

# CHECK REQUEST FORM

RECEIVED

FEB 02 2018

Date Requested: 2/2/2018  
Requested By: Amanda Blanco **BUDGET & ACCOUNTING**  
Supervisor Approval: *Donald Aguilon*  
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 \_\_\_\_\_  
Employee ID# (required for employees): \_\_\_\_\_ **BUDGET & ACCOUNTING**

Amount	Account Number/Title
<u>\$31,177.49</u> ✓	<u>8-001-01107-000-0000-0000-731319-00000-9</u>
\$ _____	Title: <u>Legal - All Other Attorneys</u> ✓ <i>2/9/18</i>
<u>\$31,177.49</u> ✓ <i>AB</i>	Title: _____ <i>2/9/18</i>
	Total _____

## Description/Purpose of Request

Payment on Invoice #20180242 for professional services rendered and  
expenses incurred through December 31, 2017.

Date Needed By: \_\_\_\_\_ Next check run \_\_\_\_\_

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## This Section For Business Office Use Only

<u>Manual Check</u>	<u>Regular Processing</u> ✓	<b>RECEIVED</b> FEB 14 2018 <b>ACCOUNTS PAYABLE</b> <i>W-9</i>
<u>01</u> Fund	<u>Batch No.</u>	
<u>2/18 weekly</u> G/L Date	<u>117150</u> Vendor No.	
<u>Grant Accountant (If Applicable)</u> <u><i>H LeBlanc</i></u>		

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]

**January 29, 2018**

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

**RECEIVED**

FEB 02 2018

**INVOICE # 20180242**

LAFAYETTE PARISH  
SCHOOL BOARD  
SUPERINTENDENT'S OFFICE

**FOR PROFESSIONAL SERVICES RENDERED  
AND EXPENSES INCURRED**

**THRU DECEMBER 31, 2017**

**PROFESSIONAL SERVICES**

Hours      Amount

**ADVICE & COUNSEL**

11/5/2017 DAB	Brief review and consideration of agenda items for November 8 meeting related to proposed changes to bus disciplinary policy; brief review and consideration of language of prayer for damages in pending lawsuit against Board as it relates to potential exposure.	0.60
11/6/2017 DAB	Telephone conference with S. Thibodeaux regarding various matters, including receipt of Public Records Request, proposed disciplinary action against employee, pending lawsuits, and other related matters; receipt and review of email correspondence from M. Bernard forwarding copy of Public Records Request; began brief review, analysis, and consideration of same and other related matters.	1.20
DAB	Received and reviewed email correspondence from S. Thibodeaux forwarding written statement of parent in connection with proposed disciplinary action of employee; began brief review and consideration of same; receipt and review of email correspondence from S. Thibodeaux with inquiry concerning School Resource Officers carrying pepper spray; receipt and review of email correspondence from S. Thibodeaux forwarding copy of email correspondence from employee to M. Bernard in connection with Public Records Request and preparation of response thereto; brief review and consideration of agenda items and attachments thereto for regular Board Meeting of November 8 in connection with and preparation of response to inquiry from Board members regarding same; telephone conference with Board member regarding various matters, including items on agenda for November 8 regular board meeting; review and consideration of various matters related to Schools of Choice reorganization, including review of due process section of academies	3.90

		<u>Hours</u>	<u>Amount</u>
	handbook; telephone conference with S. Thibodeaux regarding various matters related to issues concerning public records request and pepper spray; began analysis and consideration of legal issues related to School Resource Officers carrying pepper spray and other related matters.		
11/7/2017	DAB Receipt and review of email correspondence from [REDACTED] regarding documents added to personnel file of employee for review; receipt and review of email correspondence from M. Bernard regarding follow-up to meeting of October 26, 2017; began analysis and consideration of specific details of Public Records Request and governing statutes applicable to same, and began consideration of options/strategy for responding/requesting verification, additional information, etc.; continued review, analysis, and consideration of legal issues related to School Resource Officers carrying pepper spray and related matters.	2.40	
	DAB Out of office conference with S. Thibodeaux, K. Veed, J. Craig and Superintendent regarding various personnel and other matters, including principal back pay issue, receipt of and responding to Public Records Request, and grounds for and preparation of reprimand/disciplinary action against non-certificated employee.	2.60	
	DAB Out of office conference with School Board member regarding Public Records Request, parameters of same, and preparation of response to same.	0.30	
	DAB Out of office conference with A. Samec regarding matters related to revisions to academies handbook, Public Records Request, disciplinary action against employee, and other related matters.	0.90	
	DAB Out of office conference with B. Guidry regarding two matters related to insurance policies and possible coverage for Judgment rendered against the School Board and other matters related to pending lawsuits in connection with same; receipt and review of email correspondence from B. Guidry forwarding copy of 2014-2015 liability policy.	0.80	
	DAB Receipt and review of email correspondence from School Board member forwarding copy of email regarding information requested in Public Records Request; receipt and review of email notification from Boarddocs regarding regular board meeting of November 8, 2017 agenda revision; pulled agenda and brief review of same; receipt and review of email correspondence from A. Samec forwarding recent revisions to academies Handbook for review; telephone conference with S. Thibodeaux regarding various personnel matters and proposed disciplinary action including preparation of letter in connection with same.	1.30	
11/8/2017	DAB Review of agenda items and documents attached thereto in preparation for discussion of same during regular board meeting of November 8, 2017, in particular, items related to addition of	4.10	

		<u>Hours</u>	<u>Amount</u>
	permanent substitute school bus driver positions, revision of Student/Parent Handbook regarding bus consequences for behavior, proposed projects for fund raising matching program, immersion-ESL as it relates to Schools of Choice, and other related matters; began work on requested revisions to Magnet academies Handbook; receipt and review of email notification from Boarddocs regarding change to active agenda item.		
11/8/2017	DAB Approval of LPSS Magnet academies Handbook; receipt and review of correspondence from Attorney General's Office regarding amendment necessary to special counsel resolution for approval; receipt and review of information regarding possible obligations under former desegregation case and conducted search of PACER docket in Western District of Louisiana for case number 65-10903 related to orders issued, reports filed, and other related matters; pulled and reviewed image of original paper docket sheet for reference to Order dated May 18, 1970 as amended in 1973; receipt and review of email correspondence from M. Bernard forwarding copy of June 30, 2017 audit reports from Smith and Boudreaux; began brief review of same.	6.70	
11/9/2017	DAB Email correspondence from/to S. Thibodeaux regarding timely responding to Public Records Request.	0.20	
	DAB Receipt and review of two email correspondences from S. Thibodeaux forwarding rebuttal received from employee to Principal's recommendation to Superintendent for termination; cursory review of same; receipt and review of email correspondence from M. Bernard forwarding for review policies with proposed revisions from Forethought in connection with November 2017 Policy Alert Newsletter; receipt and review of email correspondence from M. Bernard forwarding for review proposed revisions to policy GBM, Personnel Transfer.	0.80	
	DAB Gathered information and documentation necessary for and prepared written correspondence to K. Hoyt in response to Public Records Request regarding communications to Principals and Academy Directors regarding changes to Schools of Choice and demographic information for Schools of Choice Programs at each school, including numerous email correspondences and telephone conferences with S. Thibodeaux and J. Craig for purposes of obtaining information necessary for preparing such response; prepared email correspondence to J. Hoyt forwarding copy of written correspondence in response to Public Records Request; prepared email correspondence to Superintendent and others forwarding copy of written response to Public Records Request forwarded to J. Hoyt, explaining additional information/verification requested of J. Hoyt, anticipated response, plan for proceeding, and other related matters.	6.90	
	DAB Telephone conference with S. Thibodeaux regarding employee grievance; review and consideration of proposed revision to policy GBM, Personnel Transfer, and prepared email correspondence to M.	0.60	

	<u>Hours</u>	<u>Amount</u>
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Bernard with opinion and recommendation regarding same.

11/10/2017	DAB	Receipt and review of email correspondence from S. Thibodeaux forwarding information and documentation regarding Level 2 grievance filed against Assistant Principal requesting review and recommendation regarding same; began examination and evaluation of same; receipt and review of email correspondence from A. Samec forwarding requested list of names of academic staff within scope of Public Records Request; receipt and review of copy of email correspondence forwarded by A. Samec to staff with information and instructions for preparing responses to Public Records Request related to Schools of Choice; brief review of same; receipt and review of email correspondence from A. Samec forwarding requested list of Schools of Choice Principals in connection with preparation of response to Public Records Request; receipt and review of email correspondence from K. Hoyt, individual requesting public records, in response to written correspondence regarding public Records Request; brief review of and forwarded same to Superintendent and others as it relates to retraction of portion of Public Records Request; receipt and review of email correspondence from A. Samec forwarding requested list of Academy Directors/Lead Teachers in connection with preparation of response to Public Records Request; receipt and review of copy of email correspondence from A. Samec regarding notification of retraction of portion of Public Records Request.	2.80
	DAB	Prepared email correspondence to J. Craig regarding portion of Public Records Request regarding demographic information; prepared email correspondence to School Board members advising of retraction of portion of Public Records Request and status of remaining portion; review, analysis, and consideration of various matters related to grievance filed by teacher against Assistant Principal and prepared email memorandum to S. Thibodeaux outlining opinion and recommendation for handling same; receipt and review of email correspondence from Superintendent forwarding copy of new Public Records Request; began brief review of same; prepared email correspondence to Superintendent in response to same; telephone conference with Superintendent regarding same; correspondence with School Board member regarding same; receipt and review of email correspondence from S. Thibodeaux forwarding copy of said request; receipt and review of email correspondence from B. Guidry confirming reporting by ERMS of claims to insurer and other matters as they related to issues of coverage for Judgment rendered against Board in pending lawsuit.	2.80
	DAB	Began review, analysis, and consideration of Forethought's November Policy Alert and corresponding proposed revisions to related tobacco use policies (GAMA, EB, JCDA, and KF), including legislation cited therein as reasons noted for proposed changes, and began working on revisions to policy GAMA, Employee Tobacco Use.	1.70

		<u>Hours</u>	<u>Amount</u>
11/14/2017	DAB	Prepared numerous Special Counsel Resolutions to be forwarded to Attorney General's Office for approval; receipt and review of email correspondence from S. Thibodeaux forwarding for review copy of Performance Counseling Report/Employee Reprimand; began review and consideration of same; numerous email correspondences to/from S. Thibodeaux in connection with same, requesting additional information, receipt of additional information, and other related matters; receipt and review of email correspondence from S. Thibodeaux forwarding copy of current client list of Board Immigration Attorneys; receipt and review of numerous email correspondences from S. Thibodeaux forwarding numerous sets of documents in connection with draft of Performance Counseling Report, all of which for review and recommendation regarding same; began brief review of said documents forwarded by S. Thibodeaux in connection with draft of Performance Counseling Report/Reprimand; continued drafting response to Public Records Request; received and began examination of employee personnel file in connection with same; receipt and review of email correspondence from S. Thibodeaux regarding non-tenured teacher application for medical leave; prepared email memorandum to S. Thibodeaux with inquires following examination of employee personnel file related to signed job descriptions and other related matters; receipt and review of numerous email correspondences from S. Thibodeaux and response to same.	3.10
11/15/2017	DAB	Receipt and review of email correspondence from S. Thibodeaux forwarding documentation from A. Samec for placement in employee file; brief review of same; prepared email correspondence to S. Thibodeaux regarding same; prepared email correspondence to S. Thibodeaux again requesting information regarding employee job descriptions not found in personnel file in connection with preparation of response to Public Records Request; numerous email correspondences from/to S. Thibodeaux related to same and other similar matters; receipt and review of email correspondence from S. Thibodeaux regarding employee claim of rebuttal missing from personnel file; receipt and review of email correspondence from S. Thibodeaux confirming removal of unsigned job description from personnel file; receipt and review of multiple email correspondences from S. Thibodeaux regarding transfer of clerical assistant and related to Public Records Request; finished drafting response and gathering documents responsive to Public Records Request and prepared email correspondence to requestor forwarding same; prepared email correspondence to Superintendent forwarding copy of same; prepared email correspondence to S. Thibodeaux forwarding copy of job description to be placed in employee's personnel file; receipt and review of email correspondence from S. Thibodeaux regarding plans to meet with employee regarding reprimand, recommendation for termination, and other related matters; receipt and review of email correspondence from A. Samec forwarding and requesting review of draft of letter to Superintendent	2.90



Hours      Amount

recommending termination of employee; began brief review of same; telephone conference with S. Thibodeaux regarding same and other related matters.

11/16/2017 DAB	Receipt and review of email correspondence from S. Thibodeaux confirming placement in personnel file of employee copy of job description; receipt and review of email correspondence from S. Thibodeaux regarding conference with employee and placement on administrative leave, claim of document missing from personnel file, and other related matters; receipt and review of email correspondence from S. Thibodeaux forwarding copy of said document; brief review of same; telephone conference with School Board member regarding same; receipt and review of email notification from Boarddocs regarding special board meeting scheduled for November 20, 2017.	1.00
11/17/2017 DAB	Extended telephone conference with School Board member regarding various budget and reorganization matters; receipt and review of email correspondence from S. Thibodeaux regarding medical leave for non-tenured teacher; receipt and review of email correspondence from S. Thibodeaux regarding draft of seven-day letter for non-certificated employee.	1.10
11/21/2017 DAB	Brief review of draft revision of Special Counsel Resolution for Pecoraro Law; brief review of personnel file including reprimands and supporting materials in connection with preparation of seven-day letter for non-certificated employee termination.	0.70
11/27/2017 DAB	Receipt and review of email correspondence from S. Thibodeaux requesting draft letters of termination.	0.10
11/28/2017 WTS	Received, reviewed, and responded to emails from Ms. Dehm regarding student evaluation and accommodation issues.	0.20
RLH	Received and responded to e-mail from S. Thibodeaux regarding possible termination; began review of documents relative to same.	0.30
EMA	Reviewed email from K. Bordelon regarding retention pond issues; drafted and sent email to K. Bordelon regarding same; conference call with W. Babin's office regarding agreement; exchanged emails with M. Dugas regarding issues; conference call with M. Dugas regarding agreement; reviewed email from M. Dugas regarding response.	1.10
DAB	Receipt and review of email correspondence from S. Thibodeaux forwarding for review and revision draft of proposed seven-day letter for termination of non-certificated employee; began brief review of same; prepared email correspondence to S. Thibodeaux in response to same; brief review of copy of employee personnel file in connection with same.	1.90

		<u>Hours</u>	<u>Amount</u>
11/29/2017	RLH	Received telephone call from B. Guidry regarding how to respond to auditor about judgment against School Board and getting formal opinion from LSCRS relative to retirement contributions on behalf of bus driver operating under LLC; reviewed complete personnel file on employee and began dictation of draft of letter from Superintendent to employee notifying her of allegations made against her by her supervisor; reviewed draft of charge letter against non-tenured teacher; extended telephone conference with S. Thibodeaux regarding drafts of letters to 3 separate employees and additional documentation needed; began work on same.	4.60
	EMA	Reviewed email from J. Craig re contract review; drafted and sent email to J. Craig regarding same.	0.30
	DAB	Receipt and review of email correspondence from E. Pecoraro regarding status of AG approval of Special Counsel Resolution; receipt and review of email correspondence from S. Thibodeaux forwarding for review and revision draft of seven-day letter for non-tenured teacher; review, analysis, and consideration of matters related to proposed termination of non-certificated employee, including documentation provided by staff in support thereof, Policy GBN, Separation of Employment, and other related matters.	1.20
11/30/2017	RLH	Redrafted letter from Superintendent to secretary being transferred to lower position; forwarded special counsel resolution to Superintendent Aguillard with explanatory note; Received telephone call from S. Thibodeaux regarding special counsel resolution; received telephone call from Superintendent Aguillard regarding possible termination of employee and opposition thereto; reviewed documents relative to performance problems with employee; worked on charge letter to employee.	1.60
	EMA	Reviewed email from J. Craig regarding LRS; reviewed proposed contract documents provided by Louisiana Consultants; drafted new contract between Lafayette Parish School System and Louisiana Consultants; drafted and sent email to J. Craig regarding contract; reviewed email from J. Craig regarding same; reviewed email from M. Bernard regarding new lawsuit; reviewed materials regarding new lawsuit.	2.70
	DAB	Receipt and review of email correspondence from M. Bernard forwarding new auto liability lawsuit for assignment; brief review and consideration of draft of revision of Special Counsel Resolution to hire Pecoraro Law Firm; receipt and brief review of written statements from employees in support of proposed disciplinary action against employee; brief review and consideration of new bus accident lawsuit for purposes of assignment; receipt and review of email correspondence from M. Bernard forwarding updated spreadsheet/list of pending litigation; correspondence with School Board member regarding various matters related to reorganization of Schools of Choice.	1.50



		<u>Hours</u>	<u>Amount</u>
12/1/2017	RLH	Received telephone call from S. Thibodeaux regarding reduction of salaries for federally funded employees and settlement of lawsuit relative to same; worked on revisions to draft of letter from Superintendent to administrative employee.	1.30
	EMA	Exchanged emails with K. Bordelon regarding pond issue; reviewed email from M. Dugas regarding capital one contract; reviewed prior contract documents; reviewed changes; research; drafted and sent email to M. Dugas regarding Capital One; reviewed email from K. Bordelon regarding boundary location.	2.30
	MSL	Reviewed electronic communication from J. Craig involving Title IX complaint and scheduled telephone call for Monday regarding same.	0.30
	DAB	Multiple correspondences from/to School Board member with questions related to maternity leave for adoptive parents; began review and consideration of applicable state statutes, federal laws and regulations, Lafayette Parish School Board and other leave policies in connection with same; prepared email memorandum to School Board member outlining existing Lafayette Parish School Board policy and law and possible options for changing existing policy as requested; receipt and brief review of information related to Title IX/sexual harassment grievance.	2.20
	WTS	Received, reviewed, and responded to email from Mr. Craig regarding parent complaint; began review of issues; conference via phone with Mr. Craig regarding same.	0.80
12/3/2017	DAB	Began review and consideration of several emails from M. Bernard forwarding copies of various insurance and other policies and contracts; prepared email correspondence to M. Bernard requesting supplementation of certain contracts due to missing portions thereof.	1.40
12/4/2017	RLH	Received telephone call from S. Thibodeaux regarding personnel matter; completed and forwarded to S. Thibodeaux draft of 7-day letter to Central Office employee; completed and forwarded to S. Thibodeaux 7-day letter on non-tenured teacher.	2.80
	EMA	Reviewed email from M. Dugas regarding capital one; drafted and sent email to M. Dugas regarding same; reviewed email from M. Dugas regarding exchange; conference call with M. Dugas regarding exchange; research regarding sixteenth section tract; drafted and sent lengthy email to M. Dugas regarding opinion; reviewed email from M. Dugas regarding long-term lease.	3.10
	MSL	Reviewed Title IX requirements related to investigations, due process, and grievance procedures; telephone call with J. Craig regarding same.	1.40

		<u>Hours</u>	<u>Amount</u>
12/4/2017	DAB Receipt and review of email correspondences from M. Bernard forwarding copies of multiple contracts with Employers Risk Management Services (ERMS); brief review and consideration of same; receipt and review of multiple email correspondences from M. Bernard and School Board member forwarding for review and regarding proposed revisions to Policy GBRIB, Sick Leave; cursory review of same.	0.60	
12/5/2017	RLH Received and responded to e-mail from S. Thibodeaux regarding termination of employee on leave.	0.20	
	DAB Receipt and review of e-mail correspondence from S. Thibodeaux regarding issues related to review, revision, and approval of Personnel Evaluation Plan; receipt and review of e-mail correspondence from M. Bernard forwarding for review revisions proposed by Forethought to Policy GBRIB, Sick Leave; receipt and review of e-mail correspondence from M. Bernard forwarding for review revisions proposed by Forethought to Policy DFL, Sale of Buildings and Land; receipt and review of e-mail correspondence from M. Bernard forwarding for review revisions proposed by Forethought to Policy GBC, Recruitment; receipt and review of e-mail correspondence from M. Bernard forwarding for review revisions proposed by Forethought to Policy ECA, Authorized Use of Equipment; receipt and review of e-mail correspondence from M. Bernard regarding proposed elimination of two existing policies (GBRB and GCRB) and replacement with new proposed policy GBRC, Work Schedules, and began review, analysis, and consideration of forwarded information and new proposed policy.	1.10	
12/6/2017	EMA Reviewed email from M. Dugas regarding 16th Section tract; reviewed email from E. Knezek regarding properties; reviewed email from M. Dugas regarding same; extensive research regarding sharing of surface revenue from 16th Section tract; conference call with M. Dugas regarding same; reviewed email from B. Guidry regarding contract review; reviewed proposed contract; drafted and sent email to B. Guidry regarding contract; exchanged emails with B. Guidry regarding contract language; reviewed email from B. Guidry regarding deletion of provisions.	5.20	
12/7/2017	RLH Received and responded to e-mail from S. Thibodeaux regarding proposed termination of probationary teacher.	0.20	
	EMA Reviewed email from L. Theunissen regarding draft document; reviewed email from K. Bordelon regarding pond construction; edited documents; research; drafted and sent email to K. Bordelon regarding same; reviewed email from M. Dugas regarding agenda; drafted and sent email to K. Bordelon.	3.20	
	DAB Receipt and review of e-mail notification from Board Docs regarding Board workshop scheduled for December 11, 2017; receipt and review of e-mail notification from Board Docs regarding regular	0.30	

		<u>Hours</u>	<u>Amount</u>
	Board meeting scheduled for December 13, 2017; retrieved copy of published agenda and cursory review of same.		
12/11/2017	EMA Reviewed email from K. Bordelon regarding agreement; drafted and sent email to K Bordelon regarding inclusion of estimated costs; reviewed email from J. Craig regarding LRS services contract; edited contract; drafted and sent email to J. Craig regarding same.	1.10	
	DAB Receipt and review of e-mail notification from Board Docs regarding revision to agenda for regular Board meeting on December 13, 2017; pulled copy of agenda and worked on review of certain agenda items and attachments thereto in preparation for addressing same during regular Board meeting of December 13, 2017; began review and consideration of proposed revisions to policies set for consideration on agenda of regular Board meeting of December 13, 2017, including policy DCF, policy GCI, policy CGPI, policy JBCCB, policy GBRC, and policy GBM; briefly began review of revisions to policy GBRIB, Sick Leave, as proposed by Forethought, staff, and School Board member.	1.60	
12/12/2017	RLH Reviewed agenda for School Board meeting of 12/13/17 and discussed preparations for meeting with D. Boudreaux.	0.50	
	RLH Reviewed agenda for School Board meeting and policies to be acted upon during such meeting.	0.60	
	CTJ Reviewed and responded to correspondence from S. Dorsey regarding opinion request; conducted preliminary research.	2.30	
	EMA Reviewed email from K. Bordelon regarding agreement; drafted and sent email to M. Dugas regarding review; reviewed emails regarding LPSS policies.	0.70	
	DAB Receipt and review of e-mail notification from Board Docs regarding revision to agenda for regular Board meeting of December 13, 2017; pulled copy of agenda and brief review of same; receipt and review of e-mail correspondence from M. Bernard forwarding notice of and for assignment copy of new lawsuit filed against School Board; began review, analysis, and consideration of same for purposes of assignment; prepared e-mail correspondence to M. Bernard advising of assignment of defense of new lawsuit and other related matters; receipt and review of e-mail correspondence from K. Sam forwarding documents related to garnishment proceedings involving employee [REDACTED] and requesting preparation of letter to creditor; brief review of same; continued brief review and consideration of revisions to policy GBRIB, Sick Leave, as proposed by Forethought, staff, and Board member; continued review and consideration of various insurance and other policies and contracts forwarded by M. Bernard related to and in connection with assignment of new lawsuits, defending same, and other related matters; review of Clerk of Court's online docket, search for lawsuits filed against School Board since October, and reviewed status of service and assignment in	3.90	

		<u>Hours</u>	<u>Amount</u>
	said lawsuits; brief review of recently filed matter of Wiltz v. Lafayette Parish School Board, status of service in same, assignment of defense, and other related matters; same with recently filed matter of Nora v. Lafayette Parish School Board.		
12/13/2017	RLH Reviewed policies to be voted on at School Board meeting; prepared for and attended School Board meeting; meeting with staff regarding items on agenda prior to meeting.	5.50	
	RLH Travel to and from School Board meeting.	2.40	NO CHARGE
	DAB Travel from Baton Rouge to Lafayette in connection with regular School Board meeting.	1.10	NO CHARGE
	DAB Multiple telephone conferences with School Board member regarding proposed revisions to policy GBRIB, Sick Leave, particularly as related to maternity leave; continued review, analysis, and consideration of revisions to policy GBRIB, Sick Leave, as proposed by Forethought, staff, and Board member, and began drafting new policy GBRIC, Maternity Leave, in connection therewith; review and consideration of proposed revisions to policy JS regarding student fees and prepared e-mail memorandum to M. Bernard and Superintendent regarding various concerns related to same and options for addressing same in connection with agenda item for regular School Board meeting of December 13, 2017; receipt and review of e-mail correspondence from M. Bernard regarding defense counsel for handling defense of School Board in lawsuit and related counsel for handling representation of School Board in intervention in similar/related matter; search of Clerk of Court online docket for related matters and began review and consideration of options for addressing and handling same; receipt and review of e-mail correspondence from School Board member forwarding information related to maternity leave for adoptive parents; began brief review of same; telephone conference with S. Thibodeaux, J. Craig, K. Vead, and Superintendent regarding various matters related to December 13 regular School Board meeting; proposed revisions to sick leave policy, and other related matters; in preparation for School Board meeting review of agenda item 3.19 regarding proposed revisions to Policy CGPI, Coordinated School Health Wellness policy, as it relates to previously recommended changes to proposed revisions thereto and other related matters.	4.10	
	DAB Attended regular School Board meeting.	2.40	NO CHARGE
12/14/2017	EMA Reviewed email regarding cane lease; conference regarding pending claims; reviewed email regarding transfer of file.	0.50	
	WTS Received, reviewed, and responded to email from Ms. Dehm regarding Section 504 eligibility issues.	0.20	

		<u>Hours</u>	<u>Amount</u>
12/14/2017	DAB Travel from Lafayette to Baton Rouge in connection with regular School Board meeting.	1.40	NO CHARGE
	DAB Extended telephone conference with S. Thibodeaux regarding numerous matters related to proposed termination of employee, employee's response to Superintendent's 7-day letter, employee's request for meeting with Superintendent, and other related matters; receipt and review of e-mail correspondence from M. Bernard forwarding for assignment legal matter involving Section 16 property in Duson; cursory review of same; receipt and review of e-mail correspondence from M. Bernard forwarding for assignment new workers' compensation lawsuit; cursory review of same; continued brief review of recently filed matter of Nora v. Lafayette Parish School Board and, in connection with same, prepared e-mail correspondence to M. Bernard regarding forwarding of intervention lawsuit to HSAG for handling and substitution as counsel of record and other related matters; brief review of drafts of 7-day letters prepared for non-tenured teacher and other district employee for proposed termination.	1.60	
12/15/2017	EMA Reviewed email from K. Veard regarding ULL contract; reviewed contract documents; edited contracts; drafted and sent email to K. Veard regarding contract documents.	1.30	
	DAB Receipt and review of e-mail correspondence from S. Thibodeaux forwarding copy of employee's response to Superintendent's 7-day letter including numerous documents as attachments, and began review of said response and documents provided by employee; telephone conference with S. Thibodeaux regarding same; briefly worked on draft of new policy GBRIC, Maternity Leave, and review of information, documentation, and other policies in connection with same; receipt and review of e-mail correspondence from S. Thibodeaux regarding grievance filed by employee in connection with disciplinary action taken against said employee and other matters related to same.	1.70	
12/16/2017	DAB Receipt and review of e-mail correspondence from S. Thibodeaux regarding grievance filed by employee pertaining to disciplinary action taken against said employee and other related matters.	0.20	
12/17/2017	DAB Review of request forwarded by M. Bernard for legal representation in connection with the Section 16 property in Duson; prepared e-mail correspondence to M. Bernard advising of assignment for handling of same.	0.20	
12/18/2017	RLH Reviewed letters from Attorney General approving various special counsel resolutions and dictated letter forwarding same to Superintendent Aguillard.	0.30	

		<u>Hours</u>	<u>Amount</u>
12/18/2017	RLH	Received telephone call from S. Thibodeaux regarding "grievance" filed by employee and response thereto; reviewed documents received from employee; reviewed and revised draft of letter to employee regarding "grievance" and forwarded same to S. Thibodeaux; completed revision of draft to employee and forwarded to S. Thibodeaux. [REDACTED]	1.20
	RLH	Forwarded claim form to C. Joiner for handling after review of same. [REDACTED]	0.20
	DAB	Receipt and review of e-mail correspondence from E. Pecoraro regarding status of Attorney General approval of special counsel resolution; review and consideration of various matters related to "grievance" filed by employee in connection with disciplinary action filed against said employee and handling of said grievance and other issues related to same; receipt and review from Attorney General approval of 4 special counsel resolutions; receipt and review of e-mail correspondence from M. Bernard forwarding for assignment copy of new lawsuit in the matter of Dupuis v. Lafayette Parish School Board; cursory review of same.	1.10
12/19/2017	RLH	Reviewed information provided by employee in response to 7-day letter; provided advice to S. Thibodeaux as to how to proceed.	0.40
	DAB	Receipt and review of e-mail correspondence from S. Thibodeaux forwarding copy of rebuttal from non-tenured teacher to reprimands for review and inquiry as to second/termination letter; review and consideration of information and documentation forwarded regarding garnishment matter of [REDACTED] and, in connection therewith, prepared written correspondence to creditor regarding executory judgment in Lafayette Parish, service upon proper agent for School Board, and other related matters; reviewed, revised, finalized, and forwarded written correspondence to creditor regarding garnishment matter.	0.70
12/20/2017	DAB	Brief telephone conference with S. Thibodeaux regarding conference between Superintendent and employee regarding proposed termination, employee's rebuttal to same, and other related issues; receipt of six e-mail correspondences with attached documentation from S. Thibodeaux regarding and forwarding information related to charges supporting dismissal of employee and employee's rebuttal to same; received and began brief review of litigation file from Smith and Boudreaux for the intervention on behalf of Lafayette Parish School Board in the matter of Alfred v. Peter Landry, et al (companion suit to recently assigned matter of Nora v. Peter Landry, et al); cursory review of recently received and assigned matters of Damon v. Lafayette Parish School Board and Dupuis v. Lafayette Parish School Board, and updated pending lawsuit lists with pertinent information; receipt and review of e-mail correspondence from M. Bernard forwarding for assignment new lawsuit and copy of petition; brief review of same and update of pending litigation lists and	3.20



		<u>Hours</u>	<u>Amount</u>
	pertinent information regarding same; receipt and review of e-mail correspondence from S. Thibodeaux forwarding for review copy of e-mail correspondence between J. Craig and employee representing additional evidence in support of proposed disciplinary action/termination of same employee; brief review of forwarded documentation and information.		
12/21/2017 DAB	Continued review, analysis, and consideration of proposed revisions to policy GBRIB, Sick Leave, including Act 227 upon which same were based and other related Louisiana statutes; began review, analysis, and consideration of proposed revisions to policy GBC, Recruitment, including Act 335 upon which same were based and other related Louisiana statutes.	0.70	
12/22/2017 DAB	Receipt and review of e-mail correspondence from M. Bernard with inquiry regarding issues concerning group benefits, health insurance and other related matters; review, analysis, and consideration of various matters related to receipt of and assignment of new lawsuit in matter of Senegal v. Lafayette Parish School Board; brief review of copy of petition in connection with same; prepared e-mail correspondence to M. Bernard regarding assignment of defense counsel regarding same; review of Clerk of Court's online website and docket activity in recently filed lawsuit of Senegal v. Lafayette Parish School Board as well as another/separate lawsuit filed against School Board (but not yet served) involving same bus accident of December 7, 2016; pulled copy of petition in said matter, noted service withheld, and other related issues; review, analysis, and consideration of proposed revisions to policy ECA, Authorized Use of Equipment, including review and consideration of Act 191 and La. R.S. 33:4712.18 upon which same were based; prepared suggested changes to the revisions proposed by Forethought; prepared e-mail correspondence to M. Bernard forwarding completed review of proposed revisions to policy ECA and outlined suggested changes in reasoning with respect to same.	2.50	
<b>SUBTOTAL:</b>		<b>[ 134.90</b>	<b>\$27,635.00]</b>
12/28/2017 MSL	Reviewed file for status, 90 day suit deadline passed; electronic communication with S. Thibodeaux regarding same; prepared file for closure.	0.20	
<b>SUBTOTAL:</b>		<b>[ 0.20</b>	<b>\$45.00]</b>
<b><u>SUGAR LEASE DISPUTE</u></b>			
12/14/2017 CFH	Received and reviewed demand letter from current sugar cane lessee; began research regarding same; extended conference with M. Dugas regarding same.	2.30	

		<u>Hours</u>	<u>Amount</u>
12/19/2017	KPM Discussed case issues with C. Hardie; reviewed lease documents.	0.50	
12/20/2017	KPM Reviewed lease documents; conducted legal research regarding future net revenues of sugarcane lease; presented findings and discussed findings with C. Hardie.	5.90	
	CFH Continued legal research regarding same and dictated draft correspondence responding to same.	4.20	
12/21/2017	KPM Conducted legal research regarding transfer of crop ownership upon termination of a lease.	2.00	
	CFH Telephone conversation with M. Dugas regarding lease dispute; continued research regarding same; revised correspondence to lessee's counsel regarding same.	1.20	
12/22/2017	KPM Discussed findings of legal research with C. Hardie.	0.20	
	CFH Performed additional research regarding valuation of sugar cane crops; finalized correspondence to lessee's counsel regarding same.	3.50	
12/29/2017	CFH Telephone conversation with R. Frances regarding sugar lease dispute.	0.50	
<b>SUBTOTAL:</b>		<b>[ 20.30</b>	<b>\$2,976.50]</b>
12/28/2017	MSL Reviewed file for status, logged into EEOC respondent portal to check status of EEOC complaint.	0.20	
<b>SUBTOTAL:</b>		<b>[ 0.20</b>	<b>\$45.00]</b>
<b><u>YOUNGSVILLE HIGH SCHOOL</u></b>			
12/1/2017	CFH Received and reviewed contracts and bonds for Southside High School FF&E Packages 23-18 and 24-18; issued email correspondence to the architect regarding missing information preventing issuance of certification to USDA.	0.70	
12/5/2017	CFH Received and reviewed revised contract and bonds for Southside High School FF&E Packages 23-18 and 24-18; prepared Attorney Certificates to USDA and correspondence for same; emailed same to client and architect.	0.60	
<b>SUBTOTAL:</b>		<b>[ 1.30</b>	<b>\$292.50]</b>

	<u>Amount</u>
<b>SUBTOTAL PROFESSIONAL SERVICES RENDERED</b>	<b>156.90    \$30,994.00</b>
<b>EXPENSES INCURRED</b>	
<b><u>ADVICE &amp; COUNSEL</u></b>	
11/30/2017 Extraordinary postage & special handling	\$18.05
Copy Charges	\$2.75
12/13/2017 Travel by DAB to Lafayette, LA to attend School Board meeting.	\$69.55
Travel by RLH to Lafayette, LA to attend School Board meeting.	\$67.41
12/31/2017 Extraordinary postage & special handling	\$14.73
Copy Charges	\$9.25
<b>SUBTOTAL:</b>	<b>[    \$181.74]</b>
<b><u>YOUNGSVILLE HIGH SCHOOL</u></b>	
12/31/2017 Copy Charges	\$1.75
<b>SUBTOTAL:</b>	<b>[    \$1.75]</b>
<b>SUBTOTAL FOR EXPENSES INCURRED</b>	<b>\$183.49</b>
<b>TOTAL AMOUNT DUE FOR THIS INVOICE</b>	<b>\$31,177.49</b>

**Professional Summary**

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Charles F. Hardie, VI	13.00	225.00	\$2,925.00
Courtney T. Joiner	2.30	225.00	\$517.50
Danielle A. Boudreaux	81.20	225.00	\$18,270.00
Danielle A. Boudreaux	4.90	0.00	\$0.00
Evan M. Alvarez	21.50	175.00	\$3,762.50
Kolby P. Marchand	8.60	40.00	\$344.00
Melissa S. Losch	2.10	225.00	\$472.50
Robert L. Hammonds	19.70	225.00	\$4,432.50
Robert L. Hammonds	2.40	0.00	\$0.00
Wayne T. Stewart	1.20	225.00	\$270.00