

City of Baker School Board
Board Meeting Agenda
Tuesday, October 3, 2023, 6:00 P.M.
School Board Office

Joyce Burges, President – Presiding

“It doesn't matter how strong your opinions are. If you don't use your power for positive change, you are, indeed, part of the problem.” - Coretta Scott King.

A. Meeting Commencement

1. Call to Order
2. Roll Call
3. Silent Meditation
4. Pledge of Allegiance

B. Welcome of Visitors

C. Recognitions

D. Approval of Agenda (Action)

E. Action Items-The public may comment on Action Items. Public Comment is limited to 2 minutes per individual.

1. Consideration and Approval of Minutes from the School Board Meeting of September 5, 2023, and Special Meeting of September 11, 2023.
2. Consideration and Acceptance of Monthly Financial Reports including Budget to Actual Comparisons for the Periods Ending July 31, 2023, and August 31, 2023.
3. Consideration and Approval of the following Policies:
 - a. B-4 – Officers of the Board
 - b. 2023-2024 Parental and Family Engagement Policy
 - c. 2023-2024 School-Parent Compact for:
 1. Baker Heights Elementary/Park Ridge Academic Magnet School
 2. Baker Middle/Park Ridge Academic Middle Magnet School
 3. Baker High School
4. Consideration and Approval of Change Orders for the Baker High School Construction Project (Roof).
5. Consideration and Approval of Louisiana Compliance Questionnaire (For Audit Engagements of Governments)

F. Information Items

1. Superintendent's Report on Personnel
2. Superintendent Search Update (Zoom with Consultant)
3. Policies:
 - a. B-11 School Board Meetings
 - b. B-17 Board Member Site Visits

G. Announcements

1. Date of Next Meeting – November 7, 2023

H. Superintendent's Report

1. Dr. Johnson Introduction
2. Discipline
3. Teacher Certification
4. Teacher Vacancy

I. Adjournment (Action)



In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Debbie Dedeaux at 225.774.5795 to describe the assistance that is necessary.

City of Baker School System
School Board Meeting
Tuesday, October 3, 2023

Type of Item: Action

Agenda Item: Consideration and Approval of Minutes

Background Information:

The Board needs to accept and approve the minutes from the September Board Meetings

Attached Items: September 5, 2023 Minutes
September 11, 2023 Minutes

Possible Motion: Move to approve the minutes from the School Board Meeting of September 5, 2023 and September 11, 2023.



City of Baker School Board Public Hearing/Meeting September 5, 2023

MINUTES

The City of Baker School Board held a public hearing beginning at 6:00 p.m. on Tuesday, September 5, 2023.

President Burges called the meeting to order and explained to visitors the process for speaking on action agenda items is to request a comment card from Mrs. Debbie Dedeaux. Write your name on the card as well as the number of the agenda item you wish to speak on and return the card to Mrs. Dedeaux. She will bring the card up to the Board President at the appropriate time. Visitors will be allowed two (2) minutes to speak.

President Burges explained the purpose of the public hearing was to consider approval of the City of Baker School Board proposed operating budget for 2023-2024.

Mrs. Sidney Stewart, Business Manager, provided an overview of the proposed operating budget for 2023-2024, and the floor was opened for questions from the public. Following questions, on motion of Mrs. Profit seconded by Ms. Butler, the Board voted to close the public hearing and go into the public meeting. Voting yes: Perkins, Profit, Butler, Joseph, and Burges. Voting no: None.

President Burges called the public meeting to order and explained the process to be used by any member of the public wishing to speak on an agenda item.

President Burges took roll call:

Perkins: Present
Profit: Present
Joseph: Present
Butler: Present
Burges: Present

President Burges announced there was a quorum and the meeting would proceed.

Silent Meditation/Prayer was led by Mrs. Burges followed by the Pledge of Allegiance led by Mrs. Joseph.

President Burges welcomed all visitors to the meeting and referenced the quote at the top of the agenda, "Education is the passport to the future, for tomorrow belongs to those who prepare for it today." -- Malcolm X

President Burges called on Board Member Alteen Profit, and Board Vice President, Monique Butler who recognized persons who had been instrumental in making the "Back-to-School Supply Giveaway" held July 29th so successful.

Mrs. Profit:

Walmart
Shoppers Value (Mr. Lee)
Baker Chevron (Mr. Ricky)
Baker Rotary Club
Bishop Ricky Sinclair, Miracle Place Church

Ms. Butler:

American Mortgage
Baker Texaco
Brightside Rehabilitation Center
Dr. Toni Jackson
Councilwoman Brenda G. Jackson

On motion of Ms. Butler seconded by Mrs. Profit, the Board voted to approve the agenda as presented. Voting yes: Perkins, Profit, Butler, Joseph, and Burges. Voting no: None.

Action Items:

1. On motion of Mrs. Profit seconded by Ms. Butler, the Board voted to approve the minutes from the meeting of August 1, 2023. Voting yes: Perkins, Profit, Butler, Joseph, and Burges. Voting no: None.
2. On motion of Mrs. Profit seconded by Ms. Butler, the Board voted to approve the minutes from the special meeting of August 7, 2023. Voting yes: Perkins, Profit, Butler, and Burges. Voting no: Joseph.
3. On motion of Mrs. Profit seconded by Mrs. Joseph, the Board voted to approve property insurance for August 31, 2023 through August 31, 2024. Voting yes: Perkins, Profit, Butler, Joseph, and Burges. Voting no: None.
4. On motion of Ms. Butler seconded by Mrs. Profit, the Board voted to approve the 2023-2024 City of Baker School System Operating Budget. Voting yes: Perkins, Profit, Butler, Joseph, and Burges. Voting no: None.
5. On motion of Mrs. Profit seconded by Ms. Butler, the Board voted to approve the settlement of a personal injury matter involving Joann Rogers. Voting yes: Perkins, Profit, Butler, Joseph, and Burges. Voting no: None.
6. On motion of Ms. Butler seconded by Mrs. Joseph, the Board voted to approve the following Exceptional Student Services (ESS) contracts:
 - a. Contract with Empower Physical Therapy and Wellness for Physical Therapy services.

- b. Contract with Step-by-Step Therapeutic Services for Adapted Physical Education (APE) services.
- c. Contract with Mary Thibodeaux as a Gifted/Talented and Homebound Teacher

Voting yes: Perkins, Profit, Butler, Joseph, and Burges. Voting no: None.

7. On motion of Ms. Butler seconded by Mrs. Joseph, the Board voted to award the bid for lawn care services to Rotolo Consultants during the 2023-2024 school year. Voting yes: Perkins, Profit, Butler, Joseph, and Burges. Voting no: None.

Information Items:

1. Superintendent's Report on Personnel
A report on all personnel actions was provided to the Board prior to the meeting.
2. LSU Attendance
The district is working with Dr. Judith Rhodes, Director of the Social Research and Evaluation Center at LSU, and Dr. Gwen Murray on an attendance project for the 2023-2024 school year to promote good school attendance by students. This project, paid for by the Louisiana Department of Education, not only concentrates on truancy but on chronic absenteeism as well.
3. Policy B-4 Officers of the Board – Policy Review
The Board was provided a copy of *School Board Policy B-4 Officers of the Board* as well as a copy of *Louisiana Revised Statute 17:54 (2022) – Officers of boards, election; superintendents, qualifications, appointment and removal*. It was suggested the Board review and discuss the information and schedule a second meeting to take action.

Announcements:

1. Date of Next Meeting – October 3, 2023

Superintendent's Report:

1. Enrollment
Mr. Stroder provided the Board with a history of City of Baker School System enrollment dating back to August 2010. The last time there was an increase in student enrollment was in August 2016. All other years showed a decrease in enrollment except for this year (August 2023) where there was an increase of 72 students.

Adjournment:

On motion of Mrs. Perkins seconded by Mrs. Profit, the Board voted to adjourn at 7:25 p.m. Voting yes: Perkins, Profit, Butler, Joseph, and Burges. Voting no: None.



**City of Baker School Board Special Meeting
September 11, 2023**

MINUTES

The City of Baker School Board held a special meeting beginning at 5:00 p.m. on Monday, September 11, 2023.

President Burges called the meeting to order and explained to visitors the process for speaking on action agenda items is to request a comment card from Mrs. Debbie Dedeaux. Write your name on the card as well as the number of the agenda item you wish to speak on and return the card to Mrs. Dedeaux. She will bring the card up to the Board President at the appropriate time. Visitors will be allowed two (2) minutes to speak.

President Burges called the special meeting to order and took roll call:

Perkins: Present
Profit: Present
Joseph: Present
Butler: Present
Burges: Present

President Burges announced there was a quorum and the meeting would proceed.

Silent Meditation/Prayer was led by Mrs. Burges followed by the Pledge of Allegiance led by Mr. J.T. Stroder, Interim Superintendent.

President Burges welcomed all visitors to the meeting and referenced the quote at the top of the agenda, "Every child deserves a first-class education" – Joyce Burges

On motion of Ms. Butler seconded by Mrs. Profit, the Board voted to approve the agenda as presented. Voting yes: Perkins, Profit, Butler, Joseph, and Burges. Voting no: None.

Action Items:

1. On motion of Mrs. Perkins seconded by Mrs. Joseph, the Board voted to approve the solicitation of bids to replace the roof for Building A, Baker High School. Voting yes: Perkins, Profit, Butler, Joseph, and Burges. Voting no: None.
2. On motion of Mrs. Perkins seconded by Mrs. Joseph, the Board voted to table the Consideration and Approval to authorize the Superintendent to approve alternatives for repairing the roof on Building A. Voting yes: Perkins, Profit, Butler, Joseph, and Burges. Voting no: None.

Announcements:

1. Date of Next Meeting -- October 3, 2023

Adjournment:

On motion of Mrs. Perkins seconded by Ms. Butler, the Board voted to adjourn at 5:45 p.m. Voting yes: Perkins, Profit, Butler, Joseph, and Burges. Voting no: None.

Submitted by J.T. Stroder, Interim Secretary.

Unofficial

City of Baker School System
School Board Meeting
Tuesday, October 3, 2023

Type of Item: Action

Agenda Item: Monthly Financial Report

Background Information:

Mrs. Stewart will present the Monthly Financial Report including Budget to Actual Comparisons for the Period Ending July 31, 2023, and August 31, 2023

Attached Items: July 31, 2023 Monthly Financial Report
August 31, 2023 Monthly Financial Report

City of Baker School Board



FINANCIAL REPORT INCLUDING BUDGET TO ACTUAL COMPARISONS FOR PERIOD ENDING JULY 31, 2023

CITY OF BAKER SCHOOL BOARD

FINANCIAL REPORT SUMMARIES INCLUDING BUDGET TO ACTUAL COMPARISONS FOR PERIOD ENDING JULY 31, 2023

GENERAL FUND			
Description	2023-2024	2023-2024	Percentage Uncollected/ Unexpended
	APPROVED Revenues/ Expenditures	YTD Revenues/ Expenditures	
REVENUES			
Local Sources			
Ad Valorem	2,537,454	0.00	-100.0%
Sales and Use	4,535,205	0.00	-100.0%
1% Collections by Sherriff and Pension Fund	62,350	0.00	-100.0%
Interest Earnings	15,000	0.00	-100.0%
Donations	5,000	4,200.00	-16.0%
Other Local	150,500	453.72	-99.7%
State Sources			
Minimum Foundation Program	7,343,144	400,499.00	-94.5%
Professional Improvement Program	9,360	0.00	-100.0%
Revenue Sharing	44,500	0.00	-100.0%
Supplemental Choice Allocation Funds (SCA)	34,930	0.00	-100.0%
Career Development Funds (CDF)	25,000	0.00	-100.0%
ERATE	12,000	0.00	-100.0%
Indirect Costs	145,000	0.00	-100.0%
TOTAL REVENUES	14,919,443	405,152.72	-97.3%
EXPENDITURES			
Instruction:			
Regular Programs	3,939,626	26,313.91	-99.3%
Special Education Programs	826,868	0.00	-100.0%
Vocational Programs	181,413	0.00	-100.0%
Other Instructional Programs	520,005	3,663.24	-99.3%
Special Programs	101,167	0.00	-100.0%
Total Instruction	5,569,079	29,977.15	-99.5%
Support Services:			
Pupil Support Services	599,370	4,801.78	-99.2%
Instructional Staff Support	306,265	18,470.02	-94.0%
General Administration	983,219	64,066.10	-93.5%
School Administration	774,499	39,275.72	-94.9%
Business Services	337,205	16,834.72	-95.0%
Plant Services	1,977,779	89,949.38	-95.5%
Student Transportation Services	685,121	14,715.31	-97.9%
Central Services	251,781	5,499.70	-97.8%
Building Improvements (Plant Services)	132,651	6,699.70	-94.9%
Debt Services	603,055	0.00	-100.0%
Total Support Services	6,650,945	260,312.43	-96.1%
Total Expenditures	12,220,024	290,289.58	-97.6%
LOCAL REVENUE CHARTER SCHOOL TRANSFERS	2,699,309	0.00	
TOTAL TRANSFERS OUT	2,699,309	0.00	
EXCESS of REVENUES OVER EXPENDITURES	110	114,863.14	

CITY OF BAKER SCHOOL BOARD
CAPITAL PROJECTS FINANCIAL REPORT FOR PERIOD ENDING JULY 31, 2023

CAPITAL PROJECTS			
Description	2021-2023 ORIGINAL Construction Budget	2023-2024 APPROVED REVENUES EXPENDITURES	2023-2024 YTD REVENUES EXPENDITURES
REVENUE SOURCES			
FEMA REVENUE	6,266,855.00	2,293,692.00	0.00
Community Development Block Grant 10% Match (CDBG)	696,317.00	696,317.00	0.00
ESSER FUNDS	1,245,000.00	1,245,000.00	0.00
BOND REVENUE - LOAN	8,200,000.00	2,352,542.00	0.00
General Fund Transfers In	1,725,841.71	82,227.00	0.00
Reserve Funds Transferred In From General Funds	3,901,176.00	337,720.00	337,720.00
GENERAL FUND RESERVE Transfer In For Change Order No. 4	0.00	256,377.00	256,377.00
TOTAL REVENUE FOR CONSTRUCTION	22,035,189.71	7,263,875.00	594,097.00
CONTENTS (FURNITURE AND FIXTURES)			
FEMA REVENUE - CONTENTS	1,190,584.00	1,190,584.00	0.00
Community Development Block Grant 10% Match (CDBG)	132,288.00	132,288.00	0.00
TOTAL REVENUE FOR CONTENTS	1,322,872.00	1,322,872.00	0.00
TOTAL REVENUES	23,358,061.71	8,586,747.00	594,097.00
EXPENDITURES			
Change Order No. 4	0.00	256,377.00	0.00
Total Construction and Restoration	20,217,498.00	13,048,426.00	516,095.36
Furniture and Fixtures	1,322,872.00	1,322,872.00	0.00
TOTAL EXPENDITURES	21,540,370.00	14,627,675.00	516,095.36
Professional and Project Management Services			
Architectural and Professional Services (Amended)	1,817,691.71	346,227.00	0.00
Total Professional and Project Management Services	1,817,691.71	346,227.00	0.00
TOTAL BAKER HIGH RESTORATION EXPENDITURES	23,358,061.71	14,973,902.00	516,095.36
Excess of Revenues Over Expenditures	0.00	(6,387,155.00)	78,001.64
Fund Balances			
Balance on Hand Bond Revenue	0.00	2,352,542.00	2,352,542
Balance on Hand - General Fund Reserve.	0.00	1,137,059.31	1,215,061

CITY OF BAKER SCHOOL BOARD

SPECIAL REVENUE FUNDS FINANCIAL REPORT SUMMARIES INCLUDING BUDGET TO ACTUAL COMPARISONS FOR PERIOD ENDING JULY 31, 2023

SPECIAL REVENUE FUNDS						
FEDERAL AND STATE GRANTS	2023-2024 APPROVED BUDGET	2023-2024 YTD Revenues	2023-2024 YTD Expenditures	2023-2024 Excess/ Deficiency	RECEIVABLES as of 09/25/2023	ADJ DEFICIENCY
Account Title						
CARL PERKINS	15,062.00	0.00	0.00	0.00	0.00	0.00
FOOD SERVICE	815,700.00	0.00	3,797.13	(3,797.13)	0.00	(3,797.13)
SUMMER SCHOOL FOOD SERVICE	8,500.00	0.00	0.00	0.00	0.00	0.00
FRESH FRUIT AND VEGETABLE GRANT	12,072.00	0.00	0.00	0.00	0.00	0.00
IDEA PART B	218,693.00	0.00	5,360.20	(5,360.20)	0.00	(5,360.20)
HIGH COST SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
SPECIAL ED - PRE-SCHOOL	6,800.00	0.00	0.00	0.00	0.00	0.00
8g STUDENT ENHANCEMENT/PRE K	51,440.00	0.00	0.00	0.00	0.00	0.00
TITLE I	838,570.00	0.00	38,906.21	(38,906.21)	0.00	(38,906.21)
TITLE II	64,850.00	0.00	600.00	(600.00)	0.00	(600.00)
TITLE IV	70,772.00	0.00	0.00	0.00	0.00	0.00
DIRECT STUDENT SERVICES	0.00	0.00	226.22	(226.22)	0.00	(226.22)
SCHOOL REDESIGN	353,318.00	0.00	0.00	0.00	0.00	0.00
LA - 4 Cecil Picard	253,580.00	0.00	0.00	0.00	0.00	0.00
ED EXCELLENCE ENHANCEMENT	19,825.00	0.00	0.00	0.00	0.00	0.00
STRONG START 2020	0.00	0.00	0.00	0.00	0.00	0.00
ESSER II - FORMULA ACHIEVE	0.00	0.00	11,588.06	(11,588.06)	0.00	(11,588.06)
ESSER II INCENTIVE	0.00	0.00	0.00	0.00	0.00	0.00
ESSER III - FORMULA ACHIEVE	4,474,775.24	0.00	8,160.22	(8,160.22)	0.00	(8,160.22)
ESSER III (EB) - ACHIEVE - INTERVENTIONS	1,028,018.33	0.00	131,176.57	(131,176.57)	0.00	(131,176.57)
ESSER III INCENTIVE	140,009.00	0.00	0.00	0.00	0.00	0.00
HOMELESS ARP	30,145.71	0.00	0.00	0.00	0.00	0.00
IDEA 611 ARP ACHV	58,624.15	0.00	0.00	0.00	0.00	0.00
IDEA 619 ARP ACHV	1,872.59	0.00	0.00	0.00	0.00	0.00
STRONGER CONNECTIONS	518,355.00	0.00	0.00	0.00	0.00	0.00
IDEA 611 Set Aside	21,505.00	0.00	0.00	0.00	0.00	0.00
COMPREHENSIVE LITERACY STATE DEVELOPMENT CLSD B-5	774.00	0.00	0.00	0.00	0.00	0.00
COMPREHENSIVE LITERACY STATE DEVELOPMENT CLSD K-5	40,920.00	0.00	0.00	0.00	0.00	0.00
COMPREHENSIVE LITERACY STATE DEVELOPMENT CLSD 6-8	42,160.00	0.00	0.00	0.00	0.00	0.00
COMPREHENSIVE LITERACY STATE DEVELOPMENT CLSD 9-12	70,000.00	0.00	0.00	0.00	0.00	0.00
TOTAL - SPECIAL REVENUE FUNDS	9,156,341.02	0.00	199,814.61	(199,814.61)	0.00	(199,814.61)

City of Baker School Board



**FINANCIAL REPORT INCLUDING BUDGET TO ACTUAL
COMPARISONS FOR PERIOD ENDING AUGUST 31, 2023**

CITY OF BAKER SCHOOL BOARD

FINANCIAL REPORT SUMMARIES INCLUDING BUDGET TO ACTUAL COMPARISONS FOR PERIOD ENDING AUGUST 31, 2023

GENERAL FUND			
Description	2023-2024	2023-2024	Percentage % Change
	APPROVED Revenues/ Expenditures	YTD Revenues/ Expenditures	
REVENUES			
Local Sources			
Ad Valorem	2,537,454	2,990.74	-99.9%
Sales and Use	4,535,205	27,713.72	-99.4%
1% Collections by Sherriff and Pension Fund	62,350	0.00	-100.0%
Interest Earnings	15,000	3,738.50	-75.1%
Donations	5,000	4,200.00	-16.0%
Other Local	150,500	800.00	-99.5%
State Sources			
Minimum Foundation Program	7,343,144	1,051,606.00	-85.7%
Professional Improvement Program	9,360	0.00	-100.0%
Revenue Sharing	44,500	0.00	-100.0%
Supplemental Choice Allocation Funds (SCA)	34,930	32,699.00	-6.4%
Career Development Funds (CDF)	25,000	25,000.00	0.0%
ERATE	12,000	0.00	-100.0%
Indirect Costs	145,000	0.00	-100.0%
TOTAL REVENUES	14,919,443	1,148,747.96	-92.3%
EXPENDITURES			
Instruction:			
Regular Programs	3,939,626	220,891.46	-94.4%
Special Education Programs	826,868	30,205.89	-96.3%
Vocational Programs	181,413	21,959.53	-87.9%
Other Instructional Programs	520,005	63,897.86	-87.7%
Special Programs	101,167	1,316.92	-98.7%
Total Instruction	5,569,079	338,271.66	-93.9%
Support Services:			
Pupil Support Services	599,370	46,883.76	-92.2%
Instructional Staff Support	306,265	47,770.58	-84.4%
General Administration	983,219	145,400.46	-85.2%
School Administration	774,499	117,239.66	-84.9%
Business Services	337,205	40,955.15	-87.9%
Plant Services	1,977,779	256,289.65	-87.0%
Student Transportation Services	685,121	134,617.18	-80.4%
Central Services	251,781	17,763.57	-92.9%
Building Improvements (Plant Services)	132,651	0.00	-100.0%
Debt Services	603,055	0.00	-100.0%
Total Support Services	6,650,945	806,920.01	-87.9%
Total Expenditures	12,220,024	1,145,191.67	-90.6%
LOCAL REVENUE CHARTER SCHOOL TRANSFERS	2,699,309	0.00	
TOTAL TRANSFERS OUT	2,699,309	0.00	
EXCESS of REVENUES OVER EXPENDITURES	110	3,556.29	

CITY OF BAKER SCHOOL BOARD
CAPITAL PROJECTS FINANCIAL REPORT FOR PERIOD ENDING AUGUST 31, 2023

CAPITAL PROJECTS			
Description	2021-2023 ORIGINAL Construction Budget	2023-2024 APPROVED REVENUES EXPENDITURES	2023-2024 YTD REVENUES EXPENDITURES
REVENUE SOURCES			
FEMA REVENUE	6,266,855.00	2,293,692.00	0.00
Community Development Block Grant 10% Match (CDBG)	696,317.00	696,317.00	0.00
ESSER FUNDS	1,245,000.00	1,245,000.00	0.00
BOND REVENUE - LOAN	8,200,000.00	2,352,542.00	0.00
General Fund Transfers In	1,725,841.71	82,227.00	0.00
Reserve Funds Transferred In From General Funds	3,901,176.00	337,720.00	337,720.00
GENERAL FUND RESERVE Transfer In For Change Order No. 4	0.00	256,377.00	256,377.00
TOTAL REVENUE FOR CONSTRUCTION	22,035,189.71	7,263,875.00	594,097.00
CONTENTS (FURNITURE AND FIXTURES)			
FEMA REVENUE - CONTENTS	1,190,584.00	1,190,584.00	0.00
Community Development Block Grant 10% Match (CDBG)	132,288.00	132,288.00	0.00
TOTAL REVENUE FOR CONTENTS	1,322,872.00	1,322,872.00	0.00
TOTAL REVENUES	23,358,061.71	8,586,747.00	594,097.00
EXPENDITURES			
Change Order No. 4	0.00	256,377.00	0.00
Total Construction and Restoration	20,217,498.00	13,048,426.00	1,242,502.55
Furniture and Fixtures	1,322,872.00	1,322,872.00	0.00
TOTAL EXPENDITURES	21,540,370.00	14,627,675.00	1,242,502.55
Professional and Project Management Services			
Architectural and Professional Services (Amended)	1,817,691.71	346,227.00	19,993.40
Total Professional and Project Management Services	1,817,691.71	346,227.00	19,993.40
TOTAL BAKER HIGH RESTORATION EXPENDITURES	23,358,061.71	14,973,902.00	1,262,495.95
Excess of Revenues Over Expenditures	0.00	(6,387,155.00)	(668,398.95)
Fund Balances			
Balance on Hand Bond Revenue	0.00	2,352,542.00	2,352,542
Balance on Hand - General Fund Reserve.	0.00	1,137,059.31	468,660

CITY OF BAKER SCHOOL BOARD

SPECIAL REVENUE FUNDS FINANCIAL REPORT SUMMARIES INCLUDING BUDGET TO ACTUAL COMPARISONS FOR PERIOD ENDING AUGUST 31, 2023

SPECIAL REVENUE FUNDS						
FEDERAL AND STATE GRANTS	2023-2024 APPROVED BUDGET	2023-2024 YTD Revenues	2023-2024 YTD Expenditures	2023-2024 Excess/ Deficiency	RECEIVABLES as of 09/25/2023	ADJ DEFICIENCY
Account Title						
CARL PERKINS	15,062.00	0.00	0.00	0.00	0.00	0.00
FOOD SERVICE	815,700.00	0.00	31,705.93	(31,705.93)	78,577.74	46,871.81
SUMMER SCHOOL FOOD SERVICE	8,500.00	0.00	0.00	0.00	0.00	0.00
FRESH FRUIT AND VEGETABLE GRANT	12,072.00	0.00	0.00	0.00	0.00	0.00
IDEA PART B	218,693.00	0.00	18,242.60	(18,242.60)	0.00	(18,242.60)
HIGH COST SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
SPECIAL ED - PRE-SCHOOL	6,800.00	0.00	0.00	0.00	0.00	0.00
8g STUDENT ENHANCEMENT/PRE K	51,440.00	0.00	3,183.27	(3,183.27)	0.00	(3,183.27)
TITLE I	838,570.00	0.00	89,321.46	(89,321.46)	0.00	(89,321.46)
TITLE II	64,850.00	0.00	8,449.00	(8,449.00)	0.00	(8,449.00)
TITLE IV	70,772.00	0.00	0.00	0.00	0.00	0.00
DIRECT STUDENT SERVICES	0.00	0.00	226.22	(226.22)	0.00	(226.22)
SCHOOL REDESIGN	353,318.00	0.00	20,963.00	(20,963.00)	0.00	(20,963.00)
LA - 4 Cecil Picard	253,580.00	0.00	4,338.89	(4,338.89)	0.00	(4,338.89)
ED EXCELLENCE ENHANCEMENT	19,825.00	0.00	0.00	0.00	0.00	0.00
STRONG START 2020	0.00	0.00	0.00	0.00	0.00	0.00
ESSER II - FORMULA ACHIEVE	0.00	0.00	37,285.92	(37,285.92)	0.00	(37,285.92)
ESSER II INCENTIVE	0.00	0.00	0.00	0.00	0.00	0.00
ESSER III - FORMULA ACHIEVE	4,474,775.24	0.00	67,692.33	(67,692.33)	0.00	(67,692.33)
ESSER III (EB) - ACHIEVE - INTERVENTIONS	1,028,018.33	0.00	134,097.49	(134,097.49)	0.00	(134,097.49)
ESSER III INCENTIVE	140,009.00	0.00	0.00	0.00	0.00	0.00
HOMELESS ARP	30,145.71	0.00	720.00	(720.00)	0.00	(720.00)
IDEA 611 ARP ACHV	58,624.15	0.00	0.00	0.00	0.00	0.00
IDEA 619 ARP ACHV	1,872.59	0.00	0.00	0.00	0.00	0.00
STRONGER CONNECTIONS	518,355.00	0.00	0.00	0.00	0.00	0.00
IDEA 611 Set Aside	21,505.00	0.00	0.00	0.00	0.00	0.00
COMPREHENSIVE LITERACY STATE DEVELOPMENT CLSD B-5	774.00	0.00	0.00	0.00	0.00	0.00
COMPREHENSIVE LITERACY STATE DEVELOPMENT CLSD K-5	40,920.00	0.00	1,170.11	(1,170.11)	0.00	(1,170.11)
COMPREHENSIVE LITERACY STATE DEVELOPMENT CLSD 6-8	42,160.00	0.00	0.00	0.00	0.00	0.00
COMPREHENSIVE LITERACY STATE DEVELOPMENT CLSD 9-12	70,000.00	0.00	0.00	0.00	0.00	0.00
TOTAL - SPECIAL REVENUE FUNDS	9,156,341.02	0.00	417,396.22	(417,396.22)	78,577.74	(338,818.48)

City of Baker School System
School Board Meeting
Tuesday, October 3, 2023

Type of Item: Information

Agenda Item: Policies

Background Information:

This is still the time of year when we are reviewing policies as they relate to the State Code. Policy B-4 deals with the Election of Officers. It needs to be updated to more closely match La. Rev. Stat. Ann. 17-54. I would recommend leaving it as a yearly Election to be held in January. The policies on Family Engagement and School Parent Compacts are federal legislative requirements.

Attached Items: La. Rev. Stat. Ann. 17-54
Policy B-4 with Suggested Change
2023-2024 Parental and Family Engagement Policy
2023-2024 School-Parent Compacts

2022 Louisiana Laws

Revised Statutes

Title 17 - Education

§17:54. Officers of boards, election; superintendents, qualifications, appointment and removal

Universal Citation: LA Rev Stat § 17:54 (2022)

RS 17:54 - Officers of boards, election; superintendents, qualifications, appointment and removal

A. A city or parish school board shall elect from among its members a president and a vice president and fix the terms of office not to exceed four years.

B.(1)(a) Notwithstanding the provisions of R.S. 42:3, each city, parish, and other local public school board shall elect a superintendent of schools, having such qualifications as may be fixed by the State Board of Elementary and Secondary Education, for a period not to exceed four years, which period, however, may extend no longer than two years after the expiration of the term of office of the membership of the board electing the superintendent. The election of a superintendent of schools by a city, parish, or other local public school board shall require the favorable vote of a majority of the entire membership of the school board. A superintendent of schools shall not be required to be a qualified elector or a resident of the political subdivision comprising the school system in which he is to serve as superintendent. He shall be required to devote his entire time to the office of superintendent of schools.

(b)(i)(aa) The superintendent of schools shall be employed by a city, parish, or other local public school board pursuant to a written contract. Such contract shall contain but need not be limited to specific performance objectives. However, for the board of a local public school system that received any variation of a school performance letter grade of "C", "D", or "F", such contract shall establish performance targets at the school and district level as follows: (1) student achievement; (2) student achievement for schools that have received any variation of a school performance letter grade designation of "C", "D", or "F"; (3) graduation rates; (4) graduation rates for schools that have received any variation of a school performance letter grade designation of "C", "D", or "F"; and (5) the percentage of teachers with an "effective" or "highly effective" performance rating. Not less than thirty days prior to the termination of such a contract, the school board shall notify the superintendent of termination of employment under such contract, or in lieu thereof the board and the superintendent may negotiate and enter into a contract for subsequent employment.

(bb) Each local public school board shall submit a copy of its current employment contract with the superintendent of schools to the state superintendent of education.

(cc) A local public school board shall notify the state superintendent of education any time it terminates or fails to renew its employment contract with the local school superintendent, along with the reasons therefor.

(dd) Any employment contract executed, negotiated, or renegotiated after July 1, 2012, between a local school board and a superintendent that does not meet the requirements established in this Subsection shall be null and void.

(ii)(aa) The superintendent may choose not to enter into a subsequent contract and may either terminate his employment or, if he has acquired permanent status as a teacher, resume employment as a teacher.

(bb) The school board, in accordance with the provisions of this Subparagraph, may choose not to offer a subsequent contract to the superintendent.

(iii) The superintendent shall be retained during the term of a contract; however, if the superintendent is found incompetent, unworthy, or inefficient or is found to have failed to fulfill the terms and performance objectives of his contract or to comply with school board policy, then the superintendent shall be removed from office as provided by Subsection C of this Section. Before the superintendent can be removed during the contract period, he shall have the right to written charges and a fair hearing before the board after reasonable written notice.

(iv) Subject to the approval of a majority of its entire membership, the board shall negotiate and offer the superintendent a new contract at the expiration of each existing contract unless a majority of the membership of the board votes at least ninety days prior to the termination of the existing contract against offering a new contract.

(v) Repealed by Acts 2010, No. 720, §2, eff. Jan. 1, 2011.

(2) Prior to filling a vacancy in the position of permanent superintendent of schools, each city and parish school board shall advertise the vacancy and solicit applications for the position. At a minimum, the school board shall publish a notice of the vacancy together with a request for the submission of applications to fill the position in accordance with all of the following:

(a) On two separate days at least one week apart in the official journal of the school board.

(b) Once in a daily newspaper published in the metropolitan area in the state having a population in excess of one hundred thousand persons that is nearest to the school board offices, if such newspaper is not the official journal of the school board.

(3) All publication requirements provided in this Subsection shall be completed at least thirty days prior to action by the school board to fill the position.

(4)(a) The board may, by a majority vote of its membership, select a person to serve as interim superintendent in the event of the death, resignation, or termination of the superintendent or his being placed on paid administrative leave in accordance with Subsection D of this Section.

(b) An interim superintendent shall have the same authority as a superintendent.

(c) The election of an interim superintendent is not subject to the provisions applicable to the process of selection or employment of a superintendent or to the requirement or content of a contract.

(d) A school board shall not employ an interim superintendent for longer than six months in any given twelve month period unless the appointment is made during the final year of the term of the majority of members.

C. A city, parish, or other local public school system superintendent may be removed from office for cause prior to the expiration of his contract by the concurring vote of at least two-thirds of the membership of the entire school board at any regular meeting or at any special meeting after due notice.

D.(1) A school board may place a superintendent on paid administrative leave prior to the expiration of his contract:

(a) For the purpose of investigating cause for termination.

(b) Without cause during the final three months of the term of his contract when the school board has voted not to extend a new contract offer.

(c) At a time as agreed by the superintendent.

(d) At a time as provided for in his contract.

(2) Paid administrative leave is subject to the following:

(a) Approval of a majority of the membership of the school board.

(b) A three-month time limit within a six-month period.

(c) All compensation afforded under the terms of the existing contract.

Acts 1990, No. 1005, §1, eff. July 26, 1990; Acts 1998, 1st Ex. Sess., No. 107, §1, eff. July 1, 1998; Acts 1999, No. 857, §1; Acts 2005, No. 482, §1, eff. July 1, 2005; Acts 2010, No. 720, §§1, 2, eff. Jan. 1, 2011; Acts 2012, No. 1, §1, eff. July 1, 2012; Acts 2020, No. 292, §1.

NOTE: See Acts 1998, 1st Ex. Sess., No. 107, §2 relative to prospective application of Act.

FILE: B-4

Cf: A-6

OFFICERS OF THE BOARD

The City of Baker School Board shall elect at its annual meeting in January each year, one of its members to serve as President and one to serve as Vice-President. ~~The President shall not be eligible to succeed himself/herself, nor shall he/she be eligible for reelection as President for two (2) years after the expiration of the term as President for which he/she was elected.~~ The President shall preside at all meetings of the Board and shall call special meetings when required. He/she shall sign with the Superintendent, the minutes and other official documents which require the signature of the President. He/she shall perform other duties as prescribed by law or Board policy. In the absence of the President or in the event of his or her death, or his or her inability or failure to act, the Vice-President shall perform the duties of the President and, when so acting, shall have all the powers of the President. If the President and Vice-President are absent from a meeting at which a quorum is present, the Superintendent shall preside until the members elect one of their members to serve as President for that meeting.

The Superintendent shall serve as the secretary and treasurer of the Board. As secretary, he/she shall conduct all correspondence of the Board, keep and preserve all its records, receive all reports required by the Board, and see that such reports are in proper form, complete and accurate. He/she shall announce all meetings, prepare the agenda of all meetings, and attend all meetings of the Board and of its committees. In case the secretary is absent, the Board may appoint another member of the Board, or other school personnel under the jurisdiction of said Board to act as secretary.

As treasurer, the Superintendent shall have the authority to sign and execute any and all documents associated with all transactions duly approved by the Board. He/she shall also be designated as the official custodian of all funds to which the Board is entitled by law and shall be responsible for the proper safeguarding and accounting for all such funds.

The treasurer shall issue a receipt for any monies coming into his or her hands and deposit such monies in accordance with the laws governing the deposit of public funds. He/she shall issue such warrants in payment of expenses lawfully incurred on behalf of the School Board, but except as otherwise provided by law, shall issue such warrants only after proper allowance or approval by the Board.

For each school year, the treasurer shall give a bond for the faithful performance of duties; said bond to be written by an insurance company licensed to do business in the State of Louisiana and in an amount to be determined by the Board. The treasurer shall be responsible under such bond for the faithful performance of duties as treasurer. The Board shall pay the premium of the bond. Ref: La.

Rev. Stat. Ann. §§[17:54](#), [17:55](#), [17:56](#), [17:72](#), [17:81](#), [17:83](#), [17:91](#), [17:95](#)
City of Baker School District

**City of Baker School System (COBSS)
Parent and Family Engagement Policy for
Shared Student Success
2023-2024 School Year**



Mrs. Candace Bailey, Federal Programs Supervisor
Mrs. Tasha Elbert-McClain, Family Liaison
(225) 774-5795

What is Title I?

The City of Baker School System is identified as a Title I school as part of the Every Student Succeeds Act (ESSA). Title I is designed to support state and local school reform efforts tied to challenging state academic standards to improve teaching and learning for students. Title I programs must be based on effective means of improving student achievement and include strategies to support family engagement. All Title I schools must jointly develop with parents and family members a written parent and family engagement policy.

School Plan for Shared Student Achievement

What is it? This is a plan that describes how COBSS will provide opportunities to improve parent engagement to support student learning. COBSS values the contributions and involvement of parents to establish an equal partnership for the common goal of improving student achievement. This plan describes the different ways that COBSS will support parent engagement and how parents can help plan and participate in activities and events to promote student learning at school and at home.

How is it developed? COBSS welcomes parent input and comments at any time regarding the plan. All parent feedback will be used to revise the plan for next year. The plan is posted on our school website for parents to view and post feedback throughout the year. We also distribute an annual survey to ask parents for their suggestions on the plan and the use of funds for parent involvement. Parents can also give feedback during several parent meetings and activities throughout the school year.

Who is it for? All students participating in the Title I, Part A program, and their families, are encouraged and invited to fully participate in the opportunities described in this plan. COBSS will provide full opportunity for the participation of families with limited English, parents with disabilities and parents of migratory children.

Where is it available? At the beginning of the year, the plan is sent home with a copy of the COBSS Parent and Family Engagement Plan and the Title I School-Parent Compact with all students. It is also posted on the COBSS website, and additional copies are available in the Parent Resource Center.

Building Baker Forward

School-Parent Compacts

As part of this plan COBSS and our families will develop a school-parent compact, which is an agreement that parents, teachers, and students will develop together that explains how parents and teachers will work together to make sure all our students reach grade-level standards. The compacts will be reviewed and updated annually based on feedback from parents, students and teachers and during the Parent Advisory Council meeting.

COBSS is committed to helping our families attend the parent and family engagement activities listed in this plan. Please contact us if you need assistance with childcare or transportation in order to participate in our programs.

(225) 774-5795

You Are Invited!

COBSS will host the following events to build the capacity for strong parental involvement to support a partnership among the school, parents, and the community to improve student academic achievement:

Fall Semester	Spring Semester
<p>Open House/Parent Advisory Council Meeting BHS – August 22, 2023 @ 6 pm BHES – August 23, 2023 @ 6pm BMS – August 24, 2023 @ 6 pm <i>Join us for our first PAC meeting & to learn more about effective study habits for our students.</i></p>	<p>Parent Advisory Council Meeting January 25, 2023 at 6:00 pm <i>Parents are invited to join us for a night of reflection and planning for the 2023-2024 school year.</i></p>
<p>Annual Title I Meeting September 26, 2023 10:00 am and 6:00 pm <i>Learn about COBSS School's Title I program.</i></p>	<p>Parent Informational Classes February 22, 2023 Parents come join us for the following:</p> <ul style="list-style-type: none"> • Cooking & Nutrition • Student Testing Information • Health Screenings • Homeowners' Workshop/Financial Planning
<p>STEM Night Middle/High – October 24, 2023 @ 6 pm Elementary – October 26, 2023 @ 6 pm <i>Join us to learn more about science, technology, engineering, and math.</i></p>	<p>Buffalo Pre-K & Kindergarten Round-Up Saturday, March 16, 2023 9 AM – 12 PM 14750 Plank Road <i>Parents come register your Pre-K and Kindergarten student for the 2024-2024</i></p>
<p>Buffalo Family Night November 16, 2023 @ 6 pm <i>Parents are invited to join us for a night of games, food, and fun.</i></p>	<p>Parent Advisory Council Meeting May, 2, 2023 at 6:00 pm <i>Parents are invited to join us for a night of reflection of the 2023-2024 school year.</i></p>
<p>Pastries with the Principal December 5, 2023 @ 10 am <i>Join each principal at their school for a Q&A session concerning grading policies, eligibility, and promotion.</i></p>	<p><i>Building Baker Forward</i></p>

Parent and Family Engagement

COBSS believes that family engagement means the participation of parents and family members in regular two-way, and meaningful communication involving student academic learning and other school activities, including ensuring –

- That parents play an integral role in assisting their student’s learning.
- That parents are encouraged to be actively involved in their student’s education at school.
- That parents are full partners in their student’s education.

Parent Advisory Council

COBSS invites all families to join the Parent Advisory Council to share ideas and ways to involve other parents to build partnerships with school, families, and the community. The team will meet three times during the school year, but parents can also submit their ideas or suggestions during all activities and meetings as well as through our parent surveys and website. If you would like to learn more about the Parent Advisory Council, please contact Mrs. McClain at (225) 774-5795 or complete the interest form and leave it in the Main Office.

Parent Advisory Council

- Yes, I am excited about joining the Parent Advisory Council (PAC).
- Yes, please contact me so I can learn more about the Parent Advisory Council.
- Yes, this sounds like a great idea, please keep me posted about future meetings.

Name: _____

Student’s Name and Grade: _____

Address: _____

Phone Number: _____

Email address: _____

Share Your Thoughts

We want to hear from you. If you have any suggestions or if there is any part of this plan that you feel is not satisfactory, please provide us with your comments in the space provided and leave this form in the Main Office.

Name: (optional) _____

Telephone Number: (optional) _____

City of Baker School System

2023-2024 PARENTAL AND FAMILY ENGAGEMENT POLICY AND SCHOOL-PARENT COMPACT

The City of Baker School System and the parents of students agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve Louisiana's high standards.

School Responsibilities

Baker High School will:

1. **Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating students to meet the State's student academic achievement standards.**
 - Align instruction with Louisiana Student Standards
 - Ensure that teachers/staff have acceptable subject matter knowledge and effective instructional strategies
 - Make certain teachers/staff have the materials necessary for instruction
 - Respect and address the individual needs of students
 - Use assessments to make instructional decisions
2. **Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual students' achievement.**
3. **Provide parents with frequent reports on their child's progress.**

Specifically, the school will provide reports as follows:

 - Reports cards will be sent home every six weeks
4. **Provide parent reasonable access to staff.** Specifically, staff will be available for consultation with parents as follows:
 - Email
 - Teachers/staff will respond to parents' request for contact within 24 hours
5. **Provide parents opportunities to participate in the following activities:**
 - PTO meetings/Title I meetings/Student Orientation/Open House
 - Family Engagement Night
 - FAFSA Night/Career Nights/Movie Night/Study Skills Night

- Cooking Night/Storytelling Night
- Parent-Teacher Conferences
- Homeowners' Workshop/Financial Planning

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

- Have on-going communication with my child's school; including parent-teacher conferences
- See that my child attends school regularly and is punctual
- Supports the school staff and respects cultural differences of others
- Establishes a time and place for homework and checks it regularly
- Participates, as appropriate, in decisions relating to my children's education.
- Promote positive use of my child's extracurricular time.
- Serve, to the extent possible, on policy advisory groups, such as the school's School-Wide Planning committee, the district-wide Parent Advisory Council, or other school advisory or policy groups

Student Responsibilities

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:

- **Take responsibility** for completing all classroom work and homework assignments
- **Attend school** regularly and promptly with supplies that I need
- **Follow the rules** and regulation of the school
- **Demonstrate respect** for myself, other students, and adults
- **Believe** that I can learn and I will learn

Additional Required School Responsibilities

Baker High School will:

1. Involve parents in the planning, review, and improvement of the school's parental involvement policy, in an organized, ongoing, and timely way.
 - Schedule Parental Involvement Meeting that includes both parents and teachers.
2. Hold an annual Title I, Part A meeting to inform parents of the school's participation in Title I, Part A programs, to explain the Title I, Part A requirements, and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will encourage them to attend.
3. Provide information to parents of participating students in an understandable format, including alternative formats upon the request of the parents with disabilities, and, to the extent practicable, in a language parents understand.

4. Provide to parents of participating children, information in a timely manner about Title I, Part A programs that includes a description and explanation of the schools' curriculum, the forms of academic assessment used to measure students' progress, and the proficiency levels students are expected to meet.
 - Provide informative handouts to parents about Title I, Part A programs
5. On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestion as soon as practicable possible.
 - Schedule a monthly parent meeting to address concerns and collaborate on ideas.
6. Provide each parent with an individual student report about the performance of their child on the State Assessments.
7. Provide each parent with timely notices when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified as required by law.
 - The Principal will send home a notification letter informing the parent.

School: _____

Parent: _____

Date: _____

Student: _____

Grade: _____

Date: _____

City of Baker School System

2023-2024 PARENTAL AND FAMILY ENGAGEMENT POLICY AND SCHOOL-PARENT COMPACT

The City of Baker School System and the parents of students agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve Louisiana's high standards.

School Responsibilities

Baker Middle & Park Ridge Academic Magnet Middle School will:

1. **Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating students to meet the State's student academic achievement standards.**
 - Align instruction with Louisiana Student Standards
 - Ensure that teachers/staff have acceptable subject matter knowledge and effective instructional strategies
 - Make certain teachers/staff have the materials necessary for instruction
 - Respect and address the individual needs of students
 - Use assessments to make instructional decisions
2. **Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual students' achievement.**
3. **Provide parents with frequent reports on their child's progress.**

Specifically, the school will provide reports as follows:

 - Interim (progress reports) will be sent home every four and half weeks
 - Reports cards will be sent home every nine weeks
4. **Provide parent reasonable access to staff.** Specifically, staff will be available for consultation with parents as follows:
 - Email
 - Teachers/staff will respond to parents' request for contact within 24 hours
5. **Provide parents opportunities to participate in the following activities:**
 - PTO meetings/Title I meetings/Student Orientation/Open House
 - Family Engagement Night

- Career Nights/Movie Night/Study Skills Night
- Cooking Night/Storytelling Night
- Parent-Teacher Conferences
- Homeowners' Workshop/Financial Planning

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

- Have on-going communication with my child's school; including parent-teacher conferences
- See that my child attends school regularly and is punctual
- Supports the school staff and respects cultural differences of others
- Establishes a time and place for homework and checks it regularly
- Participates, as appropriate, in decisions relating to my children's education.
- Promote positive use of my child's extracurricular time.
- Serve, to the extent possible, on policy advisory groups, such as the school's School-Wide Planning committee, the district-wide Parent Advisory Council, or other school advisory or policy groups

Student Responsibilities

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:

- **Take responsibility** for completing all classroom work and homework assignments
- **Attend school** regularly and promptly with supplies that I need
- **Follow the rules** and regulation of the school
- **Demonstrate respect** for myself, other students, and adults
- **Believe** that I can learn and I will learn

Additional Required School Responsibilities

Baker Middle and Park Ridge Academic Magnet Middle School will:

1. Involve parents in the planning, review, and improvement of the school's parental involvement policy, in an organized, ongoing, and timely way.
 - Schedule Parental Involvement Meeting that includes both parents and teachers.
2. Hold an annual Title I, Part A meeting to inform parents of the school's participation in Title I, Part A programs, to explain the Title I, Part A requirements, and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will encourage them to attend.
3. Provide information to parents of participating students in an understandable format, including alternative formats upon the request of the parents with disabilities, and, to the extent practicable, in a language parents understand.

4. Provide to parents of participating children, information in a timely manner about Title I, Part A programs that includes a description and explanation of the schools' curriculum, the forms of academic assessment used to measure students' progress, and the proficiency levels students are expected to meet.
 - Provide informative handouts to parents about Title I, Part A programs
5. On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestion as soon as practicable possible.
 - Schedule a monthly parent meeting to address concerns and collaborate on ideas.
6. Provide to each parent an individual student report about the performance of their child on the State Assessment in at least Math and ELA.
 - Copies of both ELA and Math State Assessment will be sent home to all students.
7. Provide each parent timely notices when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified as required by law.
 - The Principal will send home a notification letter informing the parent.

School: _____

Parent: _____ Date: _____

Student: _____ Grade: _____ Date: _____

City of Baker School System

2023-2024 PARENTAL AND FAMILY ENGAGEMENT POLICY AND SCHOOL-PARENT COMPACT

The City of Baker School System and the parents of students agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve Louisiana's high standards.

School Responsibilities

Baker Heights & Park Ridge Academic Magnet Elementary will:

1. **Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating students to meet the State's student academic achievement standards.**
 - Align instruction with Louisiana Student Standards
 - Ensure that teachers/staff have acceptable subject matter knowledge and effective instructional strategies
 - Make certain teachers/staff have the materials necessary for instruction
 - Respect and address the individual needs of students
 - Use assessments to make instructional decisions
2. **Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual students' achievement. Specifically, those conferences will be held:**
 - September 1, 2023
 - November 3, 2023
 - February 9, 2024
3. **Provide parents with frequent reports on their child's progress.**

Specifically, the school will provide reports as follows:

 - Interim (progress reports) will be sent home every four and half weeks
 - Reports cards will be sent home every nine weeks
4. **Provide parent reasonable access to staff.** Specifically, staff will be available for consultation with parents as follows:
 - Email
 - Parent-teacher conferences are on September 1, 2023, November 3, 2023, and February 9, 2024

- Teachers/staff will respond to parents' request for contact within 24 hours

5. Provide parents opportunities to participate in the following activities:

- PTO meetings/Title I meetings/Student Orientation/Open House
- Family Engagement Night
- Career Nights/Movie Night/Study Skills Night
- Cooking Night/Storytelling Night
- Parent-Teacher Conferences
- Homeowners' Workshop/Financial Planning

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

- Have on-going communication with my child's school; including parent-teacher conferences
- See that my child attends school regularly and is punctual
- Supports the school staff and respects cultural differences of others
- Establishes a time and place for homework and checks it regularly
- Participates, as appropriate, in decisions relating to my children's education.
- Promote positive use of my child's extracurricular time.
- Serve, to the extent possible, on policy advisory groups, such as the school's School-Wide Planning committee, the district-wide Parent Advisory Council, or other school advisory or policy groups

Student Responsibilities

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:

- **Take responsibility** for completing all classroom work and homework assignments
- **Attend school** regularly and promptly with supplies that I need
- **Follow the rules** and regulation of the school
- **Demonstrate respect** for myself, other students, and adults
- **Believe** that I can learn and I will learn

Additional Required School Responsibilities

Baker Heights & Park Ridge Academic Magnet Elementary School will:

1. Involve parents in the planning, review, and improvement of the school's parental involvement policy, in an organized, ongoing, and timely way.
 - Schedule Parental Involvement Meeting that includes both parents and teachers.
2. Hold an annual Title I, Part A meeting to inform parents of the school's participation in Title I, Part A programs, to explain the Title I, Part A requirements, and the right of parents to be

involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will encourage them to attend.

3. Provide information to parents of participating students in an understandable format, including alternative formats upon the request of the parents with disabilities, and, to the extent practicable, in a language parents understand.
4. Provide to parents of participating children, information in a timely manner about Title I, Part A programs that includes a description and explanation of the schools' curriculum, the forms of academic assessment used to measure students' progress, and the proficiency levels students are expected to meet.
 - Provide informative handouts to parents about Title I, Part A programs
5. On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestion as soon as practicable possible.
 - Schedule a monthly parent meeting to address concerns and collaborate on ideas.
6. Provide each parent with an individual student report about the performance of their child on the State Assessment in at least Math and ELA.
 - Copies of both ELA and Math State Assessment will be sent home to all students.
7. Provide each parent with timely notices when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified as required by law.
 - The Principal will send home a notification letter informing the parent.

School: _____

Parent: _____

Date: _____

Student: _____

Grade: _____

Date: _____

Sistema Escolar de la Ciudad de Baker

2023-2024 POLÍTICA DE PARTICIPACIÓN DE PADRES Y FAMILIAS Y PACTO ESCUELA-PADRES

El Sistema Escolar de la Ciudad de Baker y los padres de los estudiantes están de acuerdo en que este pacto describe cómo los padres, todo el personal de la escuela y los estudiantes compartirán la responsabilidad de mejorar el rendimiento académico de los estudiantes y los medios por los cuales la escuela y los padres construirán y desarrollarán una asociación que ayudará a los niños a alcanzar los altos estándares de Louisiana.

Responsabilidades escolares

Baker High School:

1. **Proporcionar un plan de estudios e instrucción de alta calidad en un entorno de aprendizaje efectivo y de apoyo que permita a los estudiantes participantes cumplir con los estándares de rendimiento académico del estado.**
 - Alinear la instrucción con los estándares estudiantiles de Louisiana
 - Asegurar que los maestros / personal tengan un conocimiento aceptable de la materia y estrategias de instrucción efectivas
 - Hacer que ciertos maestros / personal tengan los materiales necesarios para la instrucción
 - Respetar y abordar las necesidades individuales de los estudiantes
 - Usar evaluaciones para tomar decisiones de instrucción
2. **Celebre conferencias de padres y maestros durante las cuales se discutirá este pacto en lo que se refiere al logro individual de los estudiantes.**
3. **Proporcione a los padres informes frecuentes sobre el progreso de sus hijos.**
Específicamente, la escuela proporcionará informes de la siguiente manera:
 - Las boletas de calificaciones se enviarán a casa cada seis semanas
4. **Proporcionar a los padres acceso razonable al personal.** Específicamente, el personal estará disponible para consultar con los padres de la siguiente manera:
 - Correo electrónico
 - Los maestros / personal responderán a la solicitud de contacto de los padres dentro de las 24 horas
5. **Proporcionar a los padres oportunidades para participar en las siguientes actividades:**

- Reuniones de PTO / Reuniones de Título I / Orientación estudiantil / Casa abierta
- Noche de compromiso familiar
- FAFSA Night/Career Nights/Movie Night/Study Skills Night
- Noche de cocina/Noche de cuentacuentos
- Conferencias de padres y maestros
- Taller para propietarios de viviendas/Planificación financiera

Responsabilidades de los padres

Nosotros, como padres, apoyaremos el aprendizaje de nuestros hijos de las siguientes maneras:

- Tener comunicación continua con la escuela de mi hijo; incluyendo conferencias de padres y maestros
- Ver que mi hijo asista a la escuela regularmente y sea puntual
- Apoya al personal de la escuela y respeta las diferencias culturales de los demás
- Establece una hora y un lugar para la tarea y la revisa regularmente
- Participa, según corresponda, en las decisiones relacionadas con la educación de mis hijos.
- Promover el uso positivo del tiempo extracurricular de mi hijo.
- Servir, en la medida de lo posible, en grupos asesores de políticas, como el comité de planificación escolar de la escuela, el Consejo Asesor de Padres de todo el distrito u otros grupos de asesoramiento o políticas escolares

Responsabilidades del estudiante

Nosotros, como estudiantes, compartiremos la responsabilidad de mejorar nuestro rendimiento académico y alcanzar los altos estándares del Estado. Específicamente, haremos lo siguiente:

- **Asumir la responsabilidad** de completar todas las tareas y tareas en el aula
- **Asistir a la escuela** regularmente y con prontitud con los suministros que necesito
- **Siga las reglas** y regulaciones de la escuela
- **Demostrar respeto por** mí mismo, por otros estudiantes y adultos
- **Creer** que puedo aprender y aprenderé

Responsabilidades escolares adicionales requeridas

Baker High School :

1. Involucrar a los padres en la planificación, revisión y mejora de la política de participación de los padres de la escuela, de manera organizada, continua y oportuna.
 - Programe una reunión de participación de los padres que incluya tanto a los padres como a los maestros.
2. Organice una reunión anual del Título I, Parte A para informar a los padres sobre la participación de la escuela en los programas del Título I, Parte A, para explicar los requisitos del Título I, Parte A y el derecho de los padres a participar en los programas del Título I, Parte A. La

escuela convocará la reunión en un momento conveniente para los padres y los alentará a asistir.

3. Proporcionar información a los padres de los estudiantes participantes en un formato comprensible, incluyendo formatos alternativos a petición de los padres con discapacidades, y, en la medida de lo posible, en un idioma que los padres entiendan.
4. Proporcionar a los padres de los niños participantes, información de manera oportuna sobre los programas del Título I, Parte A que incluya una descripción y explicación del plan de estudios de las escuelas, las formas de evaluación académica utilizadas para medir el progreso de los estudiantes y los niveles de competencia que se espera que alcancen.
 - Proporcionar folletos informativos a los padres sobre los programas del Título I, Parte A
5. A petición de los padres, proporcionar oportunidades para reuniones periódicas para que los padres formulen sugerencias y participen, según corresponda, en las decisiones sobre la educación de sus hijos. La escuela responderá a cualquier sugerencia tan pronto como sea posible.
 - Programe una reunión mensual de padres para abordar inquietudes y colaborar en ideas.
6. Proporcione a cada padre un informe individual del estudiante sobre el desempeño de su hijo en las evaluaciones estatales.
7. Proporcione a cada padre avisos oportunos cuando su hijo haya sido asignado o haya sido enseñado durante cuatro (4) o más semanas consecutivas por un maestro que no esté altamente calificado como lo exige la ley.
 - El director enviará a casa una carta de notificación informando al padre.

Escuela: _____

Padre: _____

Fecha: _____

Estudiante: _____ Fecha: _____

Sistema Escolar de la Ciudad de Baker

2023-2024 POLÍTICA DE PARTICIPACIÓN DE PADRES Y FAMILIAS Y PACTO ESCUELA-PADRES

El Sistema Escolar de la Ciudad de Baker y los padres de los estudiantes están de acuerdo en que este pacto describe cómo los padres, todo el personal de la escuela y los estudiantes compartirán la responsabilidad de mejorar el rendimiento académico de los estudiantes y los medios por los cuales la escuela y los padres construirán y desarrollarán una asociación que ayudará a los niños a alcanzar los altos estándares de Louisiana.

Responsabilidades escolares

Baker Middle & Park Ridge Academic Magnet Middle School:

- 1. Proporcionar un plan de estudios e instrucción de alta calidad en un entorno de aprendizaje efectivo y de apoyo que permita a los estudiantes participantes cumplir con los estándares de rendimiento académico del Estado.**
 - Alinear la instrucción con los estándares estudiantiles de Louisiana
 - Asegurar que los maestros / personal tengan un conocimiento aceptable de la materia y estrategias de instrucción efectivas
 - Hacer que ciertos maestros / personal tengan los materiales necesarios para la instrucción
 - Respetar y abordar las necesidades individuales de los estudiantes
 - Usar evaluaciones para tomar decisiones de instrucción
- 2. Organice conferencias de padres y maestros durante las cuales se discutirá este pacto en lo que se refiere al logro individual de los estudiantes.**
- 3. Proporcione a los padres informes frecuentes sobre el progreso de sus hijos.**

Específicamente, la escuela proporcionará informes de la siguiente manera:

 - Los informes provisionales (informes de progreso) se enviarán a casa cada cuatro semanas y media.
 - Las boletas de calificaciones se enviarán a casa cada nueve semanas
- 4. Proporcionar a los padres acceso razonable al personal.** Específicamente, el personal estará disponible para consultar con los padres de la siguiente manera:
 - Correo electrónico
 - Los maestros / personal responderán a la solicitud de contacto de los padres dentro de las 24 horas

5. Proporcionar a los padres oportunidades para participar en las siguientes actividades:

- Reuniones de PTO / Reuniones de Título I / Orientación estudiantil / Casa abierta
- Noche de compromiso familiar
- Noches de carrera/Noche de cine/Noche de habilidades de estudio
- Noche de cocina/Noche de cuentacuentos
- Conferencias de padres y maestros
- Taller para propietarios de viviendas/Planificación financiera

Responsabilidades de los padres

Nosotros, como padres, apoyaremos el aprendizaje de nuestros hijos de las siguientes maneras:

- Tener comunicación continua con la escuela de mi hijo; incluyendo conferencias de padres y maestros
- Ver que mi hijo asiste a la escuela regularmente y es puntual
- Apoya al personal de la escuela y respeta las diferencias culturales de los demás
- Establece una hora y un lugar para la tarea y la revisa regularmente
- Participa, según corresponda, en las decisiones relacionadas con la educación de mis hijos.
- Promover el uso positivo del tiempo extracurricular de mi hijo.
- Servir, en la medida de lo posible, en grupos asesores de políticas, como el comité de planificación escolar de la escuela, el Consejo Asesor de Padres de todo el distrito u otros grupos de asesoramiento o políticas escolares

Responsabilidades del estudiante

Nosotros, como estudiantes, compartiremos la responsabilidad de mejorar nuestro rendimiento académico y alcanzar los altos estándares del Estado. Específicamente, haremos lo siguiente:

- **Asumir la responsabilidad** de completar todas las tareas y tareas en el aula
- **Asistir a la escuela** regularmente y con prontitud con los suministros que necesito
- **Siga las reglas** y regulaciones de la escuela
- **Demostrar respeto por** mí mismo, por otros estudiantes y adultos
- **Creer** que puedo aprender y aprenderé

Responsabilidades escolares adicionales requeridas

Baker Middle y Park Ridge Academic Magnet Middle School :

1. Involucrar a los padres en la planificación, revisión y mejora de la política de participación de los padres de la escuela, de manera organizada, continua y oportuna.
 - Programe una reunión de participación de los padres que incluya tanto a los padres como a los maestros.
2. Organice una reunión anual del Título I, Parte A para informar a los padres sobre la participación de la escuela en los programas del Título I, Parte A, para explicar los requisitos del

Título I, Parte A y el derecho de los padres a participar en los programas del Título I, Parte A. La escuela convocará la reunión en un momento conveniente para los padres y lo alentará a asistir.

3. Proporcionar información a los padres de los estudiantes participantes en un formato comprensible, incluyendo formatos alternativos a petición de los padres con discapacidades, y, en la medida de lo posible, en un idioma que los padres entiendan.
4. Proporcionar a los padres de los niños participantes, información de manera oportuna sobre los programas del Título I, Parte A que incluya una descripción y explicación del plan de estudios de las escuelas, las formas de evaluación académica utilizadas para medir el progreso de los estudiantes y los niveles de competencia que se espera que alcancen.
 - Proporcionar folletos informativos a los padres sobre los programas del Título I, Parte A
5. A petición de los padres, proporcionar oportunidades para reuniones periódicas para que los padres formulen sugerencias y participen, según corresponda, en las decisiones sobre la educación de sus hijos. La escuela responderá a cualquier sugerencia tan pronto como sea posible.
 - Programe una reunión mensual de padres para abordar inquietudes y colaborar en ideas.
6. Proporcione a cada padre un informe individual del estudiante sobre el desempeño de su hijo en la Evaluación Estatal en al menos Matemáticas y ELA.
 - Las copias de ELA y Math State Assessment se enviarán a casa a todos los estudiantes.
7. Proporcione a cada padre avisos oportunos cuando su hijo haya sido asignado o haya sido enseñado durante cuatro (4) o más semanas consecutivas por un maestro que no esté altamente calificado como lo exige la ley.
 - El director enviará a casa una carta de notificación informando al padre.

Escuela: _____

Padre: _____

Fecha: _____

Estudiante: _____ Fecha: _____

Sistema Escolar de la Ciudad de Baker

2023-2024 POLÍTICA DE PARTICIPACIÓN DE PADRES Y FAMILIAS Y PACTO ESCUELA-PADRES

El Sistema Escolar de la Ciudad de Baker y los padres de los estudiantes están de acuerdo en que este pacto describe cómo los padres, todo el personal de la escuela y los estudiantes compartirán la responsabilidad de mejorar el rendimiento académico de los estudiantes y los medios por los cuales la escuela y los padres construirán y desarrollarán una asociación que ayudará a los niños a alcanzar los altos estándares de Louisiana.

Responsabilidades escolares

Baker Heights & Park Ridge Academic Magnet Elementary:

1. **Proporcionar un plan de estudios e instrucción de alta calidad en un entorno de aprendizaje efectivo y de apoyo que permita a los estudiantes participantes cumplir con los estándares de rendimiento académico del Estado.**
 - Alinear la instrucción con los estándares estudiantiles de Louisiana
 - Asegurar que los maestros / personal tengan un conocimiento aceptable de la materia y estrategias de instrucción efectivas
 - Hacer que ciertos maestros / personal tengan los materiales necesarios para la instrucción
 - Respetar y abordar las necesidades individuales de los estudiantes
 - Usar evaluaciones para tomar decisiones de instrucción
2. **Organice conferencias de padres y maestros durante las cuales se discutirá este pacto en lo que se refiere al logro individual de los estudiantes. En concreto, esas conferencias se celebrarán:**
 - septiembre 1, 2023
 - noviembre 3, 2023
 - febrero 9, 2024
3. **Proporcione a los padres informes frecuentes sobre el progreso de sus hijos.**

Específicamente, la escuela proporcionará informes de la siguiente manera:

 - Los informes provisionales (informes de progreso) se enviarán a casa cada cuatro semanas y media.
 - Las boletas de calificaciones se enviarán a casa cada nueve semanas

4. **Proporcionar a los padres acceso razonable al personal.** Específicamente, el personal estará disponible para consultar con los padres de la siguiente manera:
- Correo electrónico
 - Las conferencias de padres y maestros son el 1 de septiembre de 2023, el 3 de noviembre de 2023 y el 9 de febrero de 2024
 - Los maestros / personal responderán a la solicitud de contacto de los padres dentro de las 24 horas

5. **Proporcionar a los padres oportunidades para participar en las siguientes actividades:**

- Reuniones de PTO / Reuniones de Título I / Orientación estudiantil / Casa abierta
- Noche de compromiso familiar
- Noches de carrera/Noche de cine/Noche de habilidades de estudio
- Noche de cocina/Noche de cuentacuentos
- Conferencias de padres y maestros
- Taller para propietarios de viviendas/Planificación financiera

Responsabilidades de los padres

Nosotros, como padres, apoyaremos el aprendizaje de nuestros hijos de las siguientes maneras:

- Tener comunicación continua con la escuela de mi hijo; incluyendo conferencias de padres y maestros
- Ver que mi hijo asiste a la escuela regularmente y es puntual
- Apoya al personal de la escuela y respeta las diferencias culturales de los demás
- Establece una hora y un lugar para la tarea y la revisa regularmente
- Participa, según corresponda, en las decisiones relacionadas con la educación de mis hijos.
- Promover el uso positivo del tiempo extracurricular de mi hijo.
- Servir, en la medida de lo posible, en grupos asesores de políticas, como el comité de planificación escolar de la escuela, el Consejo Asesor de Padres de todo el distrito u otros grupos de asesoramiento o políticas escolares

Responsabilidades del estudiante

Nosotros, como estudiantes, compartiremos la responsabilidad de mejorar nuestro rendimiento académico y alcanzar los altos estándares del Estado. Específicamente, haremos lo siguiente:

- **Asumir la responsabilidad** de completar todas las tareas y tareas en el aula
- **Asistir a la escuela** regularmente y con prontitud con los suministros que necesito
- **Siga las reglas** y regulaciones de la escuela
- **Demostrar respeto por** mí mismo, por otros estudiantes y adultos
- **Creer** que puedo aprender y aprenderé

Responsabilidades escolares adicionales requeridas

La Escuela Primaria Magnet Académica Baker Heights & Park Ridge:

1. Involucrar a los padres en la planificación, revisión y mejora de la política de participación de los padres de la escuela, de manera organizada, continua y oportuna.
 - Programe una reunión de participación de los padres que incluya tanto a los padres como a los maestros.
2. Organice una reunión anual del Título I, Parte A para informar a los padres sobre la participación de la escuela en los programas del Título I, Parte A, para explicar los requisitos del Título I, Parte A y el derecho de los padres a participar en los programas del Título I, Parte A. La escuela convocará la reunión en un momento conveniente para los padres y los alentará a asistir.
3. Proporcionar información a los padres de los estudiantes participantes en un formato comprensible, incluyendo formatos alternativos a petición de los padres con discapacidades, y, en la medida de lo posible, en un idioma que los padres entiendan.
4. Proporcionar a los padres de los niños participantes, información de manera oportuna sobre los programas del Título I, Parte A que incluya una descripción y explicación del plan de estudios de las escuelas, las formas de evaluación académica utilizadas para medir el progreso de los estudiantes y los niveles de competencia que se espera que alcancen.
 - Proporcionar folletos informativos a los padres sobre los programas del Título I, Parte A
5. A petición de los padres, proporcionar oportunidades para reuniones periódicas para que los padres formulen sugerencias y participen, según corresponda, en las decisiones sobre la educación de sus hijos. La escuela responderá a cualquier sugerencia tan pronto como sea posible.
 - Programe una reunión mensual de padres para abordar inquietudes y colaborar en ideas.
6. Proporcione a cada padre un informe individual del estudiante sobre el desempeño de su hijo en la Evaluación Estatal en al menos Matemáticas y ELA.
 - Las copias de ELA y Math State Assessment se enviarán a casa a todos los estudiantes.
7. Proporcione a cada padre avisos oportunos cuando su hijo haya sido asignado o haya sido enseñado durante cuatro (4) o más semanas consecutivas por un maestro que no esté altamente calificado como lo exige la ley.
 - El director enviará a casa una carta de notificación informando al padre.

Escuela: _____

Padre: _____

Fecha: _____

Estudiante: _____ Fecha: _____

City of Baker School System
School Board Meeting
Tuesday, October 3, 2023

Type of Item: Action

Agenda Item: Construction Change Orders

Background Information:

The Construction team will present Change Orders to the board for approval.

Attached Items: BHS Change Order 005

Possible Motion: Move to Approve the Change Order Number 005.



Quotation

To: Manning Architects DATE: 10/2/2023
 FROM: Jason Catlin QUOTE #: 047
 PROJECT: **Baker High School Renovations and Additions**
 DESCRIPTION OF CHANGES: **Overlay of Roof on Bldg. A**

Quotation: \$753,249.00

Attached is a copy of our estimate and breakdown.

We will require **60** calendar days extension of contract time for this change if we receive your formal authorization to proceed within the next five calendar days.

The cumulative effect of this and other changes may result in extended general conditions costs. Therefore, we reserve the right to claim extended general conditions costs at a later date.

The proposal is firm for five calendar days from the above quotation date. If Stuart receives this executed Proposal back after five calendar days from the above quotation date, then Stuart reserves the right to perform the work as provided for above, reject the approval of the expired proposal and, at Stuart's discretion, submit a revised proposal.

We have included all supporting documentation for your review. If this Proposal is acceptable, please execute the proposal at the bottom, return it to Stuart and prepare and forward to Stuart an AIA change order for the amount stated, including the time extension as provided above. This proposal and all its attachments shall be part of any change order to our contract. Only work specifically described in this proposal and its attachments is included.

By executing below, I agree to the terms of this Proposal and direct Stuart to commence the work described herein.

Accepted By: _____
 Printed Name: _____
 Date: _____

DocuSigned by:

07BCDCAB486A487/...
 Jason Catlin
 10/2/2023 | 4:24 PM CDT

Toni Ortego

From: Toni Ortego
Sent: Monday, October 2, 2023 4:15 PM
To: Toni Ortego
Subject: FW: Baker High School Site Evaluation

From: Paula Porras <MPorras@roofingsolutions.com>
Sent: Friday, September 29, 2023 4:22 PM
To: Jason Catlin <jason@stuartandcompany.com>
Cc: George Webb <GWebb@roofingsolutionsla.com>; Paulo Solano <PSolano@roofingsolutionsla.com>; Juan Masis <JMasis@roofingsolutions.com>
Subject: RE: Baker High School Site Evaluation

Jason,

These will be the new prices:

- Reroof for bldg A (Sector A1+A2) – 320 sqrs = \$720.000,00
- Overlay for bldg A (Sector A1+A2) – 320 sqrs = \$608.300,00

- Metal Deck and Lightweight Replacement 1.5 B-deck 22 ga G60 – 5 sqrs = \$7,150.00
- Metal Deck and Lightweight Replacement 1.5 B-deck 22 ga G60 above 5 sqrs = \$1,420/sqrs
- Additional Flashings required = \$2,000

Kind Regards,

Paula Porras Arias | Roofing Solutions

Lead Project Manager – Baton Rouge

17260 Jefferson Hwy, Suite D, Baton Rouge, LA 70817
O 225.744.3912 ext. 4893 | D 225.831.9232 | C 225.436.7785
mporras@roofingsolutions.com | www.roofingsolutions.com

We build with passion and skill.



Site Observations

Date of Visit: 9/15/2023

Project: Baker High School
3200 Groom Road
Baker, La. 70714

EXISTING CLASSROOM MAIN ROOF AREA AND ELEVATED MECHANICAL ROOF

Existing Roof Deck: Steel form deck with Lightweight Insulating Concrete (approx. 4"-6" thick) installed over bar joists. There was some Coal Tar Pitch residue in the roof hatch. More than likely the original roof on this building was a coal tar pitch Built up roof with gravel. This means there is usually a low slope like 1/8" or less slope in the lightweight insulating concrete deck.

Existing Roof System: (One roof system consisting of 2 ply SBS Modified bitumen membranes hot mopped over a mechanically fastened base sheet, no insulation over the lightweight insulating concrete)

Pull Test was Performed down to the steel deck Type Fastener tested: #14 Soprema MP Fastener (420 p.s.f.) where the steel deck is in good shape it is acceptable to mechanically attach down to the steel deck

Condition of existing steel deck: The steel deck can be observed from underneath. Currently there are no ceiling tiles in the building. There are areas of steel form deck with Lightweight insulating concrete that will need to be replaced. One roof drain observed is collapsing and will need the roof drain and decking replaced. **Visual observation of all of the roof deck is recommended to identify how many square feet of roof deck should be repaired/replaced.** Areas that the steel form deck is rusted through should be repaired/replaced.

Replacement Decking: Typical repair/replacement consists of removing bad lightweight and steel form deck down to the structural bar joists. Replace the old deck with new steel decking that can span the bar joists and is recommended by your structural engineer. Attachment should follow the structural engineers guidelines for types of fasteners and spacing of fasteners. (Typically a 22 gauge B-Deck is used and attached with Tek 5 Fasteners) Once the steel deck is replaced then polyisocyanurate insulation is used to fill the gap created from removing the lightweight insulating concrete. The polyisocyanurate insulation should match the height and slope of the existing roof before the new roof system is installed over the repaired decking. (These areas are too small to be replacing the lightweight insulating concrete with lightweight concrete so polyisocyanurate insulation is used to infill.)

Condition of Existing Roof: Overall Poor shape, Aged roof system with a lot of granules missing from the cap sheet, there are blisters in the membranes, there are areas that are holding water/ponding water. (loose granules have ponded up in sections on the roof. Between the roof drains appears to be the main areas holding



water. It is possible that there is bad decking causing some of the ponding that is occurring. There does not appear to be any type of crickets between the roof drains. The asphalt bleed out on the side and head laps of

the of the cap sheet is broke down and cracked back underneath the sbs cap sheet. There are scrapes across the cap sheet in areas. The mechanical roof section has sheet metal flashing that used copper flashings and are in contact with dissimilar metals and needs to be addressed. Painted steel wall panels that have a raw cut edge should not have copper flashing in contact with them.

ROOF DRAINAGE: Poor drainage, the existing roof drains do not have sumps. The lip on the drain that sits on top of the cap sheet is about a ¼” thick so water must build up before starting to run into the drain. This is also contributing to the ponding. 66546654665Matthew J

Note: Louisiana has not experienced much rain this summer for the first time in a while. This roof has a lot of questionable conditions that will lead to leaks in this new interior of the building.

Recommendations for Classroom and Mechanical Roof sections: Sump the roof drains. This may require the lightweight insulating concrete to be cut or even removed down to the steel decking and setting the drain bowl lower. Fix all areas of bad roof deck. Building code allows for a building to have two roofs installed. There is currently one roof in place on this Classroom and Mechanical roof section. If no additional R Value is being recommended then I am recommending the installation of diamond crickets between roof drains to help get the water to the roof drains. The crickets will need to have double the slope of the roof system. An overlay system would be the most economical roof for this building.

BUDGET full blown tear off and new 2 ply sbs with tapered insulation and cover board.

Below pricing does not include the roof deck repairs.

-Once the bad decking is repaired/replaced. Tear off the existing roof membranes down to the Lightweight insulating concrete deck, install a tapered insulation system , cover board, and new 2 ply torch applied sbs modified roof system including flashings, new edge metals. Budget \$21.00-23.00/square foot or \$2,100.00 - \$2,300.00/Square for that system. (Price includes tear off, labor, and materials for this new roof system)

The above roof system will be designed to meet and exceed the IBC 2021 Wind Uplift Requirements and provide a 20 Year No Dollar Limit Material and Labor warranty.

BUDGET Overlay Roof System:

Below pricing does not include the roof deck repairs.

Once the bad decking is repaired/replaced. The existing roof membranes are left in place. The flashings (sbs membranes and sheet metal are removed and replaced) as part of the new roof system. A 3 ply sbs modified bitumen roof system (base ply Soprafax 612 mechanically fastened sbs membrane, interply sbs membrane polyester reinforced torch applied, with a Granulated polyester reinforced cap sheet torch applied. Installed to meet wind uplift requirements for all roof zones with new Crickets.



The above roof system will be designed to meet and exceed the IBC 2021 Wind Uplift Requirements and provide a 20 Year No Dollar Limit Material and Labor warranty that will include a ponding water rider.

Budget for recover system \$16.00-18.00/sq ft or \$1,600.00 -\$1,800.00/Square. (Price includes labor and materials all new sheet metal.)

HIGH SLOPE ROOF WITH CONCRETE WALL PANELS ON SIDE OF GYM

Existing Roof Deck: Lightweight Insulating Concrete (approx. 4”-6” thick) High Slope 3:12 or 4:12

Existing Roof System: (One roof system consisting of 2 ply SBS Modified bitumen membranes hot mopped over a mechanically fastened base sheet, no insulation over the lightweight insulating concrete) High Slope Area that slopes to a concrete wall with copper counterflashing.

Condition of existing deck: Visual observation of all of the roof deck is recommended to identify how many square feet of roof deck should be repaired/replaced. Areas that the steel form deck is rusted through should be repaired/replaced.

Condition of Existing Roof: The sbs membranes are in much better shape on this portion of the complex. The roof is approx. 8–10-years old. There are several deficiencies with the installed 2 ply sbs membrane roof system. The field membranes were installed and ran up as flashing membranes. The field membranes and flashing membranes should be two separate membranes with the flashing membranes running in the short 3’ direction. The field membranes were run horizontally on a high slope roof deck. These membranes should have been run up hill and mechanically attached to the roof deck to prevent them from sliding and buckling. The membranes are sliding down and beginning to buckle at the base near the wall. The copper counterflashing is falling out of the concrete wall and has several types of sealant used to try and seal the copper counterflashing. At the metal wall panels on the main building the copper counterflashing is in contact with metal wall panels that were cut, and the raw edge is setting on the copper causing a reaction. The gravel guard was made using a galvanized material possibly 26 gauge and is rusting. The gravel guard was not properly made and does not have a wind cleat attached to it.

ROOF DRAINAGE: Poor drainage, The existing roof has a high slope that slopes down to a concrete wall with copper counterflashing that is falling out. There is no way for the water to get off of the roof in this area.

Recommendations for the high slope area: This area would benefit from the roof system including the flashings being removed and properly installed. The copper counterflashing should be removed and replaced with stainless steel or compatible flashings and properly sealed. The roof membranes should be installed up slope in this area with the head laps of the membrane attached down to the structural deck. The field and flashing membranes should be installed independently of one another. New gravel guard installed to meet ES-



1 guidelines. (I do not recommend a recover roof system in this area due to the membranes being run horizontal. The membranes will continue to slide and buckle.)

BUDGET full blown tear off and new 2 ply sbs with tapered insulation and cover board.

Below pricing does not include the roof deck repairs.

-Once the bad decking is repaired/replaced. Tear off the existing roof membranes down to the Lightweight insulating concrete deck, install a tapered insulation system, cover board, and new 2 ply torch applied sbs modified roof system including flashings, new edge metals. Budget \$21.00-23.00/square foot or \$2,100.00 - \$2,300.00/Square for that system. (Price includes tear off, labor, and materials for this new roof system)

The above roof system will be designed to meet and exceed the IBC 2021 Wind Uplift Requirements and provide a 20 Year No Dollar Limit Material and Labor warranty.

Should you have any questions regarding the above information please feel free to contact me at 225-806-9119.

Sincerely,

Matt Kuhlman

Matt Kuhlman
(Manufacturer's Representative)

City of Baker School System
School Board Meeting
Tuesday, October 3, 2023

Type of Item: Action

Agenda Item: Louisiana Compliance Questionnaire

Background Information:

Mrs Stewart will present this item

Attached Items: Louisiana Compliance Questionnaire

**LOUISIANA COMPLIANCE QUESTIONNAIRE
(For Audit Engagements of Governments)**

Dear Chief Executive Officer:

Attached is the Louisiana Compliance Questionnaire that is to be completed by you or your staff. This questionnaire is a required part of a financial audit of Louisiana state and local government agencies. The completed and signed questionnaire must be presented to and adopted by the governing body, if any, of your organization by means of a formal resolution in an open meeting. Independently elected officials should sign the document, in lieu of such a resolution.

The completed and signed questionnaire and a copy of the adoption instrument, if appropriate, **must be given to the auditor at the beginning of the audit.** The auditor will, during the course of his/her regular audit, test the accuracy of the responses in the questionnaire. It is not necessary to return the questionnaire to the Legislative Auditor's office.

Certain portions of the questionnaire may not be applicable to your organization. In such cases, it is appropriate to mark the representation "not applicable." However, you must respond to each applicable representation. A 'yes' answer indicates that you have complied with the applicable law or regulation. A 'no' answer to any representation indicates a possible violation of law or regulation and, as such, should be fully explained. These matters will be reviewed by the auditor during the course of his/her audit. Please feel free to attach a further explanation of any representation.

Your cooperation in this matter will be greatly appreciated.

Sincerely,

Michael J Waguespack, CPA
Louisiana Legislative Auditor

Enclosure

**LOUISIANA COMPLIANCE QUESTIONNAIRE
(For Audit Engagements of Government Agencies)**

**Kolder, Slaven & Company, LLC
P. O. Box 1055
Abbeville, LA 70511**

In connection with your audit of our financial statements as of June 30, 2023 and for July 1, 2022 through June 30, 2023 period of audit) for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with accounting principles generally accepted in the United States of America, to assess our internal control structure as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of September 30, 2023 (date completed/date of the representations).

PART I. AGENCY PROFILE

1. Name and address of the organization.

**City of Baker School Board
P. O. Box 680
Baker, Louisiana 70704**

2. List the population of the municipality or parish based upon the last official United States Census or most recent official census (municipalities and police juries only). Include the source of the information.

12,736

<https://censusreporter.org/profiles/16000US2203985-baker-la/>

3. List names, addresses, and telephone numbers of entity officials. Include elected/appointed members of the governing board, chief executive and fiscal officer, and legal counsel.

See Attached

4. Period of time covered by this questionnaire.

July 1, 2022 through June 30, 2023

5. The entity has been organized under the following provisions of the Louisiana Revised Statute(s) (R.S.) and, if applicable, local resolutions/ordinances.

Yes

6. Briefly describe the public services provided.

Public Education

7. Expiration date of current elected/appointed officials' terms.

December 31, 2026

LEGAL COMPLIANCE

PART II. PUBLIC BID LAW

8. The provisions of the public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration, State Purchasing Office have been complied with.

A) All public works purchases exceeding \$250,000 have been publicly bid.

Yes [**X**] No [] N/A []

B) All material and supply purchases exceeding \$60,000 have been publicly bid.

Yes [**X**] No [] N/A []

PART III. CODE OF ETHICS LAW FOR PUBLIC OFFICIALS AND PUBLIC EMPLOYEES

9. It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes [**X**] No [] N/A []

10. It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes [**X**] No [] N/A []

PART IV. LAWS AFFECTING BUDGETING

11. We have complied with the budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15) R.S. 39:33, or R.S. 39:1331-1342, as applicable:

A. Local Budget Act

1. We have adopted a budget for the general fund and all special revenue funds (R.S. 39:1305). **Yes**

2. The chief executive officer, or equivalent, has prepared a proposed budget that included a budget message, a proposed budget for the general fund and each special revenue fund, and a budget adoption instrument that defined the authority of the chief executive and administrative officers to make budgetary amendments within various budget classifications without approval by the governing authority, as well as those powers reserved solely to the governing authority. Furthermore, the proposed expenditures did not exceed estimated funds to be available during the period (R.S. 39:1305). **Yes**

3. The proposed budget was submitted to the governing authority and made available for public inspection at least 15 days prior to the beginning of the budget year (R.S. 39:1306). **Yes**

4. To the extent that proposed expenditures were greater than \$500,000, we have made the budget available for public inspection and have advertised its availability in our official journal. The advertisement included the date, time, and place of the public hearing on the budget. Notice has also been published certifying that all actions required by the Local Government Budget Act have been completed (R.S. 39:1307). **Yes**

5. If required, the proposed budget was made available for public inspection at the location required by R.S. 39:1308. **Yes**

6. All action necessary to adopt and finalize the budget was completed prior to the date required by state law. The adopted budget contained the same information as that required for the proposed budget (R.S. 39:1309). **Yes**

7. After adoption, a certified copy of the budget has been retained by the chief executive officer or equivalent officer (R.S. 39:1309). **Yes**

8. To the extent that proposed expenditures were greater than \$500,000, the chief executive officer or equivalent notified the governing authority in writing during the year when actual receipts plus projected revenue collections for the year failed to meet budgeted revenues by five percent or more, or when actual expenditures plus projected expenditures to year end exceeded budgeted expenditures by five percent or more (R.S. 39:1311). **Yes**

9. The governing authority has amended its budget when notified, as provided by R.S. 39:1311. (Note, general and special revenue fund budgets should be amended, regardless of the amount of expenditures in the fund, when actual receipts plus projected revenue collections for the year fail to meet budgeted revenues by five percent or more; or when actual expenditures plus projected expenditures to year end exceed budgeted expenditures by five percent or more. State law exempts from the amendment requirements special revenue funds with anticipated expenditures of \$500,000 or less, and exempts special revenue funds whose revenues are expenditure-driven - primarily federal funds-from the requirement to amend revenues.)

Yes [] No [] N/A []

B. State Budget Requirements

1. The state agency has complied with the budgetary requirements of R.S. 39:33.

Yes [] No [] N/A []

C. Licensing Boards

1. The licensing board has complied with the budgetary requirements of R.S. 39:1331-1342.

Yes [] No [] N/A []

PART V. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING LAWS

12. We have maintained our accounting records in such a manner as to provide evidence of legal compliance and the preparation of annual financial statements to comply with R.S. 24:513 and 515, and/or 33:463.

Yes [] No [] N/A []

13. All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes [] No [] N/A []

14. We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes [] No [] N/A []

15. We have had our financial statements audited in a timely manner in accordance with R.S. 24:513.

Yes [] No [] N/A []

16. We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes [] No [] N/A []

17. We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes [] No [] N/A []

18. We have remitted all fees, fines, and court costs collected on behalf of other entities, in compliance with applicable Louisiana Revised Statutes or other laws.

Yes [] No [] N/A []

19. We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes [] No [] N/A []

PART VI. MEETINGS

20. We have complied with the provisions of the Open Meetings Law, provided in R. S. 42:11 through 42:28.

Yes [] No [] N/A []

PART VII. ASSET MANAGEMENT LAWS

21. We have maintained records of our fixed assets and movable property records, as required by R.S. 24:515 and/or 39:321-332, as applicable.

Yes [] No [] N/A []

PART VIII. FISCAL AGENCY AND CASH MANAGEMENT LAWS

22. We have complied with the fiscal agency and cash management requirements of R.S. 39:1211-45 and 49:301-327, as applicable.

Yes [] No [] N/A []

PART IX. DEBT RESTRICTION LAWS

23. It is true we have not incurred any long-term indebtedness without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes [] No [] N/A []

24. We have complied with the debt limitation requirements of state law (R.S. 39:562).

Yes [] No [] N/A []

25. We have complied with the reporting requirements relating to the Fiscal Review Committee of the State Bond Commission (R.S. 39:1410.62).

Yes [] No [] N/A []

PART X. REVENUE AND EXPENDITURE RESTRICTION LAWS

26. We have restricted the collections and expenditures of revenues to those amounts authorized by Louisiana statutes, tax propositions, and budget ordinances.

Yes [] No [] N/A []

27. It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes [] No [] N/A []

28. It is true that no property or things of value have been loaned, pledged, or granted to anyone in violation of Article VII, Section 14 of the 1974 Louisiana Constitution.

Yes [] No [] N/A []

PART XI. ISSUERS OF MUNICIPAL SECURITIES

29. It is true that we have complied with the requirements of R.S. 39:1438.C.

Yes [] No [] N/A []

PART XI. QUESTIONS FOR SPECIFIC GOVERNMENTAL UNITS

Parish Governments

30. We have adopted a system of road administration that provides as follows:

- A. Approval of the governing authority of all expenditures, R.S. 48:755(A).
- B. Development of a capital improvement program on a selective basis, R.S. 48:755.
- C. Centralized purchasing of equipment and supplies, R.S. 48:755.
- D. Centralized accounting, R.S. 48:755.
- E. A construction program based on engineering plans and inspections, R.S. 48:755.
- F. Selective maintenance program, R.S. 48:755.
- G. Annual certification of compliance to the auditor, R.S. 48:758.

Yes [] No [] N/A []

School Boards

31. We have complied with the general statutory, constitutional, and regulatory provisions of the Louisiana Department of Education, R.S. 17:51-400.

Yes [] No [] N/A []

32. We have complied with the regulatory circulars issued by the Louisiana Department of Education that govern the Minimum Foundation Program.

Yes [] No [] N/A []

33. We have, to the best of our knowledge, accurately compiled the performance measurement data contained in the following schedules and recognize that your agreed-upon procedures will be applied to such schedules and performance measurement data:

Parish school boards are required to report, as part of their annual financial statements, measures of performance. These performance indicators are found in the supplemental schedules:

- Schedule 1, General Fund Instructional and Support Expenditures and Certain Local Revenue Sources
- Schedule 2, Class Size Characteristics

We have also, to the best of our knowledge, accurately compiled the performance measurement data contained in the following schedules, and recognize that although the schedules will not be included in the agreed-upon procedures report, the content of the schedules will be tested and reported upon by school board auditors in the school board performance measures agreed-upon procedures report:

- Education Levels of Public School Staff
- Experience of Public Principals, Assistant Principals, and Full-time Classroom Teachers
- Public School Staff Data: Average Salaries

We understand that the content of the first two schedules will be tested and reported upon together.

Yes [] No [] N/A []

Tax Collectors

34. We have complied with the general statutory requirements of R.S. 47.
Yes [] No [] N/A [**X**]

Sheriffs

35. We have complied with the state supplemental pay regulations of R.S. 40:1667.7.
Yes [] No [] N/A [**X**]
36. We have complied with R.S. 13:5535 relating to the feeding and keeping of prisoners.
Yes [] No [] N/A [**X**]

District Attorneys

37. We have complied with the regulations of the DCFS that relate to the Title IV-D Program.
Yes [] No [] N/A [**X**]

Assessors

38. We have complied with the regulatory requirements found in R.S. Title 47.
Yes [] No [] N/A [**X**]
39. We have complied with the regulations of the Louisiana Tax Commission relating to the reassessment of property.
Yes [] No [] N/A [**X**]

Clerks of Court

40. We have complied with R.S. 13:751-917 and applicable sections of R.S. 11:1501-1562.
Yes [] No [] N/A [**X**]

Libraries

41. We have complied with the regulations of the Louisiana State Library.
Yes [] No [] N/A [**X**]

Municipalities

42. Minutes are taken at all meetings of the governing authority (R.S. 42:20).
Yes [] No [] N/A [**X**]
43. Minutes, ordinances, resolutions, budgets, and other official proceedings of the municipalities are published in the official journal (R.S. 43:141-146 and A.G. 86-528).
Yes [] No [] N/A [**X**]
44. All official action taken by the municipality is conducted at public meetings (R.S. 42:11 to 42:28).
Yes [] No [] N/A [**X**]

Airports

45. We have submitted our applications for funding airport construction or development to the Department of Transportation and Development as required by R.S. 2:802.
Yes [] No [] N/A [**X**]
46. We have adopted a system of administration that provides for approval by the department for any expenditures of funds appropriated from the Transportation Trust Fund, and no funds have been expended without department approval (R.S. 2:810).
Yes [] No [] N/A [**X**]
47. All project funds have been expended on the project and for no other purpose (R.S. 2:810).
Yes [] No [] N/A [**X**]
48. We have certified to the auditor, on an annual basis, that we have expended project funds in accordance with the standards established by law (R.S. 2:811).
Yes [] No [] N/A [**X**]

Ports

49. We have submitted our applications for funding port construction or development to the Department of Transportation and Development as required by R.S. 34:3452.

Yes [] No [] N/A [**X**]

50. We have adopted a system of administration that provides for approval by the department for any expenditures of funds made out of state and local matching funds, and no funds have been expended without department approval (R.S. 34:3460).

Yes [] No [] N/A [**X**]

51. All project funds have been expended on the project and for no other purpose (R.S. 34:3460).

Yes [] No [] N/A [**X**]

52. We have established a system of administration that provides for the development of a capital improvement program on a selective basis, centralized purchasing of equipment and supplies, centralized accounting, and the selective maintenance and construction of port facilities based upon engineering plans and inspections (R.S. 34:3460).

Yes [] No [] N/A [**X**]

53. We have certified to the auditor, on an annual basis, that we have expended project funds in accordance with the standards established by law (R.S. 34:3461).

Yes [] No [] N/A [**X**]

Sewerage Districts

54. We have complied with the statutory requirements of R.S. 33:3881-4159.10.

Yes [] No [] N/A [**X**]

Waterworks Districts

55. We have complied with the statutory requirements of R.S. 33:3811-3837.

Yes [] No [] N/A [**X**]

Utility Districts

56. We have complied with the statutory requirements of R.S. 33:4161-4546.21.

Yes [] No [] N/A [**X**]

Drainage and Irrigation Districts

57. We have complied with the statutory requirements of R.S. 38:1601-1707 (Drainage Districts); R.S. 38:1751-1921 (Gravity Drainage Districts); R.S. 38:1991-2048 (Levee and Drainage Districts); or R.S. 38:2101-2123 (Irrigation Districts), as appropriate.

Yes [] No [] N/A [**X**]

Fire Protection Districts

58. We have complied with the statutory requirements of R.S. 40:1491-1509.

Yes [] No [] N/A [**X**]

Other Special Districts

59. We have complied with those specific statutory requirements of state law applicable to our district.

Yes [] No [] N/A [**X**]

The previous responses have been made to the best of our belief and knowledge. We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you and the Legislative Auditor any known noncompliance that may occur subsequent to the issuance of your report.

James T. Stroder _____ Secretary _____ Date

James T. Stroder _____ Treasurer _____ Date

Joyce Burges _____ President _____ Date

ATTACHMENT

PART 1. AGENCY PROFILE

#3. List of names, addresses, and telephone numbers of entity officials:

SCHOOL BOARD MEMBERS	
<p>Ms. Linda Perkins, Member District 1 13308 Ector Drive Baker, LA 70714 225.301.1067 lperkins@bakerschools.org</p>	<p>Ms. Alteen Profit, Member District 2 1957 Hovey Avenue Baker, LA 70714 225.284.8877 aprofit@bakerschools.org</p>
<p>Mrs. Joyce M. Burges, President District 3 2707 McHugh Road Baker, LA 70714 334.868.2351 jburges@bakerschools.org</p>	<p>Ms. Monique Butler, Vice President District 4 1012 Sherron Avenue Baker, LA 70704 225.938.8230 mbutler@bakerschools.org</p>
<p>Ms. Clara Joseph, Member District 5 503 Rue Douceur Drive Baker, LA 70714 225.317.3251 cjoseph@bakerschools.org</p>	<p>Brandon Decuir, School Board Attorney Decuir, Clark & Adams, LLP 732 North Boulevard Baton Rouge, LA 70802 225.346.8716 brandon@decuirlaw.com mmoton@decuirlaw.com</p>
CHIEF EXECUTIVE OFFICER	
<p>James T. Stroder, Interim Superintendent P. O. Box 680 Baker, LA 70704 225.774.5795 jstroder@bakerschools.org</p>	
FISCAL OFFICER	
<p>Sidney Stewart, Business Manager P. O. Box 680 Baker, LA 70704 225.774.5795 sstewart@bakerschools.org</p>	

**Administrative, Instructional and Support Staff Positions
October 3, 2023**

I. Report of Termination

1. LaRon Cannon- Teacher, PRAMS/BMS, effective 09/18/2023
2. Kristy Woods- Bus Operator, District-Wide, effective 09/19/2023

II. Report of Retirement

1. Mr. Henry Knox – Baker High Custodian, personal, effective 09/10/2023

III. Report of Appointments

1. Mr. Carson Bibbs- Science Teacher, PRAMS/BMS effective 09/11/2023
2. Ms. Terrance Jackson, ESS Teacher, Baker High, effective 09/18/2023
3. Ms. Shandria Pierson, Part-Time Bus Operator, effective 09/18/2023
4. Ms. Kyla Belin– Part Time Receptionist, Central Office, effective 09/19/2023
5. Ms. Cindy Jones- SPED Teacher, PRAMS/BMS, effective 09/25/2023
6. Ms. Stacy Jefferson - Teacher (6th-8th), PRAMS/BMS effective 09/25/2023

FILE: B-11

Cf: [A-1](#), [A-5](#)

Cf: [B-11.5](#), [B-12.6](#), [B-12.8](#)

SCHOOL BOARD MEETINGS

The City of Baker School Board has the authority to hold as many School Board meetings per month as the School Board deems necessary. The School Board shall conduct at least one (1) regularly scheduled meeting per month, with the time, date, and place to be published at the beginning of the calendar year. All regular meetings of the School Board shall be held on the first ~~and third~~ Tuesdays of each month at 6:00 p.m. in the School Board office ~~at 14750 Plank Road, Baker, LA 70714 of the Hancock Bank Building located at 3033, Ray Weiland Drive, Baker, Louisiana.~~ From time to time, as circumstances may dictate, the time, the date, and the place for regular meetings may be changed by the School Board.

Special meetings may be called by the President or Vice-President and shall be called by the President at the request, in writing, of a majority of the School Board membership, at the time and place designated by the person calling the meeting.

At any regular or special meeting of the School Board, no business may be transacted which does not come within the purpose or purposes set forth in the agenda for the meeting, except upon ***unanimous approval of the members of the School Board present*** at that meeting. The motion to add an item not on the agenda shall identify the item with reasonable specificity, including the purpose for the proposed addition to the agenda, and shall be entered into the minutes. In keeping with state law and School Board policy, prior to any vote to add an item to the agenda, there shall be an opportunity for public comment on the motion.

The public and news media shall be informed of the dates of all regular and special meetings. All meetings shall be open to the public except meetings that meet the criteria described in Louisiana law for being closed meetings.

Official actions or decisions shall be made only in official meetings of the School Board. No member of the School Board or any committee of the School Board shall have the power to act in the name of the School Board outside of official School Board meetings unless so designated by a majority of the School Board duly convened.

A simple majority of School Board members present and voting may adopt any motion or any policy and/or regulation; otherwise a majority of the full membership or larger is needed when specifically required by law or School Board policy.

QUORUM

A *quorum* for the transaction of official business shall consist of a majority (3) of the members of the School Board. When a quorum of the School Board has convened and neither the President nor the Vice-President is present, the members shall elect one of their number to serve as President for that meeting.

Official meetings of the School Board may only be held when a quorum is present.

Revised: February, 2001
Revised: January 23, 2007
Revised: September, 2008

Approved: February 3, 2009
Revised: July 25, 2018

Ref: La. Rev. Stat. Ann. §§[17:81](#), [42:12](#), [42:13](#), [42:14](#), [42:15](#), [42:16](#), [42:17](#), [42:19](#), [42:20](#), [42:24](#), [42:25](#)

Board minutes, 11-16-99, 12-5-00, 1-23-07, 2-3-09, 7-25-18

City of Baker School Board

FILE: B- 17

Cf:

BOARD MEMBER SITE VISITS

The City of Baker School System Superintendent is authorized under Baker School System Policy B-13 to take action within the school system where the School Board has no formalized policy statement.

The City of Baker School Board Members as part of their function in setting policy for the effective administration of the schools under its authority is permitted to visit schools. The following details the process for a current member of the City of Baker School Board to request a site visit.

School Board Members are required to notify the Superintendent and school principal no less than 24 hours prior to a site visit. The School Board Members are not permitted to conduct site visits during district standardized testing and midsemester examination and final, end-of-year examination periods.

Each School Board Member upon receiving notification of approval of a site-based visit, must check in with the front office. After completing check-in each School Board Member will be escorted during the site visit in the event, the Member requests to view an area other than the front office. Each School Board Member will be required to check out after completing the site visit.

These procedures are necessary for campus safety and accountability of non-assigned, non-essential personnel, who are at a school site during school operational hours. Additionally, nothing contained in this policy supersedes state law.

Discipline	Baker Heights Elementary School	Baker High School	Baker Middle School	Bakerfield	Park Ridge Academic Magnet School	Baker Alternative	Jcampus Total
9/8/2010							0
9/8/2011		52	20				72
9/8/2012		83	28	8			119
9/8/2013		62	59	16			137
9/8/2014	1	244	127	14			386
9/8/2015		66	35		15		116
9/8/2016		20	29	6			55
9/8/2017	1	56	25				82
9/8/2018	34	63	42				139
9/8/2019	42	48	16				106
9/8/2020							
9/8/2021							
9/8/2022	27	82	18		1		128
9/8/2023	7	20	6				33
							134
							Average
<u>Fighting</u>							
9/28/2010	43						
9/28/2011	53						
9/28/2012	86						
9/28/2013	96						
9/28/2014	74						
9/28/2015	52						
9/28/2016	32						
9/28/2017	44						
9/28/2018	59						
9/28/2019	85						
9/28/2020							
9/28/2021							
9/28/2022	58						
9/28/2023	24						
							62
							Average

Covid Virtual School
Still Covid Effect

Teacher Certifications	Certified	Uncertified	Percentage Certified	Percentage Uncertified
8/1/2021	34	42	45%	55%
8/1/2022	25	51	34%	66%
8/1/2023	33	27	55%	45%

Teacher Vacancies

Summer 2021	15
Summer 2022	12
Summer 2023	2