



Louisiana Community and Technical College (LCTC) System

265 South Foster Drive
Baton Rouge, Louisiana 70806
phone: 225.922.2800 www.lctcs.edu

Richard Nelson, President
Tim Hardy, Board of Supervisors Chair

TO: Richard Nelson
LCTC System President

THROUGH: Joseph F. Marin 
Vice President of Finance

FROM: Tommy Screen
General Counsel 

DATE: October 14, 2026

SUBJECT: Professional Services Contract between the LCTC System Board of Supervisors
and Schneider Education and Employment Law PLLC

10/14/26 APPROVED
LCTCS BOARD OF SUPERVISORS

FOR BOARD ACTION

Recommendation: Staff recommends that the LCTC System Board of Supervisors approve a legal services contract with Schneider Education and Employment Law PLLC, beginning September 1, 2026 to June 30, 2027, for a total of \$45,000.00. This contract is subject to the approval of the Office of the Attorney General, the Office of General Counsel, and the Office of State Procurement.

Background: Since its inception, the Louisiana Community and Technical College System (LCTC) has maintained a legal services contract to provide counsel to the Board. In accordance with guidelines established by the Louisiana Attorney General, legal service contracts may be executed for an initial one-year term, with the option to renew for up to two additional one-year periods. Hourly billing rates for such services are established and regulated by the Attorney General's Office.

The proposed contract provides legal representation for both the Board and all member colleges within the System. Schneider Education and Employment Law, PLLC is a nationally recognized higher education and employment firm that will provide legal representation for all federal and state education-related matters.

Fiscal Impact: The total contract value will amount to Forty-Five Thousand and No/100 Dollars (\$45,000.00).

History of Prior Board Action: There is no prior board action as this is the first engagement LCTC will have with Schneider Education and Employment Law, PLLC.

Benefits to the System: Approval of this item will ensure legal representation for the Board and all LCTC colleges for all federal and state education related matters that may arise.



Approved for Recommendation to the Board
Richard Nelson

10/14/26

Date

Signature: 
Tommy Screen (Oct 7, 2026 07:30:29 CDT)
Email: tommyscreen@lctcs.edu

Signature: 
Joseph J. Marin (Oct 7, 2026 08:09:51 CDT)
Email: jmarin@lctcs.edu

Professional Services Contract between the LCTC System Board of Supervisors and Schneider Education and Employment Law PLLC

Final Audit Report

2026-10-07

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