qualified non-foreign individuals to staff the district's immersion programs.	5.70	

		<u>Hours</u>	<u>Amount</u>
6/23/2017	TTM	Drafted Amendment to CEA regarding Northside High gym floor maintenance and corresponded with K. Bordelon and W. Lemoine regarding same.	1.10
6/26/2017	RLH	Reviewed and revised lengthy opinion relative to payment of immigration-related fees; multiple conferences with D. Boudreaux regarding same; telephone conference with Superintendent Aguillard regarding same; telephone conference with S. Thibodeaux regarding same and regarding transfer of principal; received email from S. Thibodeaux regarding approval of H-1B Visa extension applications for teachers; responded thereto; received and reviewed email from S. Thibodeaux regarding procedure for moving principal into assistant principal position; office conference with D. Boudreaux regarding same; reviewed public records request received by system; brief research of whether any of the documents in employee's personnel file constitute "public records" for purposes of release; office conference with D. Boudreaux regarding strategy for responding.	3.60
	DAB	Participated in telephone conference with Dr. Aguillard regarding matters related to finalizing and issuing written legal opinion regarding payment of immigration related fees; reviewed, revised, finalized, and forwarded to S. Thibodeaux drafts of letters to send to employees in new positions of Pupil Appraisal Social Worker and School Social Worker; continued review and revision of, finalized and forwarded to Dr. Aguillard legal opinion letter regarding payment of immigration related fees; continued review, analysis, and consideration of public records request for production of employee personnel file and La. statutes applicable to same; prepared brief email correspondence to S. Thibodeaux in connection with same.	4.40
	DAB	Receipt & Review of email correspondence from S. Thibodeaux with inquiry regarding approval of new contracts for instructional leaders; receipt and review of email correspondence from S. Thibodeaux with update regarding Lafayette Parish School System exemption from the H-1B visa cap; prepared email correspondence to S. Thibodeaux in response to inquiry regarding approval of new contracts for instructional leaders; receipt and review of multiple email correspondences from S. Thibodeaux concerning proposed disciplinary action of principal; began brief review and consideration of information and documentation forwarded; prepared email correspondence to S. Thibodeaux outlining information forwarded and requesting confirmation of same and proposed action.	1.20
	CFH	Telephone conversation with K. Bordelon regarding CMAR contract with Lemoine Company for Performing Arts project.	0.60
	CFH	Issued email correspondence to Lemoine Company regarding Performing Arts contract.	0.40

		<u>Hours</u>	<u>Amount</u>
6/27/2017	EMA Conference call with L. Francis re materials/supplies bid.	0.30	
	DAB Brief analysis and consideration of ongoing matters related to Cooperative Endeavor Agreement for refinishing gym floor at Northside High; receipt and review of email correspondence from S. Thibodaux regarding Personnel File/Public Records Request; multiple follow up email correspondence to/from S. Thibodaux regarding same; continued review, analysis, and consideration of public records request for inspection of employee personnel file and La. statutes and jurisprudence applicable to same; prepared, reviewed, revised, finalized, and forwarded written correspondence to attorney in response to public records request for inspection of employee personnel file; prepared email correspondence to S. Thibodaux, Dr. Aguillard, and M. Bernard forwarding copy of written correspondence sent to attorney in response to public records request for inspection of employee personnel file.	3.60	
	TTM Created CEA addendum depicting logo with black border as requested by donor.	0.30	
6/28/2017	DAB Receipt and review of email correspondence from S. Thibodaux regarding status of letter concerning disciplinary action against principal; prepared brief email reply to S. Thibodaux; reviewed, analyzed, and considered information and documentation provided in support of proposed disciplinary action against principal; drafted "Waiver of Right to Hearing and Consent to Action" for execution by said principal; prepared email correspondence to Dr. Aguillard and S. Thibodaux forwarding same and explaining required actions and steps for proceeding in connection with same; prepared email correspondence to J. Craig regarding inquiry concerning senior class sponsor; telephone conference with S. Thibodaux regarding additional terms agreed upon between Superintendent and principal and possible revision of Waiver document in light thereof; prepared email correspondence to S. Thibodaux requesting additional information in connection to same; receipt and review of email correspondence from S. Thibodaux forwarding documentation reflecting requested payroll deduction information; began examination of same and revision of Waiver document for principal in accordance with same; prepared email correspondence to S. Thibodaux with proposed revised language and inquiries re terms of proposed payroll deductions; receipt and review of email correspondence from S. Thibodaux forwarding written documentation and information in response to same; began examination of same and continued revision of Waiver document for principal incorporating same.	3.70	
	DAB Multiple follow email correspondences to/from S. Thibodaux regarding proposed revised language for review; telephone conference with S. Thibodaux regarding meeting with principal for execution of Waiver document and re personnel matter involving proposed execution of MOU between two employees; receipt and	2.80	

		<u>Hours</u>	<u>Amount</u>
	review of email correspondences from S. Thibodaux forwarding copies of two version of said MOU's for review and recommendation; examination and consideration of same and telephone conference with S. Thibodaux regarding recommendation action; revised and finalized "Waiver of Right to Hearing and Consent to Disciplinary Action" for execution by said principal; prepared email correspondence to Dr. Aguillard and S. Thibodaux forwarding same and explaining required actions and steps for proceeding in connection with same; review of recently approved reorganization of the Career Technical Education and Schools of Choice Department, approval of revised job description for Career and Technical Education Resource and Development Coordinator, and positions of "Schools of Choice Marketing/Recruitment Coordinator" and "Schools of Choice Enrollment and Recruitment Manager" as referenced in MOUs in connection with same; prepared email memorandum to S. Thibodaux summarizing findings and recommended actions regarding same.		
6/29/2017	DAB Receipt and review of email correspondence from S. Thibodaux with inquiry regarding qualifications of individual for community liaison position; began review and consideration of forwarded information, documentation, job description, etc.; continued reviewing existing acceptable use policies (student and staff) and working on revision of policy manual computer/internet use policies and handbook acceptable use agreements.	3.10	
	EMA Reviewed email from J. Craig re SRO Agreement; Reviewed SRO agreement; Edited agreement; Research; Drafted and sent email to J. Craig re agreement; Reviewed prior email from J. Craig.	2.90	
6/30/2017	DAB Continued review and consideration of forwarded information, documentation, job description, transcript, etc., in connection with inquiry from S. Thibodaux regarding qualifications for community liaison position; prepared email correspondence to S. Thibodaux with opinion in response to same.	0.60	
SUBTOTAL:		[166.90	\$32,062.50]
6/20/2017	RLH Reviewed OCR complaint received from M. Bernard; e-mail to M. Bernard regarding handling of case.	0.30	
6/21/2017	WTS Began review of documents from system staff regarding OCR initial data request; received, reviewed, and responded to emails from Ms. Bernard regarding same; reviewed issues regarding possible resolution of complaint; emailed OCR regarding initiating resolution process.	2.30	

		<u>Hours</u>	<u>Amount</u>
6/23/2017	WTS Received, reviewed, and responded to email from Ms. Bernard regarding OCR initial data request; continued preparation of response to request.	0.80	
6/27/2017	WTS Received, reviewed, and responded to emails from OCR regarding complaint resolution and response to information request.	0.20	
6/28/2017	WTS Continued preparation of response to OCR's information request.	0.50	
6/30/2017	WTS Finalized and submitted response to OCR's initial data request.	0.40	
SUBTOTAL:		[4.50	\$1,012.50]

YOUNGSVILLE HIGH SCHOOL

6/7/2017	CFH Telephone conversations with L. Francis regarding issuance of addendum for materials and supplies purchases; researched issues regarding same; reviewed and revised addendum prepared by L. Francis; emailed revised addendum to L. Francis.	1.10	
6/19/2017	CFH Received and reviewed email correspondence from L. Francis regarding Southside High School materials and supplies bids; telephone conversation with L. Francis regarding same.	0.30	
6/20/2017	CFH Telephone conversation with L. Francis regarding attorney review of Material and Supplies packages for USDA compliance.	0.40	
6/26/2017	CFH Telephone conversation with L. Francis regarding materials and supplies bids and certification of USDA compliance for same; performed research regarding USDA requirements for same.	1.30	
6/27/2017	CFH Participated in various office conferences with L. Francis and B. Guidry regarding Southside High School Materials and Supplies packages; reviewed packages and bids for USDA compliance.	7.60	
	CFH Return travel to Baton Rouge following review Southside High School Materials and Supplies packages and bids for USDA compliance.	1.50	
	CFH Performed legal research regarding certain issues pertaining to Louisiana's Public Bid Law as they relate to Southside High School Materials and Supplies packages and bids, as well as RD Instruction 1942A.	3.10	
	CFH Prepared correspondence to client and Attorney Certifications for Southside High School Material and Supply Packages 14-18, 15-18, 16-18, 17-18, 18-18, 19-18, 20-18; prepared correspondence to client regarding Dell computer bid.	1.90	

	<u>Hours</u>	<u>Amount</u>
6/28/2017 CFH Finalized correspondence to client and Attorney Certifications for Southside High School Material and Supply Packages 14-18, 15-18, 16-18, 17-18, 18-18, 19-18, 20-18, as well as correspondence to client regarding Dell computer bid; emailed same to L. Francis.	1.20	
CFH Reviewed contract materials for Southside High School FF&E packages 40-17 and 42-17; prepared USDA certifications for same; prepared correspondence to J. Frisco regarding same; emailed same to J. Frisco	0.80	
SUBTOTAL:	[19.20	\$4,320.00]
SUBTOTAL PROFESSIONAL SERVICES RENDERED	194.20	\$38,145.00
EXPENSES INCURRED		
<u>ADVICE & COUNSEL</u>		
6/30/2017 Copy Charges		\$12.75
SUBTOTAL:		[\$12.75]
<u>YOUNGSVILLE HIGH SCHOOL</u>		
6/28/2017 Travel by CFH to Lafayette, LA to review Southside High School material and supplies bids.		\$65.27
6/30/2017 Extraordinary postage & special handling		\$2.03
SUBTOTAL:		[\$67.30]
SUBTOTAL FOR EXPENSES INCURRED		\$80.05
TOTAL AMOUNT DUE FOR THIS INVOICE		\$38,225.05

Professional Summary

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Charles F. Hardie, VI	32.10	225.00	\$7,222.50
Courtney T. Joiner	0.20	175.00	\$35.00
Daniel B. Conway	0.90	125.00	\$112.50
Danielle A. Boudreaux	82.90	225.00	\$18,652.50
Danielle A. Boudreaux	7.10	0.00	\$0.00

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Evan M. Alvarez	30.50	175.00	\$5,337.50
Jon K. Guice	0.30	225.00	\$67.50
Kenneth F. Sills	1.50	225.00	\$337.50
Pamela W. Dill	0.80	225.00	\$180.00
Robert L. Hammonds	16.50	225.00	\$3,712.50
Robert L. Hammonds	8.90	0.00	\$0.00
Ty T. Manieri	6.50	175.00	\$1,137.50
Wayne T. Stewart	6.00	225.00	\$1,350.00

RECEIVED

SEP 01 2017

CHECK REQUEST FORM

Date Requested:

8/31/2017

BUDGET & ACCOUNTING

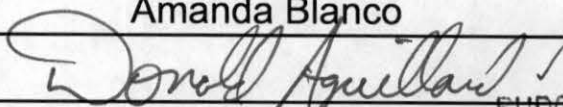
RECEIVED

Requested By:

Amanda Blanco

SEP 06 2017

Supervisor Approval:



BUDGET & ACCOUNTING

Check Payable To:

Hammonds, Sills, Adkins, & Guice, LLP

Address:

2431 Acadian Thruway, Suite 600

City, State, Zip:

Baton Rouge, LA 70808

Social Security No.(If Applicable):

OR

Employee ID# (required for employees):

Amount

\$21,515.73 ✓

Account Number/Title

8-001-01107-000-0000-0000-731319-00000-9

\$

Title:

Legal - All Other Attorneys ✓

Title:

Total

\$21,515.73 ✓

Description/Purpose of Request

Payment on Invoice #20172068 for professional services and expenses
incurred thru July 31, 2017 ✓

Date Needed By:

Next check run

This Section For Business Office Use Only

☐ Manual Check☒ Regular Processing01 Fund Batch No.9/17 weekly G/L Date117150 Vendor No. Grant Accountant (If Applicable)H. Leblanc

Approval (If Applicable)

RECEIVED

SEP 06 2017

ACCOUNTS PAYABLE

HAMMONDS, SILLS, ADKINS & GUICE, LLP

BATON ROUGE and MONROE
2431 S. ACADIAN THRUWAY, SUITE 600
BATON ROUGE, LA 70808
FEDERAL TAX I.D. [REDACTED]

RECEIVED

AUG 31 2017

August 24, 2017

LAFAYETTE PARISH
SCHOOL BOARD
SUPERINTENDENT'S OFFICE

Dr. Donald Aguiard, Superintendent
Lafayette Parish School Board
P. O. Drawer 2158
Lafayette, LA 70502-2158

INVOICE # 20172068

**FOR PROFESSIONAL SERVICES RENDERED
AND EXPENSES INCURRED**

THRU JULY 31, 2017**PROFESSIONAL SERVICES**

	<u>Hours</u>	<u>Amount</u>
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ADVICE & COUNSEL

7/3/2017 TTM	Corresponded with W. Lemoine regarding Northside gym floor cooperative agreement.	0.70
7/5/2017 DAB	Receipt and review of email correspondence from L. Keely forwarding draft of acceptable use policy for review; continued evaluation and consideration of existing and proposed revisions to policy EFA regarding employee acceptable use policy and continued working on revision/rewriting same; continued evaluation and consideration of existing and proposed revisions to policy IFBGA regarding student acceptable use policy and continued working on revision/rewriting same; brief review and consideration of matters related to cooperative endeavor agreement concerning proposed work for gym floor at Southside High.	1.80
7/6/2017 RLH	Reviewed e-mail and documentation received from S. Thibodeaux and prepared lengthy reply about employee situation; reviewed proposed job description of principal-intern and forwarded letter to S. Thibodeaux regarding same.	2.10
DAB	Continued evaluation and consideration of existing and proposed revisions to policy EFA regarding employee acceptable use policy and continued working on revision/rewriting same; continued evaluation and consideration of existing and proposed revisions to policy IFBGA regarding student acceptable use policy and continued working on revision/rewriting same; began working on drafts of "Employee Computer and Internet Use Agreement" and "Student Computer and Internet Use Agreement"; receipt and review of email correspondence from S. Thibodeaux forwarding for review and advice proposed job description for new position of "principal intern"; brief	6.40

		<u>Hours</u>	<u>Amount</u>
	review, analysis, and consideration of same, proposed qualifications for same, purpose/role of position, and other related issues/concerns regarding proposed position.		
7/7/2017	EMA Reviewed email from S. Thibodeaux re NSU contract; Reviewed contract; Reviewed prior contract; Drafted and sent email to S. Thibodeaux re same; Reviewed email from B. Guidry re tax credit; Drafted and sent email to B. Guidry re same; Exchanged emails with L. Francis re bid rejection; Reviewed email from B. Guidry; Reviewed email from S. Thibodeaux; Conference call with B. Guidry re bid question.	2.40	
	RLH Reviewed reports relating to assault pay claim of employee and forwarded e-mail to S. Thibodeaux regarding same [REDACTED]	0.50	
	PLD Research and response to inquiry from B. Thibodeaux regarding funding sources for non-student interpreter services; communicated with Mr. Stewart regarding same.	0.60	
	WTS Received, reviewed, and responded to email from Mr. Thibodeaux regarding interpreter services.	0.40	
	DAB Briefly made a few changes to working drafts of employee and student acceptable use policies; prepared detailed email memorandum to J. Craig and L. Dickerson forwarding working drafts of proposed revisions to/rewritten/new policies EFA and IFBGA renamed Employee Computer and Internet Use and Student Computer and Internet Use, respectively, explaining four attached documents, redline drafts, non-redline drafts, summarizing the changes, additions, deletions, etc. made in each policy, and pointing out and explaining sections/areas in which additional information and/or discussion is necessary; receipt and review of multiple email correspondences from S. Thibodeaux regarding proposed termination of employee receiving assault pay.	1.60	
7/10/2017	EMA Reviewed email from L. Francis re bid; Reviewed bid specifications; Drafted and sent email to L. Francis.	1.20	
	DAB Correspondence with School Board member regarding ethics inquiry.	0.20	
	TTM Corresponded with K. Bordelon regarding Southside gym floor CEA; teleconferenced with K. Bordelon regarding Southside gym floor CEA; drafted Southside gym floor CEA and sent draft of same to K. Bordelon.	2.20	
7/11/2017	DAB Brief analysis and consideration of applicable ethics statutes and prepared email correspondence to School Board member in response to inquiry regarding admission to fundraiser; receipt and review of email correspondence from S. Thibodeaux regarding special counsel resolution to Attorney General's office; receipt and review of email correspondence from S. Thibodeaux forwarding special counsel resolution for immigration attorney for review and approval; review	1.80	

		<u>Hours</u>	<u>Amount</u>
	and consideration of same; prepared email correspondence to S. Thibodaux with legal opinion and advice regarding proposed special counsel resolution/payment of fees associated with Q-1 application; brief analysis and consideration of matters related to proposed CEA for basketball court at Southside High and issues/concerns regarding same.		
7/12/2017	EMA Reviewed multiple emails from L. Francis; Reviewed bid specifications re library books; Reviewed Follett bid response to bid specifications; Research, Drafted response letter to L. Francis.	4.20	
	RLH Received telephone call from S. Thibodeaux regarding immigration lawyer and regarding personnel matter.	0.30	
	DAB Telephone conference with S. Thibodaux regarding various personnel matters including payment of legal fees to immigration attorney and options for handling proposed termination of absent employee refusing to return to work; telephone conference with School Board member regarding various matters including employment of foreign teachers, payment of visa fees, and other related matters; receipt and review of email correspondence from S. Thibodaux regarding Gasparian Resolution-07-17-1913, review of same, agenda item for same, and other related matters; receipt and review of email correspondence from J. Craig forwarding desired changes to proposed policies EFA, Employee Computer and Internet Use & IFBGA, Student Computer and Internet Use; began brief review of same.	1.10	
7/13/2017	DAB Receipt and review of email correspondence from M. Bernard forwarding for review and approval proposed new policy LEG, commercial promotional and corporate sponsorships and partnerships; began review analysis and consideration of same; review and consideration of policy KIB, advertising in schools, in connection with same; prepared email memorandum to M. Bernard outlining concerns regarding proposed new policy LEG and suggesting options in lieu thereof; receipt and review of email correspondence from M. Bernard in response to same; analysis and consideration of proposed revision of policy KIB.	1.60	
7/14/2017	CFH Telephone conversation with L. Francis regarding piggybacking on another school board's Pre-K supply bid.	0.50	
	EMA Reviewed email from S. Thibodeaux re contract review; Reviewed contract re student-teachers; Edited contract; Conference call with K. Veal; Drafted and sent email to S. Thibodeaux; Conference re Lemoine logo issues; Conference call with M. Dugas re lease of property; Research; Conference call with M. Dugas re raffle of car; Reviewed email from J. Craig re health center form.	4.10	
	DAB Review and consideration of various versions of existing policies and continued preparation of new policy regarding employee use of social media (EFAA); brief review and consideration of matters	2.30	

		<u>Hours</u>	<u>Amount</u>
	related to proposed new policy LEG/revisions to policy KIB.		
7/14/2017 TTM	Reviewed proposed policies LEG and KIB regarding promotional opportunities offered by the school board; researched related laws and regulations and drafted guidance regarding same.	1.70	NO CHARGE
7/15/2017 DAB	Continued prep of new policy regarding employee use of social media (EFAA).	0.90	
7/17/2017 EMA	Exchanged emails with L. Francis re call; Conference call with L. Francis re various issues; Reviewed email from S. Thibodeaux re contract; Reviewed email from L. Francis re piggyback; Conference re outstanding issues.	1.30	
DAB	Multiple email correspondence from/to J. Craig with inquiry regarding technology use policies; teleconference with S. Thibodeaux regarding various personnel matters including claims of sexual harassment and handling of same, immigration issues, and inter-personnel issues; receipt and review of numerous email correspondence from S. Thibodeaux forwarding information and documentation concerning the claims of sexual harassment matter; cursory review of same; teleconference with S. Thibodeaux and K. Vead regarding matters related to pupil appraisal social workers salary; receipt and review of email correspondence from S. Thibodeaux forwarding information and documentation related to old lawsuit filed by social workers against Lafayette Parish School Board; brief review of same; teleconference with S. Thibodeaux regarding matters related to positions of Human Resources Director and Assistant Human Resources Director; receipt and review of email correspondence from L. Dickerson forwarding copies of re-revised policies EFA and IFBGA for review, consideration, and approval; cursory review of same.	1.90	
7/18/2017 CFH	Reviewed and researched Public Bid Law question posed by L. Francis regarding submission of descriptive literature for material and supplies bids; responded to L. Francis by email regarding same.	0.90	
EMA	Reviewed email from L. Francis re title 38 references; Research; Drafted and sent email to L. Francis re Title 38 references; Reviewed emails re bid specifications; Reviewed email from L. Francis re GPO.	0.60	
DAB	Review, analysis, and consideration of proposed new policy LEG and prepared email memorandum to M. Bernard suggesting limited revisions to existing policy KIB in lieu of adoption of new policy LEG, outlining concerns and reasons therefor; receipt and review of email correspondence from M. Bernard forwarding proposed revisions to policy KIB for review, revision, and approval; receipt and review of email correspondence from S. Thibodeaux with numerous inquiries regarding pupil appraisal social workers' salary and related matters; reviewed, considered, and prepared responses to same and prepared email correspondence to S. Thibodeaux forwarding same; numerous email correspondences from/to S. Thibodeaux regarding same; receipt and review of email correspondence from S.	2.90	

		<u>Hours</u>	<u>Amount</u>
	Thibodaux regarding salary frozen motion concerning social workers; prepared reply email correspondence to S. Thibodaux requesting audio of same; continued preparation of, finalized and forwarded to J. Craig and L. Dickerson new policy regarding employee use of social media (EFAA); receipt and review of email correspondence from S. Thibodaux regarding request for cost for preparation of legal opinion; receipt and review of email correspondence from Dr. Aguillard requesting invoices related to preparation of legal opinion; prepared email correspondence to Dr. Aguillard in response thereto; teleconference with Dr. Aguillard regarding various matters including said request; receipt and review of email correspondence from S. Thibodaux regarding pupil appraisal social worker job description; began analysis and consideration of same.		
7/19/2017	EMA Reviewed email from K. Vead; Reviewed revisions proposed by NSU re student-teacher residencies.	0.40	
	DAB Receipt and review of email correspondence from S. Thibodaux regarding Revised Statute 17:418 and social workers; brief review and consideration of same; receipt and review of email correspondence from S. Thibodaux regarding social workers; brief review and consideration of matters concerning immigration visas, pupil appraisal social workers, frozen salary lawsuit, and other related matters.	0.50	
7/20/2017	EMA Reviewed prior email from J. Craig re consent; Drafted and sent email to J. Craig re consent form; Reviewed email from J. Craig re sponsoring entity; Drafted and sent email to J. Craig re care provider.	0.80	
	DAB Receipt and review of email correspondence from J. Craig regarding revisions to/new acceptable use policies and new employee social media policy; receipt and review of email correspondence from S. Thibodaux regarding salary of pupil appraisal social workers; prepared brief email reply to S. Thibodaux regarding same; prepared email correspondence to S. Thibodaux regarding audio from School Board meeting regarding freezing salary of social workers; multiple follow-up email correspondences from/to S. Thibodaux regarding same; receipt and review of email correspondence from K. Vead forwarding copy of audio of School Board meeting regarding frozen salary of social workers; receipt and review of email correspondence from M. Bernard forwarding new proposed policy for review, revision, and approval; began brief review of same; extended telephone conference with S. Thibodaux and K. Vead regarding various issues related to pupil appraisal social workers, re-organization of social worker position, salary and salary schedule, and other related matters; analysis and consideration of Louisiana statutes governing same; prepared email correspondence to S. Thibodaux and K. Vead providing legal opinion and recommended action regarding salary of pupil appraisal social workers.	1.70	

		<u>Hours</u>	<u>Amount</u>
7/21/2017	DAB	Receipt and review of email correspondence from S. Thibodaux requesting clarification of legal opinion regarding salary of pupil appraisals social workers; prepared brief email correspondence to J. Craig regarding revisions to acceptable use policies; prepared email correspondence to S. Thibodaux clarifying legal opinion regarding salary of pupil appraisal social workers; prepared brief email correspondence to M. Bernard regarding review of policy KIB; review analysis and consideration of proposed revisions to policy KIB, advertising in schools; telephone conference with School Board member regarding various items for action on agenda for regular School Board meeting of July 26, 2017; reviewed, revised and finalized changes to new/revised policies EBA, Employee Computer and Internet Use, and IFBGA, Student Computer and Internet Use; prepared email correspondence to J. Craig and L. Dickerson forwarding copies of same; receipt and review of email notification from BoardDocs regarding new featured meeting: Special Board Meeting scheduled for July 26, 2017; receipt and review of email notification from BoardDocs regarding new scheduled meeting: Finance Committee Meeting scheduled for July 24, 2017; receipt and review of email notification from BoardDocs regarding new scheduled meeting: Regular Board Meeting scheduled for July 26, 2017; retrieved copies of agenda from BoardDocs for all said meetings and brief review of same; email correspondence to/from K. Veard regarding social workers and salary schedules.	2.10
	TTM	Reviewed proposed amendments to Policy KIB and corresponded with M. Bernard regarding same.	0.80
7/22/2017	DAB	Receipt and review of email correspondence from S. Thibodaux forwarding draft of termination letter for review and revision; brief review of same; receipt and review of email correspondence from S. Thibodaux forwarding draft of letter to pupil appraisal social workers for review and revision; brief review of same.	0.40
7/24/2017	EMA	Reviewed email from J. Craig re SRO agreement; Drafted and sent email to J. Craig re same; Reviewed email from J. Craig.	0.30
7/25/2017	RLH	E-mails with S. Thibodeaux regarding presentation to administrators on 7/26/17; began preparations for presentation; reviewed numerous policies on Board agenda for 7/26/17 meeting; office conference with D. Boudreaux regarding policy proposed by School Board member about contacts from employees and preliminary research regarding same.	2.40
	RLH	Two telephone conferences with J. Terrell, Attorney General's office, regarding special counsel resolution for immigration counsel.	0.20
	EMA	Conference call with B. Guidry re intern; Reviewed email re policy revisions; Reviewed emails from S. Richard re SBHC; Drafted and sent email re same.	1.40

		<u>Hours</u>	<u>Amount</u>
7/25/2017	WTS Reviewed proposed revision of school board policy regarding students with exceptionalities.	0.50	
	WTS Conference via phone with Mr. Craig regarding transportation issues; reviewed issues regarding same.	0.50	
	DAB Teleconference with School Board member regarding various agenda items for this month and next month's agenda; brief review and consideration of proposed revisions to policy DJE, Purchasing; brief review and consideration of proposed revisions to policies GBA, Contracts and Compensation, EBBH, Use of Automated External Defibrillators, and DJC, Payroll Procedures; receipt and review of email-notification from BoardDocs regarding New Featured Meeting: Regular Board Meeting - revised; brief review and consideration of proposed new policy EK, Board Member Communication; brief review of agenda item concerning approval of proposal of recommendation regarding Internal Bus Cameras Request for Production; began preparation for presentation for administrators' in-service; review and consideration of agenda item concerning approval of Cooperative Endeavor Agreement for Southside High Gymnasium Floor Graphics and attached copy of same; observed deficiencies in said agreement and began correction of same.	2.80	
	DAB Continued review, analysis, and consideration of agenda items and attachments thereto in preparation for discussion of same during regular School Board meeting of 7/26/17; review and consideration of proposed revision to policy DJC, Payroll Procedures; prepared suggested changes and additional revisions to said policy and reviewed Payroll Dept Procedures Handbook and Pay forms in connection with same; prepared email correspondence to B. Guidry and Superintendent forwarding copy of same, summarizing changes and recommending deferral of board action on current agenda item regarding otherwise proposed revisions; reviewed and considered proposed revised job description for Social Studies/Physical Education/Health Specialist and prepared email correspondence to A. Samec regarding issues related to same; review of drafted revisions to policy KIB, Advertising in Schools, as written in attachment to item on 7/26 agenda; corrected unmarked revisions and made additional revisions to same; prepared email correspondence to M. Bernard and Dr. Aguillard forwarding copy of same, explaining changes, and recommending replacement of attached document to agenda item; review and consideration of proposed revision to policy BH, School Board Ethics, pulled agenda and minutes from 11/2/16 regular School Board meeting to confirm that same revision was approved at said meeting, and prepared email correspondence to Dr. Aguillard advising of same; review of recently issued policy review opinions and observed 11/9/16 opinion approving proposed recommendation to policies EBBH, GBA, IDDF, and DJE as revised in October 2016.	3.80	

		<u>Hours</u>	<u>Amount</u>
7/26/2017	EMA Reviewed documents re bus camera purchase; Reviewed RFP/Addendum; Drafted and sent email re same.	0.30	
	DAB Travel to and from Lafayette in connection with regular School Board meeting and presentation for administrators' in-service; meeting with School Board members after meeting.	6.30	NO CHARGE
	DAB Preparation for and provided presentation for administrators' in-service.	2.10	
	WTS Continued review of issues regarding revision of restraint and seclusion policy; emailed and received, reviewed, and responded to email from Mr. Thibodeaux regarding same.	0.50	
	RLH Prepared for and presented inservice to school system administrators; out of office conference with staff members regarding personnel matters prior to School Board meeting.	5.70	
	RLH Attended School Board meeting; travel to and from Lafayette.	3.80	NO CHARGE
	DAB Receipt and review of email correspondence from M. Bernard in response to email regarding proposed revision to policy DJC, Payroll Procedures; receipt and review of email correspondence from B. Guidry regarding same; receipt and review of email correspondence from M. Dugas regarding same and forwarding draft of proposed revision for review and comment; prepared email correspondence to M. Dugas in response to same and regarding options for possible revision; receipt and review of email correspondence from M. Dugas forwarding additional proposed revisions to policy DJC, Payroll Procedures; brief review and consideration of same; brief review and consideration of proposed revision to policy DJE, Purchasing, and prepared email correspondence to Dr. Aguillard and M. Bernard regarding suggested changes to same and recommending deferral of action on proposed revision; receipt and review of email correspondence from K. Sam forwarding documentation regarding and requesting preparation of written correspondence to creditor regarding garnishment matter of K. Porter; telephone conference with Dr. Aguillard regarding various items for action on agenda; attended regular School Board meeting; brief review and consideration of proposed revision to policy IDDF; receipt and review of email correspondence from B. Guidry regarding proposed revisions to policy BH, School Board ethics.	4.30	
	CFH Researched, reviewed and revised Policy DJE.	2.10	
7/27/2017	WTS Continued review of issues regarding transportation of Gifted students; drafted opinion letter regarding same.	4.20	
	RLH Reviewed proposed policy about employee contact with Board members and outlined questions/objections thereto.	0.50	

		<u>Hours</u>	<u>Amount</u>
7/27/2017	RLH	Reviewed and revised draft of opinion letter relative to transportation of gifted students.	0.40
	CFH	Began review and associated research of proposed SRO Agreement with City of Broussard Sheriff.	3.20
	DAB	Receipt and review of correspondence regarding matters related to satellite bus stops and gifted students; receipt and review of email correspondence from K. Vead regarding parent conference days; receipt and review of email correspondence from M. Bernard regarding meeting of School Health Advisory Council; review, analysis, and consideration of various matters related to transportation issues concerning schools of choice and gifted students in connection with request for opinion regarding same; receipt and review of email correspondence from M. Bernard forwarding proposed policy BBBF for review; began brief review of same.	1.30
7/28/2017	DAB	Reviewed documentation forwarded by K. Sam regarding garnishment matter of [REDACTED] prepared written correspondence to creditor regarding executory in Lafayette Parish; prepared email correspondence to K. Sam forwarding copy of letter sent to creditor; began examination and consideration of information and documentation forwarded by S. Thibodaux regarding proposed termination of support staff and allegations regarding harassment; brief analysis and consideration of matters related to proposed donation of work for gym floor at Southside High, revision of agreement related thereto, and other related matters; receipt and review of email correspondence from M. Bernard forwarding copy of proposed revisions to policy CGPI for review.	1.90
	CFH	Began revisions to proposed SRO Agreement with City of Broussard Sheriff; dictated first draft of correspondence to R. Craig regarding same.	2.50
	EMA	Reviewed proposed contract with ULL.	0.20
7/31/2017	DAB	Receipt and review of email correspondence from M. Bernard regarding revision of policy DJC, Payroll Procedures; receipt and review of email correspondence from M. Dugas regarding same; reviewed considered and made additional suggested changes to proposed revisions to policy DJC, Payroll Procedures; prepared email correspondence to M. Dugas and others forwarding same and summarizing suggested changes.	0.90
SUBTOTAL:		[105.00 \$19,835.00]
<u>YOUNGSHVILLE HIGH SCHOOL</u>			
7/3/2017	CFH	Received, reviewed and researched Scantex bid; telephone	1.40

	<u>Hours</u>	<u>Amount</u>
conversation and email correspondence to L. Francis regarding non-responsiveness of bid.		
7/7/2017 CFH Reviewed Southside High School Material and Supply Packages 13-18 and 25-18; prepared correspondence and USDA Attorney certifications for referenced packages; telephone conversation with L. Francis regarding same.	1.60	
7/10/2017 CFH Email correspondence with L. Francis regarding signature authority for material and supply bid packages in response to USDA inquiry.	0.30	
7/26/2017 CFH Researched and responded to multiple questions from L. Francis regarding Southside High School bids for materials/supplies	1.80	
7/27/2017 CFH Reviewed, revised and issued correspondence to L. Francis regarding library books bid.	0.20	
CFH Performed review of bid documents for CAD printer; telephone conversation with L. Francis regarding same.	2.10	
SUBTOTAL:	[7.40	\$1,665.00]
SUBTOTAL PROFESSIONAL SERVICES RENDERED	112.40	\$21,500.00
EXPENSES INCURRED		
<u>ADVICE & COUNSEL</u>		
7/31/2017 Extraordinary postage & special handling		\$14.31
Copy Charges		\$0.75
SUBTOTAL:	[\$15.06]
<u>YOUNGSVILLE HIGH SCHOOL</u>		
7/31/2017 Extraordinary postage & special handling		\$0.67
SUBTOTAL:	[\$0.67]
SUBTOTAL FOR EXPENSES INCURRED		\$15.73
TOTAL AMOUNT DUE FOR THIS INVOICE		\$21,515.73

Professional Summary

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Charles F. Hardie, VI	16.60	225.00	\$3,735.00
Danielle A. Boudreaux	44.30	225.00	\$9,967.50
Danielle A. Boudreaux	6.30	0.00	\$0.00
Evan M. Alvarez	17.20	175.00	\$3,010.00
Pam L. DeLaune	0.60	75.00	\$45.00
Robert L. Hammonds	12.10	225.00	\$2,722.50
Robert L. Hammonds	3.80	0.00	\$0.00
Ty T. Manieri	3.70	175.00	\$647.50
Ty T. Manieri	1.70	0.00	\$0.00
Wayne T. Stewart	6.10	225.00	\$1,372.50

RECEIVED

OCT 04 2017

CHECK REQUEST FORM

BUDGET & ACCOUNTING

Date Requested: 10/4/2017

Requested By: Amanda Blanco

Supervisor Approval: *Donald Aguilar* ✓

Check Payable To: Hammonds, Sills, Adkins, & Guice, LLP ✓

Address: 2431 Acadian Thruway, Suite 600

City, State, Zip: Baton Rouge, LA 70808

RECEIVED

Social Security No.(If Applicable):

OCT 12 2017

OR

Employee ID# (required for employees):

BUDGET & ACCOUNTING

Amount

Account Number/Title

\$19,149.34 ✓

8-001-01107-000-0000-0000-731319-00000-9 ✓

\$

Title: Legal - All Other Attorneys ✓

\$19,149.34

Title:

Total

Description/Purpose of Request

Payment on Invoice #201723479 for professional services rendered and expenses incurred through August 31, 2017. ✓

Date Needed By: Next check run

This Section For Business Office Use Only

Manual Check

✓ Regular Processing

01 Fund

Batch No.

10/17 weekly G/L Date

117150 Vendor No.

RECEIVED

OCT 13 2017

Grant Accountant (If Applicable)

ACCOUNTS PAYABLE

H. LeBlanc

Approval (If Applicable)

HAMMONDS, SILLS, ADKINS & GUICE, LLP

BATON ROUGE and MONROE
2431 S. ACADIAN THRUWAY, SUITE 600
BATON ROUGE, LA 70808
FEDERAL TAX I.D. [REDACTED]

September 28, 2017**RECEIVED**

OCT 04 2017

LAFAYETTE PARISH
SCHOOL BOARD
SUPERINTENDENT'S OFFICE

INVOICE # 20172349

Dr. Donald Aguillard, Superintendent
Lafayette Parish School Board
P. O. Drawer 2158
Lafayette, LA 70502-2158

**FOR PROFESSIONAL SERVICES RENDERED
AND EXPENSES INCURRED**

THRU AUGUST 31, 2017**PROFESSIONAL SERVICES****Hours Amount****ADVICE & COUNSEL**

8/1/2017 WTS Continued review of issues regarding amendment of school board policy on restraint and seclusion; emailed and received, reviewed, and responded to email from Mr. Thibodeaux regarding same. 0.20

WTS Received, reviewed, and responded to email from Mr. Thibodeaux regarding revision to school board policies and revision to procedures for seclusion and restraint; began review of same. 0.30

DAB Receipt and review of email correspondence from M. Bernard forwarding and requesting review of proposed policy BBF, School Board and staff communications; brief review and consideration of same; prepared email correspondence to M. Bernard regarding same; receipt and review of email correspondence to M. Bernard forwarding and requesting review of proposed revisions to policy IDDF, Education of Students with Exceptionalities; brief review and consideration of same; receipt and review of email correspondence from M. Bernard regarding review of proposed revisions to policy DJE, Purchasing; receipt and review of correspondence from M. Bernard forwarding and requesting review of proposed revisions to District Wellness Policy, CGPI; reviewed and prepared list of outstanding policy revision reviews and forwarded same to M. Bernard; receipt and review of email correspondences from M. Bernard and M. Dugas regarding proposed revisions to policy DJC, Payroll Procedures; receipt and review of email correspondence from S. Thibodeaux regarding consideration of termination letter for employee; began review, analysis and consideration of documentation forwarded by S. Thibodeaux supporting said proposed termination; prepared draft of 7-day letter and forwarded same to S. Thibodeaux and requested additional information and documentation from S. Thibodeaux in connection with same; receipt and review of 2.60

		<u>Hours</u>	<u>Amount</u>
	email correspondence from S. Thibodeaux regarding same; receipt and review of additional documentation requested from S. Thibodeaux and began brief review of same.		
8/2/2017	RLH E-mails to and from S. Thibodeaux and D. Morris, School Board President, regarding possible settlement of claim by employee that [REDACTED]	0.40	
	DAB Brief review of matters related to proposed settlement [REDACTED] immigration issues and proposed revision to seclusion and restraint policy.	0.20	
8/3/2017	RLH E-mails to and from C. Thibodeaux regarding vacation pay for agriculture teachers; research regarding same.	1.10	
	RLH Returned telephone call to S. Thibodeaux regarding personnel matter.	0.30	
	MSL Electronic communications with S. Thibodeaux regarding employee termination and potential ADA issue; reviewed related documents; reviewed information regarding medical condition; provided advice and counsel regarding same.	1.40	
	DAB Brief analysis and consideration of matters related to potential ADA claims of employee with recommendation for termination; view of documentation forwarded and related analysis and consideration of Revised Statute 17:422 as it relates to payment of vocational agricultural teachers and other related matters; review and revised proposed draft of letter in response to agricultural teachers.	0.90	
8/4/2017	RLH Revised and returned to S. Thibodeaux draft of letter to agriculture teachers regarding vacation time.	0.40	
	RLH Reviewed letter from Attorney General approving special counsel resolution and drafted letter to Superintendent Aguillard forwarding same.	0.20	
	RLH E-mails to and from S. Thibodeaux regarding possible settlement with employee [REDACTED]	0.40	
	EMA Conference call with K. Veard regarding ULL contract; conference re change order.	0.50	
	TTM Teleconferenced with K. Bordelon regarding requested changes to Cooperative Endeavor Agreement for Southside gym floor decorative markings; drafted revisions to Cooperative Endeavor Agreement regarding same; corresponded with K. Bordelon regarding amendments to Cooperative Endeavor Agreement.	1.10	
	DAB Brief review and consideration of pending matters related to new/revised bus routes; brief review and consideration of matters related to agreement/contract for advertising at Southside gym; continued review, analysis and consideration of various matters	1.40	

		<u>Hours</u>	<u>Amount</u>
	related to [REDACTED] [REDACTED], and other related matters; numerous email correspondence to/from S. Thibodaux regarding same; receipt and review of email notification regarding new featured meeting - special board meetings for August 9, 2017; receipt and review of email notification regarding new featured meeting - regular board meeting scheduled for August 9, 2017; retrieved posted Agendas for both referenced meeting and began brief review and consideration of same; brief review and consideration of revised Cooperative Endeavor Agreement for Southside High gym.		
8/6/2017	DAB Email correspondence from School Board member regarding transportation issues, schools of choice, and gifted students; review and consideration of recent legal opinion issued by firm in connection with same; multiple email correspondence to/from School Board member in connection with same.	0.40	
8/7/2017	RLH Research regarding transportation of gifted students; out of office conference with S. Thibodeaux regarding personnel matters and with Superintendent Aguillard regarding transportation and policy matters.	2.30	
	WTS Conference via phone with Mr. Thibodeaux regarding transportation issue; continued review of issues regarding same.	3.40	
	RLH Travel to Lafayette for staff meeting.	1.30	NO CHARGE
	DAB Receipt, review and consideration of additional information and documentation regarding issues concerning transportation for gifted students/schools of choice and analysis and consideration of options for handling same; review of additional information providing bus stop walk distance in connection with same; receipt and review of email notification from BoardDocs regarding new featured meeting - regular board meeting revised for August 9, 2017 School Board meeting; pulled and brief review of copy of Agenda; multiple correspondence to/from School Board member regarding transportation/gifted related matters.	1.30	
	CFH Reviewed, revised, and finalized correspondence to R. Craig regarding School Resource Officer Agreement.	0.60	
8/8/2017	WTS Received and began review of due process hearing request; emailed Mr. Thibodeaux regarding same.	0.30	
	DAB Receipt and review of email correspondence from S. Thibodaux forwarding copy of the employees rebuttal letter for review and requesting preparation of termination letter; receipt of and brief review of copy of gifted due process hearing request; receipt and review of email notification from BoardDocs regarding new featured meeting - student transportation workshop scheduled for August 9, 2017.	0.40	

		<u>Hours</u>	<u>Amount</u>
8/9/2017	RLH Prepared for and attended School Board meeting; out of office conference with staff relative to personnel and other matters prior to meeting.	2.90	
	RLH Travel to and from School Board meeting.	2.30	NO CHARGE
	CFH Reviewed proposed lease with Mendoza Real Estate for Ambassador Caffery property.	1.60	
8/10/2017	WTS Continued review of due process hearing request; received, reviewed, and responded to emails from Mr. Thibodeaux regarding same.	0.30	
	DAB Review and revision of proposed settlement agreement for teacher [REDACTED]	0.40	
8/14/2017	WTS Conference via phone with Mr. Thibodeaux regarding due process hearing request; drafted forms for resolution meeting and sent to him.	0.50	
	DAB Receipt and review of email correspondence from S. Thibodeaux regarding preparation of termination letter for employee; began brief review of employee rebuttal letter regarding same.	0.30	
8/15/2017	RLH Telephone conference with S. Thibodeaux regarding transportation statement.	0.20	
	WTS Received, reviewed, and responded to email from Mr. Thibodeaux regarding due process issues.	0.10	
	WTS Conference via phone with Ms. Thibodeaux regarding student services issues; reviewed issues raised by system staff regarding same; conference via phone with Superintendent Aguillard and staff regarding same.	1.30	
	DAB Analysis and consideration of various issues arising in connection with transgender student in elementary school, use of restroom, options for addressing same, and other related matters; prepared draft of receipt, release, settlement of all claims and Confidentiality Agreement in employee [REDACTED] reviewed and revised same.	2.60	
8/16/2017	RLH Reviewed draft of transportation guidelines for schools of choice; revised draft of guidelines and returned to S. Thibodeaux; received memorandum from S. Thibodeaux regarding policy allowing employees to file complaints with School Board members; worked on same.	1.20	
	EMA Conference call with B. Guidry regarding stipend.	0.30	
	DAB Receipt and review of email correspondence from S. Thibodeaux forwarding draft of termination letter for employee for review/revision; multiple email correspondence to/from S. Thibodeaux regarding same.	0.30	

		<u>Hours</u>	<u>Amount</u>
8/16/2017	MSL Reviewed documents and information associated with possible ADA accommodations regarding newly hired employee; reviewed job description; reviewed medical release; provided advice and counsel as to next steps.	0.40	
	WTS Conference via phone with system staff regarding student services issues and reviewed proposed notice document regarding same.	0.40	
	TTM Researched regarding protocols for board member communications with district employees.	0.40	NO CHARGE
8/17/2017	EMA Reviewed email from B. Guidry regarding stipend; research regarding same; conference call with B. Guidry; drafted and sent email to B. Guidry regarding receipt; reviewed email from M. Dugas regarding lease.	1.30	
	DAB Brief review and consideration of various personnel matters, including draft of employee termination letter, draft of new policy, review of draft of settlement agreement, and issues concerning transportation and schools of choice.	0.40	
	RLH E-mail to S. Thibodeaux regarding hearing for tenured bus operators; research regarding private company paying stipends/expenses to employees receiving training.	0.50	
	WTS Received, reviewed, and responded to email from Mr. Thibodeaux regarding resolution meeting.	0.10	
	WTS Reviewed document from Ms. Thibodeaux regarding student services issues; conference via phone with her regarding same; reviewed issues regarding same.	0.70	
8/18/2017	EMA Reviewed bid documents regarding airstrip protest; drafted and sent email to M. Dugas regarding opinion; reviewed email from M. Dugas regarding opinion; exchanged emails with M. Dugas regarding additional request; reviewed email regarding policy review; reviewed email from M. Bernard regarding protest; began drafting formal opinion letter regarding bid protest.	4.00	
	RLH Reviewed documents received from S. Thibodeaux regarding possible suspension of tenured bus driver; forwarded e-mail to S. Thibodeaux regarding proper form for suspension; reviewed revised agreement to be signed by employee accepting suspension.	0.40	
	RLH Reviewed and revised draft of settlement agreement with teacher [REDACTED] forwarded e-mail to S. Thibodeaux regarding same.	0.60	
	RLH Received and responded to e-mail from K. Veal regarding applicant with cocaine possession charge while in military; brief research regarding same.	0.50	

		<u>Hours</u>	<u>Amount</u>
8/18/2017	RLH Reviewed and revised draft of letter terminating secretary on sexual harassment charges.	0.40	
	WTS Received, reviewed, and responded to email from Ms. Thibodeaux regarding student services issues; conference via phone with her regarding same.	0.20	
	WTS Received, reviewed, and responded to email from Mr. Thibodeaux regarding resolution of due process complaint; reviewed associated documents.	0.20	
	DAB Reviewed, revised, finalized and forwarded to S. Thibodeaux draft of termination letter for support employee; brief review of revision to Receipt, Release, Settlement of All Claims and Confidentiality Agreement prepared [REDACTED] receipt and review of email correspondence from S. Thibodeaux forwarding copy of written correspondence from Office of Disciplinary Counsel regarding immigration attorney; brief review in consideration of same; response from S. Thibodeaux regarding proposed suspension of tenured bus driver and forwarding copy of draft waiver for review; receipt and review of email correspondence from K. Vead with inquiry regarding handling of job applicant with history of possession charges; receipt and review of email correspondence from S. Thibodeaux with follow-up inquiries regarding handling matters with tenured bus drivers; receipt and review of email correspondence from S. Thibodeaux forwarding information regarding and requesting legal opinion as to level of bus transportation the district is obligated to provide to private school parents.	1.20	
8/21/2017	WTS Received and reviewed order terminating adjudication from Division of Administrative Law.	0.10	
	EMA Edited opinion letter; drafted and sent email to M. Dugas regarding opinion.	0.50	
	CFH Began legal research regarding site license issues; email correspondence to L. Francis regarding same.	1.90	
	CFH Received and reviewed email correspondence from B. Guidry regarding CMAR pilot program; performed legal research regarding same; email correspondence to B. Guidry regarding same.	1.40	
	DAB Receipt and review of email correspondence from S. Thibodeaux forwarding information and documentation recommending termination of non-tenured teacher and requesting preparation of 7-day letter; cursory review of same; receipt and review of copy of order terminating recommendation of due process hearing; brief review and consideration of matters related to proposed new policy concerning board member communication with employees.	0.40	

		<u>Hours</u>	<u>Amount</u>
8/21/2017	KFS Telephone conference with B. Guidry regarding inquiry about bus transportation for parochial school; received various documents and began research.	1.50	
8/22/2017	DAB Receipt and review of email correspondence from S. Thibodaux regarding transportation for private school students; brief analysis and consideration of matters related to same; analysis, consideration, review and revision of draft policy regarding board/staff communications; began examination and consideration of documentation forwarded by S. Thibodaux in connection with request for drafting of 7-day letter for non-tendered teacher; began drafting of same; prepared email correspondence to S. Thibodaux requesting copy of job description; prepared email correspondence to S. Thibodaux requesting additional information regarding investigation related to proposed termination of non-tenured teacher; email correspondence from S. Thibodaux forwarding copy of classroom teacher job description; began review of same; numerous email correspondence from/to S. Thibodaux regarding information and documentation related to proposed termination of non-tenured teacher; receipt of email correspondence from S. Thibodaux forwarding copy of written correspondence to non-tenured teacher placing her on administrative leave; reviewed, revised, finalized and forwarded via email correspondence to S. Thibodaux draft of 7-day letter to non-tenured teacher regarding proposed termination; brief review of status of review of proposed revisions to policy DJE, Purchasing.	3.10	
	CFH Received and reviewed additional email inquiry from B. Guidry regarding CMAR statute; performed brief research regarding same; responded by email to B. Guidry regarding same.	0.30	
	KFS Located available information on 2008 lawsuits involving bus transportation; update research on equal protection.	2.00	
8/23/2017	RLH Telephone conference with S. Thibodeaux, J. Craig, and K. Vead regarding transportation of parochial school students.	0.30	
	EMA Research regarding final issue for GPO opinion; drafted and sent email regarding same; drafted and sent email to L. Francis; reviewed email from L. Francis.	1.60	
	CFH Performed legal research regarding GPO purchasing statute as it pertains to State Contract provision.	0.50	
	KFS Completed research regarding request from B. Guidry for opinion on bus transportation; worked on opinion; completed opinion and sent to B. Guidry.	3.50	
8/24/2017	RLH Reviewed proposed letter from Superintendent to bus driver regarding suspension; e-mails to and from S. Thibodeaux regarding same; reviewed opinion issued by K. Sills to B. Guidry regarding transportation requirements and discussed strategy for responding to	0.90	

		<u>Hours</u>	<u>Amount</u>
	request for transportation from parochial school parents.		
8/25/2017	EMA Conference call with B. Guidry regarding bus stop agreement; reviewed email from B. Guidry regarding camera contract; reviewed RFP/Bid documents; reviewed contractor proposal; conference call with B. Guidry regarding camera contract; drafted contract agreement; reviewed email from P. Collette regarding documents; drafted and sent email to B. Guidry regarding contract.	4.80	
	DAB Receipt and review of email correspondence from K. Sam forwarding garnishment matter and requesting preparation of letter to creditor.	0.10	
	KFS Telephone conference with B. Guidry regarding bus transportation; received additional information to provide further opinion.	1.00	
8/28/2017	KFS Provided as requested by B. Guidry further opinion on bus transportation.	1.00	
8/30/2017	RLH Redrafted proposed policy on communications between board members and staff; e-mail to S. Thibodeaux regarding same.	1.10	
	DAB Brief review and consideration and revision to proposed new School Board policy concerning Board-Staff communications as requested by Superintendent.	0.20	NO CHARGE
8/31/2017	DAB Receipt and review of email correspondence from S. Thibodeaux regarding new School Board policy to be posted on Agenda for Executive Meeting and Regular School Board Meeting; receipt and review of email correspondence from S. Thibodeaux forwarding requested revision to proposed new policy regarding Board communications; brief review and consideration of same.	0.30	
SUBTOTAL:		[73.90	\$14,977.50]
8/3/2017	MSL Reviewed file for status; 90 day suit deadline passed; communication with S. Thibodeaux to advise of same and prepared file for closure.	0.20	
SUBTOTAL:		[0.20	\$45.00]
<u>PENDING LITIGATION</u>			
8/28/2017	KFS Began research of files to prepare opinion letter to Board's auditors; requested updates on several files.	1.50	

		<u>Hours</u>	<u>Amount</u>
8/30/2017	KFS Completed research of files and prepared opinion letter to Board's auditors.	2.00	
SUBTOTAL:		[3.50	\$787.50]
8/3/2017	MSL Reviewed file for status; reviewed EEOC portal to obtain status of non-perfected charge.	0.20	
SUBTOTAL:		[0.20	\$45.00]
<u>YOUNGSVILLE HIGH SCHOOL</u>			
8/2/2017	CFH Received and reviewed bid documents for Materials & Supplies Package 34-18; prepared Attorney Certificates for same; prepared correspondence to L. Francis regarding same.	1.10	
	CFH Received and reviewed bid documents for Materials & Supplies Package 25-18; prepared Attorney Certificates for same; prepared correspondence to L. Francis regarding same.	1.30	
8/3/2017	CFH Received and reviewed Materials & Supplies Bid Package 33-18; issued various email correspondence to L. Francis regarding bid documents and requesting signature authorization for Flinn Scientific.	0.70	
	CFH Received and reviewed bid documents and bids for Materials & Supplies Package 32-18; prepared Attorney Certification for Red Ball Oxygen; prepared correspondence to L. Francis enclosing same.	0.60	
	CFH Issued email correspondence to L. Francis enclosing correspondence and certification on Materials & Supplies Bid Package 34-18.	0.20	
	CFH Received and reviewed bid documents and bids received for Materials & Supplies Package 38-18; issued various email correspondence to L. Francis regarding questions pertaining to same; prepared certification for Calico Industrial Supply; prepared correspondence to L. Francis enclosing certification.	1.20	
	CFH Received and reviewed bid documents and bids for Materials & Supplies Package 25-18; prepared certifications for Classic Business Products and Copy Camera Technology; prepared correspondence to L. Francis enclosing same.	0.70	
8/4/2017	CFH Extended telephone conversation with L. Francis regarding freezer forklift bid, as well as other bid matters.	0.80	

	<u>Hours</u>	<u>Amount</u>
8/4/2017 CFH Received and reviewed Signature Authority Certification from Flinn Scientific on Bid Package No. 33-18; prepared correspondence to L. Francis regarding same; prepared Attorney Certificate for Flinn.	0.50	
8/14/2017 CFH Reviewed bid documents for Bid No. 36-18; prepared Certifications for same; drafted correspondence to L. Francis regarding same.	1.30	
8/16/2017 CFH Began legal research regarding substitution of battery for forklift on Southside High School Freezer Bid.	2.60	
8/17/2017 CFH Completed legal research regarding substitution of battery for freezer forklift; dictated first draft of correspondence to L. Francis regarding same.	2.60	
CFH Reviewed and revised correspondence to L. Francis regarding substitution of battery on freezer forklift.	0.20	
8/18/2017 CFH Finalized correspondence to L. Francis regarding freezer forklift bid and issued same.	0.30	
8/22/2017 CFH Email correspondence with L. Francis regarding computer purchases and USDA compliance requirements.	0.30	
8/25/2017 CFH Received and reviewed email correspondence from L. Francis regarding Freezer Forklift Bid; responded to same.	0.20	

SUBTOTAL:

[14.60 \$3,285.00]

SUBTOTAL PROFESSIONAL SERVICES RENDERED

92.40 \$19,140.00

EXPENSES INCURRED**ADVICE & COUNSEL**

8/31/2017 Copy Charges

\$3.50

SUBTOTAL:

[\$3.50]

YOUNGSVILLE HIGH SCHOOL

8/31/2017 Extraordinary postage & special handling

\$1.34

Copy Charges

\$4.50

SUBTOTAL:

[\$5.84]

SUBTOTAL FOR EXPENSES INCURRED**Amount****\$9.34****TOTAL AMOUNT DUE FOR THIS INVOICE****\$19,149.34****Professional Summary**

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Charles F. Hardie, VI	20.90	225.00	\$4,702.50
Danielle A. Boudreaux	16.30	225.00	\$3,667.50
Danielle A. Boudreaux	0.20	0.00	\$0.00
Evan M. Alvarez	13.00	175.00	\$2,275.00
Kenneth F. Sills	12.50	225.00	\$2,812.50
Melissa S. Losch	2.20	225.00	\$495.00
Robert L. Hammonds	14.10	225.00	\$3,172.50
Robert L. Hammonds	3.60	0.00	\$0.00
Ty T. Manieri	1.10	175.00	\$192.50
Ty T. Manieri	0.40	0.00	\$0.00
Wayne T. Stewart	8.10	225.00	\$1,822.50

RECEIVED

OCT 30 2017

CHECK REQUEST FORM

BUDGET & ACCOUNTING

RECEIVED

Date Requested: 10/26/2017

Requested By: Amanda Blanco

NOV 01 2017

Supervisor Approval:

Donald Aguilar

BUDGET & ACCOUNTING

Check Payable To: Hammonds, Sills, Adkins, & Guice, LLP ✓

Address: 2431 Acadian Thruway, Suite 600

City, State, Zip: Baton Rouge, LA 70808

Social Security No.(If Applicable):

OR

Employee ID# (required for employees):

Amount

Account Number/Title

\$18,128.68 ✓

8-001-01107-000-0000-0000-731319-00000-9 ✓

\$

Title: Legal - All Other Attorneys ✓

\$18,128.68

Title:

Total

Description/Purpose of Request

Payment on Invoice #20172628 for professional services rendered and ✓
expenses incurred through September 30, 2017.

Date Needed By: Next check run

This Section For Business Office Use Only

___ Manual Check

___ ✓ Regular Processing

___ 01 Fund

___ Batch No.

RECEIVED

10/31/17 G/L Date

ck date 11/3/17

117150

Vendor No.

NOV 01 2017

___ Grant Accountant (If Applicable)

ACCOUNTS PAYABLE

H Jeblane

Approval (If Applicable)

*W-9 ✓
jm*

HAMMONDS, SILLS, ADKINS & GUICE, LLP

BATON ROUGE and MONROE
2431 S. ACADIAN THRUWAY, SUITE 600
BATON ROUGE, LA 70808
FEDERAL TAX I.D. [REDACTED]

October 20, 2017

Dr. Donald Aguillard, Superintendent
Lafayette Parish School Board
P. O. Drawer 2158
Lafayette, LA 70502-2158

RECEIVED

OCT 26 2017

INVOICE # 20172628

LAFAYETTE PARISH
SCHOOL BOARD
SUPERINTENDENT'S OFFICE

**FOR PROFESSIONAL SERVICES RENDERED
AND EXPENSES INCURRED**

THRU SEPTEMBER 30, 2017

PROFESSIONAL SERVICES

	<u>Hours</u>	<u>Amount</u>
<u>ADVICE & COUNSEL</u>		
9/1/2017 WTS Continued review of issues pertaining to student services and facilities use, including national litigation bearing on such issues.	0.60	
9/5/2017 WTS Continued review of issues pertaining to student services and facilities use.	0.50	
DAB Receipt and review of email correspondence from M. Bernard regarding review of proposed revisions to Lafayette Parish School System Wellness policy; receipt and review of email correspondence from M. Bernard forwarding copies of proposed revisions to policies in section F of policy manual for review; began brief review of same.	0.40	
9/6/2017 RLH Received telephone call from B. Guidry regarding step increase for employees; continued work on redraft of hold harmless agreement and redraft of policy on board member communications with employees.	1.10	
WTS Conference via phone with system staff regarding related services issue.	0.10	
DAB Brief review and consideration of matters related to proposed new School Board policy concerning employee communications with School Board members and proposed revision to settlement agreement with foreign teachers; began examination and consideration of information and documentation forwarded by K. Sam regarding garnishment proceedings related to [REDACTED]; drafted written correspondence to creditor regarding same; receipt and review of copy of email correspondence from [REDACTED] regarding [REDACTED]; reviewed and revised	2.60	

		<u>Hours</u>	<u>Amount</u>
	Receipt, Release of All Claims and Confidentiality Agreement for execution by [REDACTED] brief review and follow-up on list of outstanding policy reviews and status thereof; brief and consideration of matters related to proposed budget amendment and related step increases for employees.		
9/8/2017	RLH Out of office conference with Superintendent Aguillard, S. Thibodeaux, and K. Vead regarding immigration-related matter, policy requested by School Board member, upcoming School Board agenda, and other matters.	1.30	
	RLH Travel to School Board office from Opelousas and return to Baton Rouge.	1.30	NO CHARGE
	RLH Reviewed and revised proposed policy of Board-staff communications and forwarded e-mail with same to S. Thibodeaux; reviewed and revised settlement agreement with [REDACTED] and forwarded same with explanation to S. Thibodeaux.	1.30	
	JKG Telephone conference with S. Thibodeaux regarding agenda items.	0.20	
	DAB Receipt and review of email notification from BoardDocs regarding board workshop (schools of choice) scheduled for September 13, 2017; receipt and review of email notification from BoardDocs regarding board executive committee scheduled for September 13, 2017; receipt and review of email notification from BoardDocs regarding regular board meeting scheduled for September 13, 2017; retrieved copies of agendas for all said meeting from BoardDocs and began brief review and consideration of same, including attachments to agenda items.	0.50	
9/11/2017	DAB Receipt and review of email notification for BoardDocs regarding change to agenda item for Board Executive Committee Meeting of September 13, 2017 concerning item 2.1-Proposed Changes to Policy DCF, Fund Balances; receipt and review of email notification from BoardDocs regarding change to agenda item for regular board meeting of September 13, 2017 concerning item 3.1-Proposed Changes to Policy DCF, Fund Balances; retrieved copies of agendas and briefly reviewed same.	0.30	
9/12/2017	DAB Receipt and review of email correspondence from S. Thibodeaux requesting preparation of termination for employee who did not respond to previous 7-day letter; receipt and review of email notification from BoardDocs regarding change to active agenda item for regular board meeting of September 13 as to item 3.1 Proposed Changes to Policy DCF: Fund Balances; received and began brief review of written correspondence from parents to superintendent regarding transgender student; drafted termination letter for nontenured teacher following 7-day period and no response from teacher; prepared email correspondence to S. Thibodeaux forwarding copy of same and advising of date for mailing.	1.10	

		<u>Hours</u>	<u>Amount</u>
9/13/2017	JKG	Attended school board and committee meetings.	4.90
	EMA	Reviewed email regarding CoOP for board agenda; reviewed proposed amendments to CoOP; conference call with M. Dugas regarding amendments; conference call with J. Guice.	0.90
	DAB	Receipt and review of email correspondence from S. Thibodaux forwarding copy of rebuttal letter received from teacher, requesting review of same and preparation of termination letter; began brief review and consideration of same; receipt and review of copy of written correspondence from parents of transgender student to superintendent; began review and consideration of same; receipt and review of email correspondence forwarding copy of Forethought 2017 Policy Alert and proposed revision to policy JGCD, Administration of Medication, for review.	0.80
	CFH	Reviewed agenda for tonight's Board meeting; discussed same with R. Hammonds.	0.50
9/14/2017	WTS	Conference with system staff regarding parents' accommodations request.	0.10
9/15/2017	RLH	Reviewed e-mail from B. Guidry and responded thereto relative to retroactivity of step increase.	0.20
	WTS	Conference with system staff regarding parents' accommodations request.	0.10
9/18/2017	RLH	Reviewed e-mails from S. Thibodeaux regarding transgender issue and possible discussion with Executive Committee; received telephone call from S. Thibodeaux regarding possible stipend for new bus drivers.	0.50
	WTS	Received, reviewed, and responded to email from Ms. Thibodaux regarding parents' accommodations request; continued to review issues regarding same.	1.30
	CFH	Continued review and research of licensed purchases under new federal purchasing guidelines.	0.80
9/19/2017	WTS	Reviewed issues regarding personnel and student services.	1.10
	DAB	Receipt and review of email correspondence from S. Thibodaux forwarding written documentation regarding proposed termination of paraprofessional; extended telephone conversation with S. Thibodaux regarding incident involving para-educator, options addressing same, and other related matters; began examination, evaluation and consideration of documentation forwarded by S. Thibodaux regarding proposed termination of paraprofessional; email correspondence to S. Thibodaux with follow-up questions and request for information regarding same; receipt and review email	3.90

		<u>Hours</u>	<u>Amount</u>
	correspondences from school principal forwarding copies of requested video surveillance and information regarding same; receipt and review of email correspondence from S. Thibodaux forwarding copy of rebuttal received from teacher in response to 7-day letter; review and consideration of same in connection with other documentation and prepared email correspondence to S. Thibodaux with inquiries concerning information stated in teacher's rebuttal letter; receipt and review of email correspondence from S. Thibodaux forwarding additional written documentation in support of proposed termination of teacher; began review and consideration of same and prepared email correspondence to S. Thibodaux regarding same; continued review and consideration on job descriptions for classroom teacher, special education para-educator, and regular education para-educator, in connection with preparation of letters of termination for two employees; prepared email correspondence to B. Thibodaux regarding issues related to job duties, expectations, and/or performance objectives specific to special education teachers and special education para-educators.		
9/19/2017	CFH Continued legal research regarding renewal of software license purchases under new federal purchasing regulations.	3.10	
	CFH Telephone conversation with L. Francis regarding bid purchases and other matters.	0.50	
9/20/2017	EMA Reviewed emails from B. Guidry re bus contract; reviewed proposed changes; edited contract; drafted and sent email to B. Guidry re bus camera contract; conference call with B. Guidry re superintendent contract.	0.60	
	DAB Receipt and review of email correspondence from S. Thibodaux forwarding copy of additional written documentation supporting proposed disciplinary action/termination of para-educator; began review, analysis and consideration of same; receipt and review of email correspondence from S. Thibodaux forwarding copy of job description for special education paraprofessional in connection with proposed disciplinary action of employee; began review and consideration of same; prepared email correspondence to S. Thibodaux regarding hiring date of referenced paraprofessional; brief review of executed resolution agreement concerning district website accessibility; receipt and review of email correspondence from B. Guidry forwarding information and documentation inquiry concerning terms of superintendent's contract; brief follow-up email correspondence to and from B. Guidry regarding same; receipt and review of reply email correspondence from S. Thibodaux regarding hire date of paraprofessional; brief telephone conference with School Board member regarding various matters; began examination and consideration of information documentation and inquiry from B. Guidry concerning superintendent's contract, certain terms thereof, and other related matters; receipt and review of email correspondence from S. Thibodaux forwarding information and documentation regarding fundraising matching program approved by	3.10	

		<u>Hours</u>	<u>Amount</u>
	the board on September 13, 2017; extended telephone conference with superintendent and B. Guidry regarding numerous issues related to contract interpretation, terms of superintendent's employment contract, effective dates of certain provisions therein, and other related matters.		
9/20/2017	DAB Began preparing written memorandum to superintendent and B. Guidry memorializing conversation and opinion expressed during telephone conference; telephone conference with B. Guidry regarding School Board's ability to use District Attorney's office for school system's sales tax collection work, charging of fees, need for a resolution, and other related matters; began analysis and consideration of Louisiana statutes and other legal authority applicable to same; receipt and review of email correspondence from S. Thibodeaux regarding additional information from Principal regarding proposed termination of teacher.	2.10	
9/21/2017	MSL Telephone call with S. Thibodeaux regarding transgender issues; reviewed letter regarding same.	0.30	
	RLH Reviewed documentation received from S. Thibodeaux regarding transgender student; telephone conference with W. Stewart regarding same; reviewed and revised draft of letter from Superintendent to parent regarding same; forwarded draft of letter to S. Thibodeaux.	0.50	
	RLH Received telephone call from S. Thibodeaux regarding bus driver referral fees and related matters.	0.20	
	WTS Reviewed issues regarding student accommodations; conference via phone with Superintendent Aguillard and staff regarding same	0.30	
9/22/2017	RLH Received and responded to e-mail from S. Thibodeaux regarding salary for ROTC instructors.	0.20	
	DAB Receipt and review of email notification from BoardDocs regarding new featured meeting; special board meeting scheduled for September 27, 2017; retrieved copy of agenda for same and began brief review of same and documents attached thereto.	0.30	NO CHARGE
	CFH Performed legal and internet research regarding options available to School System for hiring additional bus drivers; placed telephone calls to various providers regarding same.	3.20	
9/23/2017	DAB Receipt and review of email correspondence from B. Thibodeaux in response to inquiry concerning job expectations specifically special education teachers and special education para-educators.	0.10	
9/25/2017	RLH Reviewed proposed agenda relative to transportation issues; research regarding items on proposed agenda; multiple telephone conferences with S. Thibodeaux regarding same; telephone conference with S. Thibodeaux regarding possible termination of	3.40	

		<u>Hours</u>	<u>Amount</u>
	paraprofessional; telephone conference with S. Thibodeaux regarding possible disciplinary action against tenured teacher; telephone conference with S. Thibodeaux and K. Vead regarding Superintendent contract; research regarding same; received and responded to e-mail from S. Thibodeaux regarding executive session to discuss student issue.		
9/25/2017	RLH Reviewed petition for damages and assignment to Smith and Boudreaux. (Patricia Alford)	0.20	NO CHARGE
	RLH Reviewed petition for damages and assignment to Smith and Thibodeaux. (Melissa Mouton)	0.20	NO CHARGE
	JKG Researched Attorney General opinions regarding incentive pay issue.	0.60	
	WTS Reviewed information from system staff regarding personnel issues.	0.20	
	EMA Reviewed emails from B. Guidry re payment issue; reviewed contract re terms for pay increase; reviewed prior opinion.	0.50	
	DAB Receipt and review of email correspondence from S. Thibodeaux forwarding copy of rebuttal received from para-educator for review and consideration; receipt and review of email correspondence from B. Guidry regarding opinion as to salary of superintendent; review, analysis and consideration of rebuttal submitted by para-educator and consideration of related issues concerning other disciplinary problems documented earlier in school year and other related matters; receipt and review of email notification from BoardDocs regarding special board meeting scheduled for September 27, 2017; retrieved copy of agenda from BoardDocs and brief review of same including copy of attachments to agenda items; began review, analysis and consideration of agenda items/options for filling bus driver position vacancies/retaining bus drivers and related matters; continued review, analysis and consideration of matters related to terms of superintendent's contract.	1.90	
	CFH Completed research regarding bus drivers; emailed correspondence to S. Thibodeaux regarding same.	1.50	
9/26/2017	WTS Received and reviewed information regarding personnel issues.	0.10	NO CHARGE
	CFH Continued legal research regarding software license purchases under Edgar Regulations.	1.90	
	DAB Continued brief review and consideration of issues related to terms and conditions of superintendent's contract; continued brief review and consideration of agenda for special School Board meeting of September 27 concerning options for filling School Board driver position vacancies/retaining bus drivers and related matters; began review and consideration of recent approved fundraising matching program and related issues; receipt and review of email correspondence from J. Craig forwarding for review and	5.60	

		<u>Hours</u>	<u>Amount</u>
	consideration proposed revision to policy JHB regarding fundraising and the recently approved matching funds program; began examination and evaluation of additional documentation and information forwarded by S. Thibodaux in support of proposed termination of para-educator, including previously undisclosed disciplinary action taken earlier in school year; examined four surveillance videos, documenting the presence/absence of individuals as stated/contested in various witness statements; prepared email memorandum to S. Thibodaux summarizing observations from viewing said videos, requesting additional information and documentation as referenced in counseling report, summarizing anticipated future action; began review of documentation in connection with and preparation of termination letter for nontenured teacher.		
9/27/2017	RLH Communications with J. Craig and review and redraft of proposed matching funds policy; prepared for and attended special School Board meeting relative to transportation issues; out of office conference with staff members regarding personnel and other matters prior to special meeting.	7.30	
	JKG Telephone conference with S. Thibodeaux regarding bus driver issue.	0.40	
	JKG Received and reviewed 9/27/17 Attorney General opinion regarding sick leave; forwarded to R. Hammonds.	0.40	
	RLH Travel to and from Lafayette for School Board meeting.	2.30	NO CHARGE
	DAB Receipt and review of email correspondence from S. Thibodaux regarding two write-ups for para-educator and other related matters, forwarding documentation of same; brief review of attached documentation; receipt and brief review of copy of resolution letter from OCR regarding disposition of complaint concerning accessibility of website; receipt and review of email notification from BoardDocs regarding change to agenda item for special board meeting of September 27 regarding item 2.1 concerning salary increase for full time bus drivers; pulled copy of agenda and brief review of same; continued review, analysis and consideration of proposed revision to policy JHB as it relates to fundraising matching funds and related matters; continued review of information and documentation in connection with and finalized draft of termination letter for nontenured teacher; prepared email correspondence forwarding same to S. Thibodaux; receipt and review of email correspondence from S. Thibodaux with inquiry concerning responding to teacher's request for proof of allegations; receipt and review of email correspondence from S. Thibodaux forwarding information from principal regarding proposed termination of para-educator; began review of proposed revisions to policy CGPI, Lafayette Parish School System Coordinated School Health Wellness Policy, and began drafting suggested changes and additions thereto.	5.80	

		<u>Hours</u>	<u>Amount</u>
9/28/2017	RLH Dictated letter to Superintendent Aguillard regarding policy on Board-staff communications; conducted additional research regarding First Amendment rights of employees.	1.20	
	EMA Conference call with B. Guidry re standard contract.	0.90	
	DAB Receipt and review of multiple email correspondences from S. Thibodaux forwarding requested information and documentation from principal in support of recommended termination of para-educator reflecting prior misconduct and conferences held with employee regarding same; began brief review, analysis and consideration of same.	0.50	
9/29/2017	RLH Drafted proposed policy relative to Matching Fund Grant Program and dictated letter forwarding same to J. Craig for review.	0.80	
SUBTOTAL:		[76.60	\$16,100.00]
9/1/2017	WTS Received from OCR and began review of proposed resolution agreement; emailed Ms. Bernard regarding same.	0.50	
9/5/2017	WTS Continued review of proposed resolution agreement; received, reviewed, and responded to email from Ms. Bernard regarding same.	0.40	
9/20/2017	WTS Submitted executed resolution agreement to OCR.	0.10	
9/27/2017	WTS Received and reviewed notice letter regarding closure of complaint; emailed system staff regarding same.	0.20	
SUBTOTAL:		[1.20	\$270.00]
<u>YOUNGSVILLE HIGH SCHOOL</u>			
9/18/2017	CFH Performed review of bids received in response to Southside High School Materials & Supplies Package 37-18 SPED/School Nurse; performed legal research regarding same; prepared Attorney Certifications and correspondence to L. Francis regarding same.	2.90	
9/19/2017	CFH Received and reviewed missing non-segregated facility form for School Health Corporation for Materials & Supplies Package 37-18; prepared Attorney Certification for same; prepared correspondence to L. Francis regarding same.	0.50	
	CFH Received and reviewed bids received for Southside High School Bid Package No. 35-18; prepared Attorney Certifications for same; prepared correspondence to L. Francis regarding same.	2.30	

	<u>Hours</u>	<u>Amount</u>
9/20/2017 CFH Received and reviewed bids and bid documents for Southside High School Materials & Supplies Package No. 21-18 Library Books; prepared Attorney Certifications for same; prepared correspondence to L. Francis regarding same; emailed correspondence and Certifications to L. Francis.	1.50	
SUBTOTAL:	[7.20	\$1,620.00]
SUBTOTAL PROFESSIONAL SERVICES RENDERED	85.00	\$17,990.00
EXPENSES INCURRED		
<u>ADVICE & COUNSEL</u>		
9/13/2017 Travel by JKG to Lafayette, LA to attend committee meetings and School Board meeting.		\$126.26
9/30/2017 Extraordinary postage & special handling		\$7.08
SUBTOTAL:		[\$133.34]
<u>YOUNGSVILLE HIGH SCHOOL</u>		
9/30/2017 Extraordinary postage & special handling		\$1.34
Copy Charges		\$4.00
SUBTOTAL:		[\$5.34]
SUBTOTAL FOR EXPENSES INCURRED		\$138.68
TOTAL AMOUNT DUE FOR THIS INVOICE		\$18,128.68

Professional Summary

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Charles F. Hardie, VI	18.70	225.00	\$4,207.50
Danielle A. Boudreaux	28.70	225.00	\$6,457.50
Danielle A. Boudreaux	0.30	0.00	\$0.00
Evan M. Alvarez	2.90	175.00	\$507.50
Jon K. Guice	6.50	225.00	\$1,462.50
Melissa S. Losch	0.30	225.00	\$67.50
Robert L. Hammonds	18.00	225.00	\$4,050.00
Robert L. Hammonds	4.00	0.00	\$0.00

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Wayne T. Stewart	5.50	225.00	\$1,237.50
Wayne T. Stewart	0.10	0.00	\$0.00

CHECK REQUEST FORM

RECEIVED

NOV 20 2017

Date Requested: 11/20/2017
Requested By: Amanda Blanco
Supervisor Approval: Donald Aguilar ✓
Check Payable To: Hammonds, Sills, Adkins, & Guice, LLP ✓
Address: 2431 Acadian Thruway, Suite 600
City, State, Zip: Baton Rouge, LA 70808

RECEIVED

Social Security No.(If Applicable): _____ NOV 29 2017

OR

Employee ID# (required for employees): _____ BUDGET & ACCOUNTING

Amount	Account Number/Title
<u>\$29,852.56</u> ✓	<u>8-001-01167-000-0000-0000-731319-00000-9</u> ✓
<u>\$</u>	Title: <u>Legal - All Other Attorneys</u> ✓
<u>\$29,852.56</u> ✓	Title: _____
	Total _____

Description/Purpose of Request

Payment on Invoice #20172876 for professional services rendered and ✓
expenses incurred through October 31, 2017.

Date Needed By: _____ Next check run _____

This Section For Business Office Use Only

___ Manual Check ✓ Regular Processing
___ Fund ___ Batch No. RECEIVED
11/30/17 G/L Date ^{ck date} 12/1/17 117150 Vendor No. NOV 29 2017
___ Grant Accountant (If Applicable) ACCOUNTS PAYABLE

H. Legrand

Approval (If Applicable)

HAMMONDS, SILLS, ADKINS & GUICE, LLP

BATON ROUGE and MONROE
2431 S. ACADIAN THRUWAY, SUITE 600
BATON ROUGE, LA 70808
FEDERAL TAX I.D. [REDACTED]

RECEIVED

November 17, 2017

NOV 20 2017

LAFAYETTE PARISH
SCHOOL BOARD
SUPERINTENDENT'S OFFICE

INVOICE # 20172876

Dr. Donald Aguiard, Superintendent
Lafayette Parish School Board
P. O. Drawer 2158
Lafayette, LA 70502-2158

**FOR PROFESSIONAL SERVICES RENDERED
AND EXPENSES INCURRED**

THRU OCTOBER 31, 2017

PROFESSIONAL SERVICES

Hours Amount

ADVICE & COUNSEL

10/2/2017	RLH	Emails to and from S. Thibodeaux regarding Board-staff communications policy; completed draft of policy; research regarding First Amendment cases for inclusion in cover letter to Superintendent; dictated cover letter to Superintendent forwarding policy draft with explanation.	1.40
	RLH	Received e-mail from J. Craig regarding amendment to Matching Fund Grant Program policy; revised same as requested and returned to J. Craig.	0.30
	DAB	Prepared written correspondence to employee in response to request for supporting documentation regarding information placed in personnel file; prepared email correspondence to S. Thibodeaux forwarding copy of same with directions for handling; prepared email correspondence to S. Thibodeaux requesting additional information from principal regarding written reference to previous conferences or disciplinary action taken with respect to employee in connection with proposed termination; continued review, analysis and consideration of information and documentation provided by principal in support of proposed termination [REDACTED] finalized and forwarded to S. Thibodeaux draft of 7-day letter to paraprofessional contemplating termination of employment, and requesting additional information from S. Thibodeaux in connection with same; receipt and review of multiple email correspondences from S. Thibodeaux forwarding additional information from principal in response to requests for same and in support of recommended termination of [REDACTED]	2.10

		<u>Hours</u>	<u>Amount</u>
10/3/2017	RLH	Received and reviewed e-mail from S. Thibodeaux regarding criminal background check of bus driver applicant and briefly responded thereto.	0.20
	RLH	Reviewed request from J. Craig regarding Matching Fund Grant Program language and directed response thereto.	0.20
	DAB	Receipt and review of multiple email correspondences from S. Thibodeaux regarding final termination letter for non-tenured teacher; prepared email correspondence to S. Thibodeaux in response to same; brief review of inquiry from S. Thibodeaux regarding background check of bus driver applicant; continued review of proposed review of policy CGPI, LPSS coordinated school health wellness policy and continued drafting suggested changes and additions thereto.	1.40
10/4/2017	RLH	Reviewed e-mail from S. Thibodeaux regarding criminal record of bus driver applicant; out of office conference at Personnel Directors' Association meeting with S. Thibodeaux regarding same.	0.20
	RLH	Telephone conference with S. Thibodeaux regarding subpoena to teachers from out of state court and procedures for handling same; forwarded e-mail to S. Thibodeaux regarding same; out of office conference with S. Thibodeaux regarding same.	0.30
	RLH	Received and responded to S. Thibodeaux regarding possibility of executive session to discuss purchase of property.	0.20
	WTS	Conference via phone with Ms. Morris regarding student services and program eligibility issues; received and began review of document from Ms. Morris regarding same; emailed system staff regarding same; received, reviewed, and responded to email from system staff regarding same; began review of documents from system staff.	3.60
	DAB	Brief analysis and consideration of issues related to inquiry concerning ESL and language immersion students, and brief review of matters related to schools of choice in connection with same.	0.50
10/5/2017	RLH	Reviewed proposed offer to purchase building; extended telephone conference with M. Dugas and E. Alvarez regarding same; brief research regarding same.	1.50
	EMA	Conference call with M. Dugas regarding notice of intent; conference call with M. Dugas regarding offer; began reviewing proposed letter; edited letter; drafted and sent email to M. Dugas regarding letter; reviewed emails from M. Dugas; conference call with M. Dugas regarding board review.	2.90

		<u>Hours</u>	<u>Amount</u>
10/5/2017	DAB	Continued review of proposed revisions to policy CGPI, LPSS Coordinated School Health Wellness Policy, and continued and finished drafting suggested changes and additions thereto; prepared email correspondence to M. Bernard forwarding copy of and explaining same.	2.90
	WTS	Conference via phone with system staff regarding student services and program eligibility; continued to review issues regarding same.	1.70
10/6/2017	RLH	Research regarding services to EL students; office conference with D. Boudreaux regarding possible purchase of office building for school site.	0.50
	WTS	Continued review of issues regarding student services and program eligibility; provided memorandum to Ms. Morris and Dr. Aguillard regarding same; received, reviewed, and responded to email from Ms. Morris regarding same; received, reviewed, and responded to email from system staff regarding student services program information.	1.40
	DAB	Brief review of legal memorandum prepared regarding English Learner and Immersion Program related issues; final review and consideration of several matters prior to/for placement as items on agenda for regular School Board meeting of October 11, 2017, including several proposed policy revisions, issues related to new school building sites, and others; receipt and review of email notification from BoardDocs regarding regular School Board meeting scheduled for October 11, 2017; pulled copy of agenda and began review of agenda items and documents attached to same, and began noting/marking items of concern/to discuss with staff.	2.40
10/9/2017	DAB	Receipt and review of email correspondence from S. Thibodaux forwarding copy of rebuttal letter and enclosure received from paraprofessional in response to 7-day letter requesting review of same; began review and consideration of said rebuttal letter and enclosure from paraprofessional and again reviewed and considered documentation supporting proposed termination of employee and video surveillance footage in connection with same; prepared email correspondence to S. Thibodaux requesting additional documentation and information in connection with review of rebuttal letter from paraprofessional and other related materials; receipt and review of email correspondence from S. Thibodaux forwarding copy of requested 7-day letter to employee; brief review and consideration of same; receipt and review of email correspondence from S. Thibodaux forwarding requested information regarding CPI training; brief review of same.	1.70
	DAB	Telephone conference with S. Thibodaux regarding various issues related to proposed termination of paraprofessional; receipt and review of email correspondence from S. Thibodaux forwarding information from principal in response to inquiry regarding same;	1.40

		<u>Hours</u>	<u>Amount</u>
	receipt and review of email correspondence from S. Thibodaux forwarding documentation requested from principal regarding previous reports made by paraprofessional; began review and consideration same; telephone conference with S. Thibodaux regarding preparation of motion to be added to agenda for regular School Board meeting of October 11; prepared email memorandum to S. Thibodaux summarizing various issues and concerns related to proposed termination of paraprofessional, rebuttal letter received from employee, and other related matters; telephone conferences with multiple School Board members regarding various issues concerning agenda items including wording, rewording of same in other related matters; receipt and review of email notification from BoardDocs regarding revision to agenda for regular board meeting of October 11, 2017; pulled copy and brief review of same.		
10/9/2017	JKG Forwarded S. Thibodeaux sample performance objectives for administrator contracts.	0.20	
10/10/2017	DAB Receipt and review of email correspondence from S. Thibodaux regarding assistance with terminating non-tenured teacher and forwarding copy of principal's recommendation for same; receipt and review of email notification from BoardDocs regarding revision number 2 to agenda for regular board meeting of October 11, 2017; receipt and review of email notification from BoardDocs regarding revision number 3 to agenda for regular board meeting of October 11, 2017; pulled copy of same and began review and consideration of agenda items and documents attached to agenda items; per request, drafted language for motion(s) on agenda item(s); telephone conferences with board members regarding various agenda items and available options for handling same.	1.60	
10/11/2017	RLH Out of office conference with S. Thibodeaux and staff members regarding various matters prior to School Board meeting; attended School Board meeting.	4.80	
	RLH Travel to and from School Board meeting.	2.30	NO CHARGE
	WTS Reviewed issues regarding student services protocol and third party request for information; prepared for and attended school board meeting regarding student accommodations issues; continued review of issues regarding English learners.	5.30	
	DAB Travel Baton Rouge/Lafayette for regular School Board meeting.	1.10	NO CHARGE
	DAB Brief telephone conference with School Board member regarding certain item(s) on agenda for regarding School Board meeting of October 11; brief review of agenda and attachments thereto in connection with same; began cursory review of principal letter recommending termination of non-tenured teacher; prepared email correspondence to S. Thibodaux inquiring as to documents referenced in said letter as attached; multiple email correspondences from/to S. Thibodaux regarding same; receipt and	1.20	

		<u>Hours</u>	<u>Amount</u>
	review of email correspondence from S. Thibodaux forwarding copy of scanned documents number 3 in connection with same; brief review of new form/format for special counsel resolutions requested by Attorney General.		
10/11/2017	DAB Attended regular School Board meeting.	3.30	NO CHARGE
	KFS Worked on and prepared draft of Special Counsel resolution for Pecoraro firm using format required by Attorney General.	1.50	
	WTS Travel to and from School Board meeting.	2.30	NO CHARGE
10/12/2017	WTS Began drafting letter regarding student services issues; continued to review issues regarding same.	0.80	
	DAB Travel Baton Rouge/Lafayette returning from School Board meeting.	1.20	NO CHARGE
	DAB Correspondences with School Board member with follow-up questions regarding action taken at School Board meeting on October 11, 2017; brief analysis and consideration of issues related to same; receipt and review of email notification from BoardDocs regarding Schools of Choice Committee Meeting scheduled for October 14, 2017; pulled copy of agenda and cursory review of same; began search of 15th Judicial District Court Clerk of Court online dockets and preparing compilation of lawsuits filed against Lafayette Parish School Board from January 1, 2015 to present, including date filed, type of lawsuit, attorney/law firm handling defense of the School Board, and other available information from website; reviewed and revised draft of Special Counsel Resolution for Pecoraro law; reviewed School Board's policy/practice handling service of petitions on School Board; began consideration of information and documentation needed in order to facilitate transition for handling of School Board litigation and monitoring of same; brief review of draft of follow-up correspondence to parents in response to complaint/concern; began review, analysis and consideration of scanned documents forwarded from principal in connection with recommended termination of non-tenured teacher.	3.40	
	CFH Continued research regarding new federal guidelines pertaining to purchase of software licenses.	2.10	
10/13/2017	RLH Completed Special Counsel Resolution for Pecoraro Law Firm; office conference with D. Boudreaux regarding same.	0.40	
	DAB Began review, analysis, and consideration of proposed revisions to policy JGCD, Administration of Medication, including Act 341 regarding sunscreen and statutes and regulations governing staff and student self-administration of medication; began preparing suggested changes to the revisions proposed by Forethought to policy JGCD; reviewed, revised, finalized, and forwarded via email correspondence to S. Thibodaux the Pecoraro Law Special Counsel Resolution for the Superintendent's signature.	1.60	

		<u>Hours</u>	<u>Amount</u>
10/16/2017	RLH Reviewed email from D. Morris, School Board member, requesting information on ELL program; office conference with W. Stewart regarding same.	0.20	
	RLH Received and responded to e-mail from E. Pecoraro, special counsel, about handling of litigation files and meeting to discuss procedure for handling new claims; e-mails to and from M. Bernard regarding same.	0.60	
	WTS Received, reviewed, and responded to email from Ms. Morris regarding English learner issues; continued review of same.	1.20	
	PLD Call from Mr. Stewart regarding ELL obligations; research related to ELL obligations/parent notice.	0.70	
	DAB Continued review, analysis, and consideration of proposed revisions to policy JGCD, Administration of Medication, including Act 341 regarding sunscreen and statutes and regulations governing staff and student self-administration of medication; continued preparing suggested changes to the revisions proposed by Forethought to policy JGCD; brief review of follow-up questions regarding English learner issues; receipt and review of email correspondence from E. Pecoraro regarding various issues concerning case allotment and related matters; brief review and consideration of same; receipt and review of email notification from BoardDocs regarding special School Board meeting scheduled for 10/18/17 regarding schools of choice; began brief review of petitions served upon School Board in past month and matters related to assignment of same to defense counsel.	2.20	
10/17/2017	RLH E-mails to and from S. Thibodeaux regarding special counsel resolution; redrafted special counsel resolution, e-mails to and from E. Pecoraro regarding special counsel resolutions; office conference with D. Boudreaux regarding issues likely to arise during special School Board meeting on 10/18/17; telephone conference with S. Thibodeaux regarding special School Board meeting.	2.20	
	RLH Reviewed and revised draft of letter from Superintendent to parents regarding transgender child and made amendments therein.	0.20	
	WTS Continued review of English learner issues; continued review of student services and accommodations issues.	1.30	
	DAB Receipt of and consider request from Superintendent to revise Special Counsel Resolution for placement on agenda and approval by board; per request of Superintendent revised Special Counsel Resolution to include on agenda of special board meeting of October 18, 2017 for board approval; receipt of request from Superintendent to attend special School Board meeting for October 18 regarding Schools of Choice, pulled copy of agenda, and began review and consideration of agenda items and documents attached thereto in	2.90	

Hours Amount

preparation for School Board meeting; drafted email correspondence for School Board members regarding placing item on agenda for Special Counsel; prepared email correspondence to S. Thibodaux forwarding revised Special Counsel Resolution for October 18 special School Board meeting; numerous email correspondences with S. Thibodaux regarding language for agenda item and motion, attachment to agenda item, and other related matters; telephone conference with S. Thibodaux regarding same; drafted language for recommended action/motion and agenda item and prepared email correspondence to S. Thibodaux forwarding same; numerous email correspondence with E. Pecoraro regarding matters related to revision of Special Counsel Resolution, agenda item related to same, October 18 School Board Meeting, and other similar issues; prepared email correspondence to E. Pecoraro forwarding copy of draft revised Special Counsel Resolution; receipt and review of email notification from BoardDocs regarding special Board Meeting scheduled for October 18, 2017; telephone conferences with School Board members regarding same; brief review of previously issued legal opinions related to transportation and Schools of Choice in preparation for addressing questions concerning same during October 18 School Board meeting.

10/17/2017 DAB	<p>Began examination and consideration of principal's letter recommending termination of non-tenured teacher and all documentation forwarded to date; prepared email memorandum to S. Thibodaux inquiring as to status of handling matter, inquiring as to status of handling matter, inquiring as to absence of supporting documents, requesting additional information and documentation, and outlining concerns and recommendations proceeding; receipt and review of email correspondence from S. Thibodaux regarding proposed suspension of tenured and forwarding draft of suspension letter for review and recommendation; receipt and review of email correspondence from S. Thibodaux forwarding draft of waiver form for review in connection with same; telephone conference with S. Thibodaux regarding various matters including posting of agenda by deadline, proposed suspension of tenured teacher, noted concerns regarding recommended of non-tenured teacher, and other related matters; multiple email correspondence to and from S. Thibodaux requesting and obtaining additional information regarding tenured teacher in connection with and drafted waiver of right to hearing and consent of disciplinary action for execution by tenured teacher, including review and use of information and materials forwarded for purposes of same; prepared email correspondence to S. Thibodaux forwarding draft of waiver form, summarizing same and advising how to proceed; receipt and review of email notification from BoardDocs regarding revision to agenda for Special Board Meeting of October 18, 2017; pulled copy and cursory review of same; correspondences from and to S. Thibodaux regarding superintendent's inquiry concerning adding documents to agenda items.</p>	3.60
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		<u>Hours</u>	<u>Amount</u>
10/18/2017	WTS Continued to review student services and accommodations issues; emailed Dr. Aguillard regarding same; continued review of English learner issues and provided Ms. Morris and Dr. Aguillard resources regarding same.	1.60	
	DAB Travel Baton Rouge/Lafayette for meeting with staff and for special School Board meeting.	1.10	NO CHARGE
	DAB Continued review and consideration of agenda items and attachments thereto for special School Board meeting of 10/18/17 regarding schools of choice; receipt and review of multiple email correspondences from S. Thibodaux forwarding requested documentation related to/supporting recommended termination of non-tenured teacher; began review, analysis, and consideration of same; telephone conference with School Board member regarding matters related to schools of choice; out-of-office conference with S. Thibodaux and K. Vead regarding various personnel and other matters; out-of-office conference with superintendent and School Board member regarding matters related to schools of choice; per request, attended special School Board meeting regarding schools of choice.	6.70	
10/19/2017	WTS Continued review of English learner issues.	2.10	
	DAB Travel Baton Rouge/Lafayette for meeting with staff and for special School Board meeting.	1.40	NO CHARGE
	CFH Continued review of new federal purchasing guidelines for purposes of software procurement.	2.80	
	DAB Telephone conference with S. Thibodaux regarding preparation for testimony at workers' compensation hearing; telephone conference with K. Vead and Superintendent regarding student taking a knee during National Anthem at Middle School football game; out-of-office conference with School Board member and special counsel for School Board regarding various matters related to handling of workers' compensation, Risk Management, and other litigation matters; telephone conference with K. Vead and S. Thibodaux regarding matters related to workers' compensation hearing, settlement of case, job description revised by adjuster in case, and other related matters; telephone conference with K. Vead regarding additional information obtained related to students, National Anthem, and Middle School football game; receipt and review of copy of email correspondence from M. Bernard regarding a list of cases from attorneys for auditors for fiscal year 17; receipt and review of email correspondence from R. Credeur regarding same; receipt and review of email correspondence from S. Thibodaux forwarding copy of job description written/revised by adjuster in workers' compensation case, and brief review of same; receipt and review of email correspondence from M. Bernard regarding handling of demand letter received from attorney on behalf of parent; telephone	2.70	

	<u>Hours</u>	<u>Amount</u>
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conference with J. Craig regarding parent request for School Board to pay for private transportation for elementary regular ed student to attend School of Choice; prepared email correspondence to S. Thibodaux with inquiry and opinion related to job description revised by adjuster in workers' compensation case.

10/19/2017	DAB	Receipt and review email correspondence from S. Thibodaux forwarding copy of Pecoraro law special counsel resolution signed by Superintendent; receipt and review of email correspondence forwarded by Superintendent from parent who attended October 18 School Board meeting; began search and review of and for copies of all special counsel resolutions approved by the board along with the corresponding approval letters from the Attorney General for each; prepared email correspondence to M. Bernard with follow-up request to forward list of all attorneys approved to serve as special counsel, together with copies of the corresponding resolutions for same; began review, analysis and consideration of recent and established jurisprudence, practice, policies, and recommended strategies for handling issues arising when students and/or employees chose to kneel during playing the National Anthem; multiple telephone conferences with J. Craig and/or Superintendent regarding same and other related matters, including handling of phone calls and emails and requests for comments, and preparation of public statement if necessary; receipt and review of email correspondence from J. Craig forwarding copy of draft of proposed public statement; reviewed, revised and forwarded to J. Craig copy of revised draft of public statement for use if necessary; multiple follow-up email correspondences from/to J. Craig regarding same; receipt and review of email correspondence from M. Bernard forwarding copies of audit letters prepared by four law firms which provide services for the board; began examination and consideration of same; receipt and review of numerous email correspondences from M. Bernard forwarding copies of numerous special counsel resolutions approved by the board; began examination and consideration of each.	4.60
10/20/2017	CFH	Continued research of new federal guidelines regarding software licenses.	1.30
	DAB	Continued brief analysis and consideration of legal issues and current strategies for handling matters involving students and/or employees choosing to kneel during singing of National Anthem; continued search and review of and for all special counsel resolutions approved by the board along with the corresponding approval letter from the Attorney General for each, particularly those approved by the board in 2017; brief email correspondence to/from J. Craig regarding National Anthem related matters; review and consideration of draft letter recommending reprimand prepared by principal noting questions and concerns regarding same; prepared memorandum outlining numerous and various issues and recommendations for resolving same; prepared email correspondence to S. Thibodaux forwarding same.	2.40

		<u>Hours</u>	<u>Amount</u>
10/21/2017	DAB Receipt and review of six email correspondences from S. Thibodaux forwarding copies of numerous emails with information regarding and copies of various special counsel resolutions presented to the board for approval from February 2012 through February 2017; began brief review and consideration of such information and said special counsel resolution.	0.70	
10/23/2017	RLH Reviewed special counsel resolutions to set up workers' compensation/risk management program; reviewed information taken by School Board relative to schools of choice.	0.60	
	DAB Receipt and review of email correspondence from M. Bernard advising that she only has copies of special counsel resolutions in which she was involved; receipt and review of email correspondence from M. Bernard forwarding copy of list of approved counsel in her files; began examination of said list including notes marked on same regarding existence of special counsel resolution, pending cases, and other issues; receipt and review of copy of email correspondence from S. Thibodaux regarding list of resolutions; receipt and review of email correspondence from M. Dugas regarding audit letters prepared by attorneys who represent Lafayette Parish School System; continued search for copies of special counsel resolutions approved by the board in 2017 and corresponding approval letters from the Attorney General for each; receipt and review of email correspondence from M. Bernard regarding one attorney with zero open files; prepared email correspondence to B. Guidry and S. Thibodaux requesting certain special counsel resolutions signed by Superintendent for forwarding to Attorney General for approval; receipt and review of email correspondence from B. Guidry in response to same; receipt and review of email correspondence from S. Thibodaux in response to same; receipt and review of email correspondence from parent with numerous legal questions pertaining to transportation and Schools of Choice; telephone conference with J. Craig regarding National Anthem related issues.	3.10	
10/24/2017	WTS Finalized and sent memo to Ms. Morris (per request) and Dr. Aguillard regarding student program eligibility and services issues.	0.30	
	DAB Numerous email correspondences from/to M. Bernard and S. Thibodaux regarding numerous and various matters concerning special counsel resolutions previously approved by the board, search for and review Minutes of various School Board meetings reflecting motions made and votes taken with respect to same, search for and review of copies of various special counsel resolutions (signed and unsigned, approved and unapproved), search for approved but unlocated resolutions, and related matters; in connection with same receipt and review of copies of additional special counsel resolutions, accompanying Attorney General approval, and other related information and documentation; receipt and review of email correspondence from D. Nezey forwarding requested information	2.80	

	<u>Hours</u>	<u>Amount</u>
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regarding Minutes (archive) from School Board meeting reflecting approval of several special counsel resolutions and copy of one said resolution and brief review of same; receipt and review of email correspondence from S. Thibodaux forwarding copies of multiple email correspondences involving employee complaints and sick leave related thereto and supervisor's request for legal counsel review and assistance in responding to same; began review, analysis and consideration of said emails, complaints, and information; extended telephone conference with S. Thibodaux and J. Craig regarding numerous and various issues related to ongoing reorganization of Schools of Choice Programs, leadership/coordination of same, gathering, compilation and presentation of data and information regarding same, actual and purported complaints by employees and others regarding accuracy of data and information, transparency, and dissemination of information, and recommendations for addressing and handling all of said issues.

10/24/2017 DAB	Drafted notice for website regarding error/incomplete data attached to agenda item and disregard of same; prepared email correspondence to S. Thibodaux and J. Craig forwarding copy of said proposed notice; telephone conference with S. Thibodaux with inquiry concerning differing number of work hours per day for employees under same job description and related matters, matters related to recommended termination of non-tenured teacher, and matters related to recommended disciplinary action against tenured teacher; receipt and review of email correspondence from S. Thibodaux forwarding of job description for review in connection with same; brief review and consideration of salary schedule in connection with same; receipt and review of email correspondence from S. Thibodaux forwarding related information regarding proposed federal programs computer proctor position with same; prepared email correspondence to M. Bernard regarding various issues related to handling of Lafayette Parish School System litigation and scheduling conference for addressing same; brief review of draft letter prepared in response to parents' presentation to board in executive session; brief review of memorandum addressing additional English learner related issues.	1.80	
10/25/2017 RLH	Office conference with D. Boudreaux regarding procedures for handling workers' compensation and risk management litigation.	0.50	NO CHARGE
RLH	Request from DOE auditors regarding access to personnel files and response thereto.	0.20	
DAB	Prepared email correspondence to S. Thibodaux regarding status of matters — termination of non-tenured teacher and recommended termination of paraeducator; prepared email correspondence to M. Bernard, S. Thibodaux and Superintendent as to receipt of public records request from Parent's Foundation for Education; receipt and review of email correspondence from S. Thibodaux in response to email concerning status of two personnel matters; prepared email	4.60	

	<u>Hours</u>	<u>Amount</u>
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correspondence to S. Thibodaux regarding new/signed documents related to recommendation of termination for non-tenured teacher; receipt and review of email correspondence from S. Thibodaux forwarding for review copy of written correspondence received from parent regarding concern about district employee; began review and consideration of said written correspondence from parent; prepared email correspondence to M. Bernard following up on request for conference to discuss matters related to handling of Lafayette Parish School System litigation, claims, and other related matters; receipt and review of email correspondence from M. Bernard forwarding additional special counsel resolution found, brief review of copy of same; prepared email correspondence to S. Thibodaux and K. Vead requesting copies of job descriptions for marketing and recruitment coordinator and enrollment administrator of Schools of Choice Programs in connection with continued review, analysis and consideration of issues related to various complaints and concerns raised by various employees, parents, and others as to the proposed reorganization of Schools of Choice, presentation and dissemination of information and data regarding same, gathering information and data regarding same, handling of public relations regarding same and other related matters receipt and review of email correspondence from S. Thibodaux forwarding copies of job descriptions for positions of marketing and recruitment coordinator and enrollment and recruitment manager, reviewed and

10/25/2017 DAB	<p>Receipt and review of email correspondence from S. Thibodaux forwarding copies of job descriptions for positions of marketing and recruitment coordinator and enrollment and recruitment manager, reviewed and considered same and began drafting proposed revisions to same in light of reorganization of Schools of Choice; receipt and review of brief email correspondence from M. Bernard in response to inquiry concerning public records request; telephone conference with S. Thibodaux regarding various issues related to ongoing concerns, complaints, and corresponding investigation of employee(s) in connection with reorganization of Schools of Choice and related matters; telephone conference with K. Vead and S. Thibodaux regarding several matters, including inquiry concerning request by auditors for production of employee evaluations, receipt of written statement/complaint from parent concerning conduct of employee, options and recommendations for handling same, and other related matters; brief analysis and consideration of issues related to requests for and disclosure of school employee personnel files, including employee evaluations; prepared email memorandum to K. Vead and S. Thibodaux providing opinion and recommendation regarding auditors' request for disclosure of CTE employees' evaluations; email correspondence from/to M. Bernard regarding conference to address various issues related to Lafayette Parish School System workers' compensation, Risk Management, claims, litigation, insurance, and other related processes.</p>	3.60
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		<u>Hours</u>	<u>Amount</u>
10/25/2017	DAB Receipt and review email correspondence from S. Thibodaux forwarding new recommendation for termination of non-tenured teacher prepared by principal and signed by teacher, and requesting preparation of 7-day letter; began cursory review of same; began examination and organization of all information and documents received to date from M. Bernard and others and prepared outline and notes for scheduled conference with M. Bernard to address range of issues related to receiving, assigning, handling, monitoring, and reporting all School Board litigation including workers' compensation matters; receipt and review of email correspondence from S. Thibodaux forwarding for review copy of written complaint received from school principal regarding Central Office Administrator; correspondences witness School Board member regarding status of obtaining information necessary to facilitate transition of handling School Board litigation; correspondences with Forethought regarding various matters related to contents of existing and proposed revisions to policy JGCD, Administrator of Medication.	2.40	
10/26/2017	DAB Traveled to/from Lafayette/Baton Rouge for conferences with staff regarding various personnel and related matters and handling of Lafayette Parish School System litigation and other general counsel matters.	3.40	NO CHARGE
	DAB Receipt and review of email correspondence from K. Vead regarding preparation of response to auditors regarding request for employee evaluation; telephone conference with S. Thibodaux regarding continuing matters related to complaints, concerns, investigation and recommendations for handling same concerning reorganization of Schools of Choice Program and employee conduct in connection with same; prepared email correspondence to K. Vead in response to inquiry concerning preparation of reply to auditors request; out-of-office conference with M. Bernard regarding numerous issues; receipt, processing, and assignment of lawsuits against School Board, types of insurance coverage and insurers of the board; processes for providing status updates by defense counsel on pending lawsuits, obtaining listing of currently pending lawsuits against School Board with name of lawyer representing the board in each case, various issues related to handling of sales tax matters, various issues related to handling of workers' compensation matters, and other issues related to handling of litigation and general counsel duties; received from K. Vead copies of requested documents from auditors wherein request for records/evaluation is made; prepared written response to auditors in response to request for disclosure of employee personnel files/evaluation; prepared email response to K. Vead forwarding copy of same; out-of-office conference with K. Vead and S. Thibodaux regarding numerous and various personnel and other issues including job applicant with multiple convictions; salary scales for foreign teachers on J-1 visas, continuing issues related to reorganization of Schools of Choice, presentation of information regarding same, employee conducted in connection with same, and other related matters, freezing salary of those paid above salary	5.30	

		<u>Hours</u>	<u>Amount</u>
	schedule, etc.		
10/27/2017	EMA Reviewed email from L. Francis regarding bid question; research regarding same; drafted and sent email to L. Francis regarding change order issues.	0.50	
	DAB Receipt and review of email correspondence from M. Bernard forwarding copy of additional special counsel resolution; brief review and consideration of same; brief review of email correspondence from M. Bernard forwarding information regarding history of insurance policies with limits and self-insured retentions; began brief review of same; receipt and review of email correspondence from S. Thibodeaux forwarding correspondence and information from employee regarding tuition and PRAXIS assistance; began brief review and consideration of same; receipt and review of email correspondence from M. Bernard forwarding copy of Resolution 04-04-1444 contained in Minutes of regular Board meeting of April 21, 2004; began brief review and consideration of same.	0.60	
10/30/2017	RLH Received telephone call from B. Guidry regarding attendance at executive session on 11/8/17.	0.20	
	RLH Received and responded to e-mail from S. Thibodeaux regarding Cooper decision.	0.10	
	WTS Emailed and received, reviewed, and responded to email from Superintendent Aguillard regarding student accommodations issues.	0.10	
	CFH Telephone conversation with L. Francis regarding Works International Agreement.	0.40	
	DAB Receipt and review of email inquiry from S. Thibodeaux regarding administrative contracts for positions funded with federal funds; review and consideration of legal issues concerning same; prepared email correspondence to S. Thibodeaux in response to inquiry concerning same; receipt and review of email correspondence forwarded from Superintendent regarding letter to employees with respect to same; receipt and review of email correspondence from S. Thibodeaux requesting preparation of document for execution by employee with respect to same; began brief examination of additional documentation provided by principal in support of recommended termination of non-tenured teacher; reviewed list of information and documentation previously requested from M. Bernard in connection with transition of handling/assignment of claims and litigation matters and compiled list of still outstanding requests for such information; prepared written correspondence to M. Bernard again requesting and outlining those documents and information still outstanding and requesting production of same, and prepared email correspondence to M. Bernard forwarding copy of same; began review of certain information and documentation provided by M. Bernard during October 26 Conference; brief correspondence with School Board member regarding matters	4.70	

		<u>Hours</u>	<u>Amount</u>
	related to transition of handling of School Board litigation and claims issues.		
10/30/2017	EMA Conference call with L. Francis regarding bid issue.	0.40	
10/31/2017	DAB Telephone conference with S. Thibodaux regarding continuing matters related to complaints, concerns, investigation and recommendations for handling same concerning reorganization of Schools of Choice Program and employee conduct in connection with same; reviews and consideration of documentation received in connection with same; brief analysis and consideration of legal issues and statutes governing criminal history of job applicants; began examination and consideration of binder of additional documentation received from principal in support of recommended termination of non-tenured teacher.	2.40	
SUBTOTAL:		[140.40	\$27,560.00]
<u>YOUNGSVILLE HIGH SCHOOL</u>			
10/9/2017	CFH Telephone conversation with L. Francis regarding Dell Computer Bid.	0.30	
10/13/2017	CFH Received and reviewed proposed bid by Dell Computer Services (Southside High School Bid No. 39-18); performed research regarding exceptions contained therein, as well as compliance with USDA requirements; prepared Certification for same; prepared correspondence to L. Francis regarding same.	4.10	
10/24/2017	CFH Email correspondence with K. Bordelon regarding welding bid.	0.30	
10/25/2017	CFH Telephone conversation with K. Bordelon regarding Red Ball Oxygen Bid and other matters.	0.60	
10/26/2017	CFH Performed legal research regarding Red Ball Oxygen Bid withdrawal, including review of the documents regarding same.	2.80	
10/27/2017	CFH Received and reviewed additional information regarding Red Ball Oxygen Bid; reviewed Bid Documents regarding same; issued an additional email regarding withdrawal of Red Ball Oxygen Bid.	0.60	
SUBTOTAL:		[8.70	\$1,957.50]
SUBTOTAL PROFESSIONAL SERVICES RENDERED		149.10	\$29,517.50

EXPENSES INCURRED

	<u>Amount</u>
<u>ADVICE & COUNSEL</u>	
10/11/2017 Travel by WTS to Lafayette, LA to attend School Board meeting (Executive Session).	\$59.92
Travel by DAB to Lafayette, LA to attend School Board meeting.	\$69.55
10/12/2017 Outside Copy Charges - Quality Litigation Support, Inc. for copies of flash drive.	\$55.00
10/18/2017 Travel by DAB to Lafayette, LA to attend School Board meeting; meeting with staff; meeting with School Board member.	\$72.23
10/26/2017 Travel by DAB to Lafayette, LA for out of office conference with staff.	\$69.55
10/31/2017 Extraordinary postage & special handling	\$6.56
Copy Charges	\$1.00
SUBTOTAL:	[\$333.81]
<u>YOUNGSHVILLE HIGH SCHOOL</u>	
10/31/2017 Copy Charges	\$1.25
SUBTOTAL:	[\$1.25]
SUBTOTAL FOR EXPENSES INCURRED	\$335.06
TOTAL AMOUNT DUE FOR THIS INVOICE	<u>\$29,852.56</u>

Professional Summary			
<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Charles F. Hardie, VI	15.30	225.00	\$3,442.50
Danielle A. Boudreaux	77.30	225.00	\$17,392.50
Danielle A. Boudreaux	11.50	0.00	\$0.00
Evan M. Alvarez	3.80	175.00	\$665.00
Jon K. Guice	0.20	225.00	\$45.00
Kenneth F. Sills	1.50	225.00	\$337.50
Pam L. DeLaune	0.70	75.00	\$52.50
Robert L. Hammonds	14.30	225.00	\$3,217.50
Robert L. Hammonds	2.80	0.00	\$0.00
Wayne T. Stewart	19.40	225.00	\$4,365.00
Wayne T. Stewart	2.30	0.00	\$0.00



**QUALITY LITIGATION
SUPPORT, INC.
BATON ROUGE**
214 3RD ST. Suite 1A
BATON ROUGE, LA 70801-1315
225-334-9327
225-336-4843

LAF-A&C
Exp. 876938

Invoice

DATE

INVOICE #

10/12/2017

133516

BILL TO:

Hammonds Sills Adkins & Guice, LLP
2431 S. ACADIAN THWY
STE 600
BATON ROUGE, LA 70808

SHIP TO:

Barbara

Re: LAF-1061 (Lafayette A&C)

P.O. NUMBER	TERMS	REP	SHIP	VIA	F.O.B.	PROJECT
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Net 30

JAS

10/12/2017

QUANTITY	ITEM CODE	DESCRIPTION	PRICE EACH	AMOUNT
2	Export	Export Load Files and Documents to 16GB Flash Drive 10% state and city combined	25.00 10.00%	50.00T 5.00

RECEIVED

OCT 13 2017

HAMMONDS, SILLS,
ADKINS & GUICE, LLP

HAMMONDS, SILLS,
ADKINS & GUICE, LLP

FILE: Lafayette A & C (LAF-1061)

DESCRIPTION OF MATERIAL:

Questions concerning invoice call 225-334-9327 TAX ID 72-1440333

SPECIAL INSTRUCTIONS:

(1) Please make 2 separate copies (flash
drives) of the attached flash drive.

NEEDED ASAP. Thanks, Barbara

TOTAL

\$55.00

CHECK REQUEST FORM

RECEIVED

DEC 06 2017

Date Requested: 12/5/2017 BUDGET & ACCOUNTING

Requested By: Amanda Blanco

Supervisor Approval:

Donald Aguillard ✓

Check Payable To:

Hammonds, Sills, Adkins, & Guice, LLP ✓

Address:

2431 Acadian Thruway, Suite 600

City, State, Zip:

Baton Rouge, LA 70808

Social Security No.(If Applicable):

OR

Employee ID# (required for employees):

RECEIVED

DEC 07 2017

Amount

\$13,771.00 ✓

Account Number/Title

8-001-01107-000-0000-0000-731319-00000-9

BUDGET & ACCOUNTING

Title:

Legal - All Other Attorneys ✓

\$

Title:

Total

\$13,771.00 *AB*

Description/Purpose of Request

Payment on Invoice #20173004 for professional services rendered and expenses incurred through November 27, 2017. ✓

Date Needed By:

Next check run

This Section For Business Office Use Only

Manual Check

✓ Regular Processing

01 Fund

Batch No.

12/17 weekly G/L Date

117150 Vendor No.

RECEIVED

DEC 07 2017

Grant Accountant (If Applicable)

ACCOUNTS PAYABLE

H. LeBlanc

Approval (If Applicable)

HAMMONDS, SILLS, ADKINS & GUICE, LLP

BATON ROUGE and MONROE
2431 S. ACADIAN THRUWAY, SUITE 600
BATON ROUGE, LA 70808
FEDERAL TAX I.D. [REDACTED]

December 1, 2017

Dr. Donald Aguillard, Superintendent
Lafayette Parish School Board
P. O. Drawer 2158
Lafayette, LA 70502-2158

INVOICE # 20173004

**FOR PROFESSIONAL SERVICES RENDERED
AND EXPENSES INCURRED**

THRU NOVEMBER 27, 2017

PROFESSIONAL SERVICES

Hours Amount

ADVICE & COUNSEL

11/1/2017	DAB	Receipt and review email correspondence from S. Thibodeaux regarding status of preparation of seven-day letter; receipt and review of email correspondence from S. Thibodeaux forwarding copy of complaint/concerns received from Principal regarding employee; telephone conference with S. Thibodeaux regarding various issues related to same.	0.60
11/2/2017	EMA	Conference call with B. Guidry regarding specifications; pulled cases regarding closed specifications; drafted and sent email to B. Guidry regarding closed specifications; conference regarding bid issue.	1.40
	CFH	Received and reviewed bids received on HVAC project; performed research regarding potential problem with same; telephone conversation with K. Bordelon regarding same.	4.00
	DAB	Brief telephone conference with S. Thibodeaux regarding various personnel matters; receipt and review of email correspondence from E. Hollier forwarding copy of employee personnel file; receipt and review of second email correspondence from E. Hollier forwarding copy of personnel file of second employee; brief telephone conference with S. Thibodeaux regarding same; receipt and review of email notification from Boarddocs regarding Schools of Choice Committee Meeting scheduled for November 6, 2017; pulled copy of Agenda and brief review of same; receipt and review of email correspondence from E. Pecoraro with inquiry related to approval from Attorney General of Special Counsel Resolution and other related matters; prepared email correspondence to B. Guidry following up on request for signed Special Counsel Resolutions for forwarding to Attorney General; prepared email correspondence to	2.90

		<u>Hours</u>	<u>Amount</u>
	E. Pecararo in response to various inquiries concerning Attorney General approval of Resolution, information regarding pending litigation against School Board, and other related matters; prepared email memorandum to Superintendent regarding matters related to obtaining information and documents for monitoring and handling of Board litigation and assignment of same; brief telephone conference with Superintendent regarding same.		
11/2/2017	RLH Received e-mail from J. Craig regarding possible use of pepper spray by school safety officers; research regarding same; survey of other school systems regarding same.	0.60	
11/3/2017	RLH Office conference with D. Boudreaux regarding new suit sent to Smith and Thibodeaux for handling and regarding procedures for docketing and assigning new cases.	0.50	NO CHARGE
	DAB Telephone conference with S. Thibodeaux concerning complaints/grievances filed against employee involving sexual harassment, handling and responding to same, and other related matters; per request, researched record/docket of two lawsuits pending against School Board in 15th JDC filed by P. Cooper, including School Board's Reconvotional Demand, status and viability of same, implication of Writ denial on same, and other related matters; began analysis and consideration of matters related to liability exposure, insurance coverage, and similar issues in connection with same; participated in telephone conference with B. Guidry regarding same; receipt and review of email correspondence from B. Guidry forwarding copy of correspondence from insurer and began brief review of same; receipt and review of email correspondence from L. Breaux regarding forwarding of special counsel resolutions for approval; receipt and review of email correspondence from A. Blanco forwarding information regarding/list of cases served in Superintendent's office; began brief review of same; in connection with same, brief review of 15th JDC online docket with respect to recently filed lawsuits against School Board, service of same on School Board, assignment of same to defense counsel, and other related matters; receipt and review of email notification from Boarddocs regarding regular Board meeting scheduled for November 8, 2017, pulled copy of Agenda and began brief review of Agenda items and documents attached thereto; prepared email correspondence to Superintendent regarding confidential item placed on public agenda; receipt and review of brief email correspondence from Superintendent in response to same; receipt and review of email correspondences from S. Thibodeaux regarding assignment of duties to clerical employees.	6.10	
11/6/2017	CFH Began review and research regarding Addendum to Works International Agreement; telephone conversation with L. Francis regarding same.	2.80	

		<u>Hours</u>	<u>Amount</u>
11/7/2017	RLH	Reviewed information relative to public records request concerning data about schools of choice and other matters; researched obligations to provide requested data; reviewed agenda in preparation for 11/8/17 School Board meeting.	0.90
	DAB	Travel to and from Lafayette/Baton Rouge for conferences with S. Thibodeaux, K. Vead, J. Craig, A. Samec, and B. Guidry regarding numerous matters.	2.50 NO CHARGE
11/8/2017	WTS	Reviewed issues regarding student services and program eligibility.	0.50
	RLH	Travel to Lafayette from Marksville and return travel to Baton Rouge.	2.80 NO CHARGE
	RLH	Out of office conference with M. Bernard regarding submitting claim to insurance company on lawsuit and transition of legal matters; research regarding unitary status of school system in preparation for claim of School Board member, including conference with Superintendent Aguillard regarding same; prepared for and attended School Board meeting.	5.80
	MSL	Reviewed OCR guidance and case law regarding use of SROs and provided advice and counsel regarding same.	0.80
	MSL	Reviewed admission criteria for students with disabilities to magnet school and provided suggested revisions to handbook.	0.60
	JRB	Analyzed issues related to District Court's unitary status and dismissal order and judgment and Board obligations related to reporting requirements and related issues.	0.40
	PWD	Reviewed and analyzed terms of Judgment issued in desegregation case relative to continuing obligations.	0.50
11/9/2017	RLH	Received telephone call from S. Thibodeaux regarding personnel matter.	0.20
11/10/2017	MSL	Reviewed grievance documents regarding employee sexual harassment complaint, provided advice related to issues and recommendations for next steps.	1.30
	MSL	Provided additional advice and counsel regarding SRO's and pepper spray.	0.30
11/11/2017	DAB	Receipt and review of correspondence from S. Thibodeaux regarding various personnel matters; began examination and consideration of personnel file of employee, Lafayette Parish School Board Policy Manual and identification of specific policies therein, Minutes from past School Board meetings, and other information and documents in connection with and began preparing written correspondence in response to Public Records Request by A. Fontana; prepared email Memorandum to S. Thibodeaux and	5.90

	<u>Hours</u>	<u>Amount</u>
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Superintendent summarizing documents/records necessary for same and other related matters; receipt and review of email correspondence from S. Thibodeaux forwarding for review and advice documents and information in support of proposed recommendation of termination; began review analysis and consideration of same; received and reviewed email correspondence from S. Thibodeaux with additional information and inquiry regarding same; received and reviewed email correspondence from S. Thibodeaux forwarding copy of employee's signed personnel file access form in connection with preparation of response to Public Records Request; prepared email correspondence to M. Bernard regarding Agenda Item for elimination of Policy GCI; received and reviewed email correspondence from S. Thibodeaux regarding employee's receipt of copy of personnel file.

11/13/2017 DAB	Receipt and review of email correspondence from S. Thibodeaux regarding preparation of requested personnel file; receipt and review of brief reply email from M. Bernard regarding Policy GCI; receipt and review of brief email correspondence from M. Bernard regarding proposed addition to Policy GBM; receipt and review of email correspondence from S. Thibodeaux regarding scheduling of conference with employee and issues related to attorney participation in same; receipt and review of email correspondence from S. Thibodeaux forwarding copy of email from employee concerning scheduling of conference requesting presence of attorney; prepared email correspondence to S. Thibodeaux regarding same; receipt and review of email correspondence from M. Bernard forwarding copy of Special Counsel Resolution for Hoyt & Stanford; drafted Certification/Cover letter for S. Thibodeaux for personnel file and prepared email correspondence to S. Thibodeaux forwarding same with explanation for use of same; receipt and review of email correspondence from S. Thibodeaux forwarding copy of documentation of conference with employee of November 13 concerning employee's complaint dated October 20, 2017; began review and consideration of same; receipt and review of email correspondence from S. Thibodeaux forwarding copy of Write-up and supporting documentation for employee and related information regarding conference held with employee concerning same; began review and consideration of said Write-up and documentation; prepared email correspondence to S. Thibodeaux regarding assessment of certain statements made and information provided by employee in connection with same; email correspondences to/from J. Craig regarding preparation of response to demographic data portion of public records request; prepared email correspondence to requestor regarding public records request and method for obtaining requested information; prepared email correspondence to J. Craig regarding same.	4.60
RLH	Received correspondence from S. Thibodeaux with questions about payments to employees under School Redesign Grant; brief research regarding same.	0.40

		<u>Hours</u>	<u>Amount</u>
11/13/2017	DAB Receipt and review of email correspondence from S. Thibodeaux regarding questions concerning requested documents in Public Records Request; receipt and review of email correspondence from S. Thibodeaux forwarding draft of certification letter and inquiry regarding matters related to same; receipt and review of email correspondence from S. Thibodeaux outlining information that has been requested and that which she has available to produce in response to same; began review and consideration of information provided therein; prepared email memorandum to S. Thibodeaux with follow-up questions, comments, and other notes regarding same; receipt and review of email correspondence from S. Thibodeaux regarding rescinded contract; receipt and review of email correspondence from S. Thibodeaux forwarding copy of written statement of employee to include in investigation file; brief review of same; prepared email correspondence to S. Thibodeaux with questions and instructions regarding same; receipt and review of email correspondence from S. Thibodeaux forwarding copy of signed employee job description to additional to personnel file; receipt and review of email correspondence from S. Thibodeaux forwarding additional documentation related to agreement with employee; began brief review of same; receipt and review of email correspondence from S. Thibodeaux providing response from Superintendent for Public Records Request; receipt and review of email correspondence from S. Thibodeaux forwarding information from A. Samec regarding Schools of Choice reorganization; brief review of same; receipt and review of email correspondence from S. Thibodeaux forwarding response from A. Samec for purposes of preparing response to Public Records Request; numerous email correspondences from/to S. Thibodeaux regarding numerous and various matters related to information and documentation for preparation of response to Public Records Request and personnel file of employee in connection therewith.	2.40	
11/14/2017	RLH Out of office conference with Superintendent Aguillard, S. Thibodeaux, K. Vead, and B. Guidry regarding finance issues concerning grant application and various personnel matters; telephone conference with S. Thibodeaux regarding same.	2.60	
	RLH Travel to School Board office and return.	2.20	NO CHARGE
	WTS Received, reviewed, and responded to email from Ms. Thibodeaux regarding student services and evaluation issues; conference via phone with Dr. Aguillard regarding same.	0.20	
	TTM Research regarding possession of pepper spray on campus by school employees and commissioned law enforcement.	0.50	
11/15/2017	RLH Forwarded letter to Attorney General containing special counsel resolutions for approval; began review of documentation received from S. Thibodeaux regarding demotion of school secretary based on accounting irregularities; reviewed e-mail with attachments from	1.20	

		<u>Hours</u>	<u>Amount</u>
	B. Guidry regarding issue with LSERS.		
11/15/2017	EMA Reviewed email from J. Craig re agreement.	0.20	
11/17/2017	EMA Reviewed email from J. Craig regarding United Healthcare; drafted and sent email to J. Craig re same.	0.20	
11/20/2017	EMA Began reviewing lengthy contract between United Healthcare; Reviewed Administrative Procedures; Research; Drafted and sent email to J. Craig re contract issues; Reviewed email from J. Craig re same; Drafted and sent email to J. Craig re contract term.	5.50	
	DAB Dictated draft of written correspondence from S. Thibodeaux to employee regarding request to include document in personnel file; prepared email correspondence to S. Thibodeaux forwarding copy of same with instructions for handling and request for confirmation of same; receipt and review of email correspondence from S. Thibodeaux regarding same; receipt and review of request from Attorney General's Office for additional information in connection with approval of special counsel resolution, obtained requested information, and related same.	0.60	
	RLH E-mails to and from E. Pecoraro regarding special counsel resolution.	0.20	
	CFH Reviewed proposed Additional Services Agreement with architect for Lafayette High School Feasibility Study; emailed K. Bordelon regarding same.	0.80	
11/21/2017	JKG Pulled Attorney General opinion on recruitment incentive.	0.30	
	RLH Revised special counsel resolution after rejection of same by Attorney General; office conference with D. Boudreaux regarding strategy for presenting to Board.	0.80	
	RLH Reviewed Attorney General opinion on public employees being offered financial incentives to recruit other public employees; forwarded Attorney General opinion to S. Thibodeaux and reviewed reply.	0.40	NO CHARGE
	CFH Telephone conversation with K. Bordelon regarding Comeaux High School Performing Arts Project and HVAC bid.	0.50	
11/27/2017	EMA Reviewed email from J. Craig regarding MOU; reviewed email from M. Dugas regarding retention ponds; drafted and sent email to M. Dugas regarding response; began reviewing proposed MOU.	1.10	
	SUBTOTAL:	[66.10	\$12,497.50]
	<u>IN-SERVICE</u>		
11/17/2017	RLH Prepared for and presented in-service to personnel directors in	8.40	NO CHARGE

		<u>Hours</u>	<u>Amount</u>
	Lafayette; travel.		
	SUBTOTAL:	[8.40	\$0.00]
	[REDACTED]		
11/7/2017	MSL Reviewed file and respondent portal for status and prepared case summary and status report.	0.40	
	SUBTOTAL:	[0.40	\$90.00]
	[REDACTED]		
11/20/2017	WTS Received, reviewed, and responded to email from Ms. Bernard regarding compliance with OCR agreement; reviewed document from her regarding same.	0.20	
	SUBTOTAL:	[0.20	\$45.00]
	[REDACTED]		
11/6/2017	MSL Reviewed file and respondent portal for update on unperfected EEOC charge.	0.20	
	SUBTOTAL:	[0.20	\$45.00]
	<u>YOUNGSVILLE HIGH SCHOOL</u>		
11/3/2017	CFH Received and reviewed agenda item for withdrawal of Red Ball Oxygen Bid on Southside High School project; telephone conversation with K. Bordelon regarding same; email correspondence to K. Bordelon regarding same; additional email correspondence with Superintendent Aguillard regarding same.	1.00	
11/13/2017	CFH Began review and research regarding General Office Supply bid questions.	2.20	
11/15/2017	CFH Email correspondence to K. Bordelon regarding welding/carpentry bid.	0.20	
	SUBTOTAL:	[3.40	\$765.00]
	SUBTOTAL PROFESSIONAL SERVICES RENDERED	78.70	\$13,442.50

EXPENSES INCURRED**Amount****ADVICE & COUNSEL**

7/26/2017	Travel by RLH to Lafayette, LA for in-service presentation to administrators and attended School Board meeting (not included on previous invoice).	\$69.55
8/7/2017	Travel by RLH to Lafayette, LA (from Crowley) to attend staff meeting (not included on previous invoice).	\$41.73
8/9/2017	Travel by RLH to Lafayette, LA to attend School Board meeting (not included on previous invoice).	\$69.02
9/27/2017	Travel by RLH to Lafayette, LA to attend School Board meeting (not included on previous invoice).	\$70.09
11/7/2017	Travel by DAB to Lafayette, LA to attend meeting with staff (pro-rated).	\$10.70
11/8/2017	Travel by RLH to Lafayette, LA for out of office conference with M. Bernard and to attend School Board meeting.	\$67.41

SUBTOTAL:**[\$328.50]****IN-SERVICE**

11/17/2017	Travel by RLH to Lafayette, LA for in-service presentation to personnel directors.	NO CHARGE
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SUBTOTAL:**[\$0.00]****SUBTOTAL FOR EXPENSES INCURRED****\$328.50****TOTAL AMOUNT DUE FOR THIS INVOICE****\$13,771.00****Professional Summary**

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Charles F. Hardie, VI	11.50	225.00	\$2,587.50
Danielle A. Boudreaux	23.10	225.00	\$5,197.50
Danielle A. Boudreaux	2.50	0.00	\$0.00
Evan M. Alvarez	8.40	175.00	\$1,470.00
John R. Blanchard	0.40	125.00	\$50.00
Jon K. Guice	0.30	225.00	\$67.50
Melissa S. Losch	3.60	225.00	\$810.00
Pamela W. Dill	0.50	225.00	\$112.50
Robert L. Hammonds	12.70	225.00	\$2,857.50
Robert L. Hammonds	14.30	0.00	\$0.00

Dr. Donald Aguillard, Superintendent

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<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Ty T. Manieri	0.50	175.00	\$87.50
Wayne T. Stewart	0.90	225.00	\$202.50