

**City of Baker School Board**  
**Board Meeting Agenda**  
**Tuesday, November 7, 2023, 6:00 P.M.**  
**School Board Office**

**Joyce Burges, President – Presiding**

"Education is the most powerful weapon you can use to change the world." Nelson Mandela.

**A. Meeting Commencement**

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

**B. Welcome of Visitors**

**C. Recognitions**

1. Volleyball Team

**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 School Board Meeting of October 3, 2023.
2. Consideration and Acceptance of Monthly Financial Reports including Budget to Actual Comparisons for the Period Ending September 30, 2023.
3. Consideration and Approval of the following Policies:
  - a. B-4 – Officers of the Board
  - b. B-11 School Board Meetings
  - c. B-17 Board Member Site Visits
  - d. 2023-2024 Parental and Family Engagement Policy
  - e. 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 (Single Point of Entry).
5. Consideration and Approval for Authorization to issue RFP for Furniture and Fixtures for Baker High School Restoration and Renovation Project.
6. Consideration and Approval for Authorization to issue RFP for Project/Program Management to finish the BHS Construction project and FEMA funding.

**F. Information Items**

1. Superintendent's Report on Personnel
2. Committee of the Whole Meeting
3. Superintendent's Search

**G. Announcements**

1. Date of Next Meeting – December 5, 2023

**H. Superintendent's Report**

1. Dr. Smothers Accountability Report
2. Facilities Update-Cameras, Single Points of Entry, Monitoring Software, HVAC.

**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, November 7, 2023**

Type of Item:           Action

Agenda Item:   Consideration and Approval of Minutes

Background Information:

The Board needs to accept the approve the minutes from the September Board Meeting and October Board Meeting

Attached Items:   September 5, 2023 Minutes  
                          October 3, 2023 Minutes

Possible Motion:   Move to approve the minutes from the School Board Meeting of September 5, 2023 and October 3, 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 29<sup>th</sup> 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 Meeting October 3, 2023

### MINUTES

The City of Baker School Board held a public meeting beginning at 6:00 p.m. on Tuesday, October 3, 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 welcomed all visitors to the meeting and referenced the quote at the top of the agenda, "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.

President Burges took roll call:

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

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

Silent Meditation/Prayer was led by Mrs. Joseph followed by the Pledge of Allegiance led by Ms. Lynette Mack.

On motion of Mrs. Profit seconded by Mrs. Perkins, the Board voted to approve the agenda as presented. Voting yes: Perkins, Profit, and Burges. Voting no: Joseph. Absent: Butler.

1. A motion was made by Mrs. Joseph to vote on the approval of the minutes from the September 5, 2023 school board meeting and the minutes from the September 11, 2023 special school board meeting separately. The motion was seconded by Mrs. Perkins. Voting yes: Perkins, Profit, and Joseph. Voting no: Burges. Absent: Butler.

A motion was made by Mrs. Profit to approve the minutes from the September 5, 2023 school board meeting. The motion failed for lack of a second.

A motion was made by Mrs. Profit and seconded by Mrs. Perkins to approve the minutes from the September 11, 2023 special school board meeting. Voting yes: Perkins, Profit, and Burges. Voting no: Joseph. Absent: Butler. The motion passed.

2. On motion of Mrs. Profit seconded by Mrs. Perkins, the Board voted to accept the monthly financial reports including budget to actual comparisons for the periods ending July 31, 2023, and August 31, 2023. Voting yes: Perkins, Profit, and Burges. Voting no: Joseph. Absent: Butler.
3. President Burges recommended the Board table Agenda Item 3: Consideration and Approval of the following Policies:
  - B-4 Officers of the Board
  - 2023-2024 Parental and Family Engagement Policy
  - 2023-2024 School-Parent Compact for:
    - Baker Heights Elementary/Park Ridge Academic Magnet School
    - Baker Middle/Park Ridge Academic Magnet School
    - Baker High School

This is due to state and federal issues that have not been ironed out completely. She asked for a motion. On motion of Mrs. Profit seconded by Mrs. Joseph, the Board voted to table Agenda Item 3. Voting yes: Profit, Joseph, and Burges. Voting no: Perkins. Absent: Butler.

4. On motion of Mrs. Profit seconded by Mrs. Joseph, the Board voted to approve change orders for the Baker High School Construction Project (Roof on Building A). Voting yes: Perkins, Profit, Joseph, and Burges. Voting no: None. Absent: Butler.
5. On motion of Mrs. Profit seconded by Mrs. Perkins, the Board voted to approve the Louisiana Compliance Questionnaire (For Audit Engagements of Governments). Voting yes: Perkins, Profit, Joseph, and Burges. Voting no: None. Absent: Butler.

President Burges took a moment to recognize and thank the following persons:

- Mr. Eric Lewis for the work he's doing with STEM. Our students are involved in many exciting activities.
- Dr. Lisa Smothers for her continued work with the College Level Examination Program (CLEP). A great program where our high school students can get college credit while still in high school.
- Mrs. Tammy Hill for working on determining how many school lunches we serve in a month and working with vendors to improve our lunch menus.
- Our school PTO Presidents for being so active in our schools.
- Mr. Ricky Jones for the outstanding job he is doing with our district website.

### **Information Items:**

1. Superintendent's Report on Personnel  
A report on all personnel actions was provided to the Board prior to the meeting.

2. Superintendent Search Update (via Zoom with Consultant)

Superintendent Search Consultant, Mrs. Renae Mitchell (HALO Solutions) provided an update to the Board on steps completed thus far in the search for the City of Baker School System Superintendent.

**Announcements:**

1. Date of Next Meeting – November 7, 2023

**Superintendent's Report:**

1. Mr. Stroder introduced the newest member of the Central Office staff, Dr. Kimberly Gales-Johnson, Director of Human Resources and Supervisor of K-5 Instruction.
2. Discipline  
One of our goals that we set for this year was to improve student discipline. I went in and looked at data going back to 2010 on discipline referrals. I calculated the number of discipline referrals during the first month of school, and the average over the last 13 years has been 134 discipline referrals during the first month of school. This year we had 33. We feel that our strong stance on fighting, and in not allowing cell phones in the classroom has helped refocus our students on what's happening in the classroom. The district average for fights over the last 13 years in the first two months of school was 62. This year we had 24.
3. Teacher Certification  
In 2021 (the year after COVID), 45% of our teachers were certified and 55% were uncertified. Last year at the beginning of school, that number had dropped to 34% certified and 66% uncertified. This year we have flipped that number. We are now at 55% certified and 45% uncertified. We believe by the end of October we will be closer to 65% certified.
4. Teacher Vacancies  
We looked at teacher vacancies for the last 3 years. Two summers ago, we had 15 teacher vacancies going into the school year. Last summer we had 12 teacher vacancies going into the school year. This year, going into the school year we had 2 vacancies, and as of this date, with the exception of 1 teacher vacancy, we are fully staffed.

**Adjournment:**

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



**City of Baker School System**  
**School Board Meeting**  
Tuesday, November 7, 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 September 30, 2023.

Attached Items: September 30, 2023 Monthly Financial Re

# City of Baker School Board



## FINANCIAL REPORT INCLUDING BUDGET TO ACTUAL COMPARISONS FOR PERIOD ENDING

SEPTEMBER 30, 2023

**CITY OF BAKER SCHOOL BOARD**

FINANCIAL REPORT SUMMARIES INCLUDING BUDGET TO ACTUAL COMPARISONS FOR PERIOD ENDING SEPTEMBER 30, 2023

<b>GENERAL FUND</b>			
<b>REVENUES</b>			
<b>Local Sources</b>			
Ad Valorem	2,537,454	8,284.55	-99.7%
Sales and Use	4,535,205	407,562.19	-91.0%
1% Collections by Sherriff and Pension Fund	62,350	0.00	-100.0%
Interest Earnings	15,000	14,975.31	-0.2%
Donations	5,000	0.00	-100.0%
Other Local	150,500	1,130.59	-99.2%
<b>State Sources</b>			
Minimum Foundation Program	7,343,144	1,437,982.00	-80.4%
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	132,446.00	-8.7%
<b>TOTAL REVENUES</b>	<b>14,919,443</b>	<b>2,060,079.64</b>	<b>-86.2%</b>
<b>EXPENDITURES</b>			
<b>Instruction:</b>			
Regular Programs	3,939,626	435,337.59	-88.9%
Special Education Programs	826,868	93,114.20	-88.7%
Vocational Programs	181,413	34,291.56	-81.1%
Other Instructional Programs	520,005	91,276.20	-82.4%
Special Programs	101,167	4,041.08	-96.0%
<b>Total Instruction</b>	<b>5,569,079</b>	<b>658,060.63</b>	<b>-88.2%</b>
<b>Support Services:</b>			
Pupil Support Services	599,370	97,479.87	-83.7%
Instructional Staff Support	306,265	61,338.91	-80.0%
General Administration	983,219	209,736.47	-78.7%
School Administration	774,499	198,662.48	-74.3%
Business Services	337,205	67,717.34	-79.9%
Plant Services	1,977,779	513,435.92	-74.0%
Student Transportation Services	685,121	206,809.99	-69.8%
Central Services	251,781	31,386.92	-87.5%
Building Improvements (Plant Services)	132,651	7,000.00	-94.7%
Debt Services	603,055	0.00	-100.0%
<b>Total Support Services</b>	<b>6,650,945</b>	<b>1,393,567.90</b>	<b>-79.0%</b>
<b>Total Expenditures</b>	<b>12,220,024</b>	<b>2,051,628.53</b>	<b>-83.2%</b>
LOCAL REVENUE CHARTER SCHOOL TRANSFERS	2,699,309	0.00	
<b>TOTAL TRANSFERS OUT</b>	<b>2,699,309</b>	<b>0.00</b>	
<b>EXCESS of REVENUES OVER EXPENDITURES</b>	<b>110</b>	<b>8,451.11</b>	

**CITY OF BAKER SCHOOL BOARD**  
**CAPITAL PROJECTS FINANCIAL REPORT FOR PERIOD ENDING SEPTEMBER 30 2023**

<b>CAPITAL PROJECTS</b>			
<b>Description</b>	<b>2021-2023 ORIGINAL Construction Budget</b>	<b>2023-2024 APPROVED REVENUES EXPENDITURES</b>	<b>2023-2024 YTD REVENUES EXPENDITURES</b>
<b>REVENUE SOURCES</b>			
FEMA REVENUE	6,266,855.00	5,117,391.00	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
<b>Reserve Funds Transferred In From General Funds</b>	<b>3,901,176.00</b>	<b>3,901,176.00</b>	<b>337,720.00</b>
<b>GENERAL FUND RESERVE Transfer In For Change Order No. 4</b>	<b>0.00</b>	<b>256,377.00</b>	<b>256,377.00</b>
<b>TOTAL REVENUE FOR CONSTRUCTION</b>	<b>22,035,189.71</b>	<b>13,651,030.00</b>	<b>594,097.00</b>
<b>CONTENTS (FURNITURE AND FIXTURES)</b>			
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
<b>TOTAL REVENUE FOR CONTENTS</b>	<b>1,322,872.00</b>	<b>1,322,872.00</b>	<b>0.00</b>
<b>TOTAL REVENUES</b>	<b>23,358,061.71</b>	<b>14,973,902.00</b>	<b>594,097.00</b>
<b>EXPENDITURES</b>			
Change Order No. 4	0.00	256,377.00	0.00
<b>Total Construction and Restoration</b>	<b>20,217,498.00</b>	<b>13,048,426.00</b>	<b>2,966,572.49</b>
Furniture and Fixtures	1,322,872.00	1,322,872.00	0.00
<b>TOTAL EXPENDITURES</b>	<b>21,540,370.00</b>	<b>14,627,675.00</b>	<b>2,966,572.49</b>
<b>Professional and Project Management Services</b>			
Architectural and Professional Services (Amended)	1,817,691.71	346,227.00	99,440.82
<b>Total Professional and Project Management Services</b>	<b>1,817,691.71</b>	<b>346,227.00</b>	<b>99,440.82</b>
<b>TOTAL BAKER HIGH RESTORATION EXPENDITURES</b>	<b>23,358,061.71</b>	<b>14,973,902.00</b>	<b>3,066,013.31</b>
<b>Excess of Revenues Over Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>(2,471,916.31)</b>

**CITY OF BAKER SCHOOL BOARD**

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

<b>SPECIAL REVENUE FUNDS</b>						
<b>FEDERAL AND STATE GRANTS</b>	<b>2023-2024 APPROVED BUDGET</b>	<b>2023-2024 YTD Revenues</b>	<b>2023-2024 YTD Expenditures</b>	<b>2023-2024 Excess/ Deficiency</b>	<b>RECEIVABLES as of 10/31/2023</b>	<b>ADJ DEFICIENCY</b>
<b>Account Title</b>						
CARL PERKINS	15,062.00	0.00	0.00	0.00	0.00	0.00
FOOD SERVICE	815,700.00	0.00	114,414.51	(114,414.51)	171,106.00	56,691.49
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	66,399.04	(66,399.04)	66,399.00	(0.04)
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	9,640.13	(9,640.13)	9,640.13	0.00
TITLE I	838,570.00	0.00	167,550.71	(167,550.71)	167,551.00	0.29
TITLE II	64,850.00	0.00	16,388.36	(16,388.36)	16,388.00	(0.36)
TITLE IV	70,772.00	0.00	5,500.00	(5,500.00)	5,500.00	0.00
DIRECT STUDENT SERVICES	0.00	0.00	69,428.00	(69,428.00)	69,428.00	0.00
SCHOOL REDESIGN	353,318.00	0.00	60,187.03	(60,187.03)	60,187.00	(0.03)
LA - 4 Cecil Picard	253,580.00	13,282.00	12,865.67	416.33	0.00	416.33
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	199,530.38	(199,530.38)	199,530.00	(0.38)
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	411,494.94	(411,494.94)	411,495.00	0.06
ESSER III (EB) - ACHIEVE - INTERVENTIONS	1,028,018.33	0.00	135,934.92	(135,934.92)	135,935.00	0.08
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)	720.00	0.00
IDEA 611 ARP ACHV	58,624.15	0.00	39,729.00	(39,729.00)	39,729.00	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	3,786.36	(3,786.36)	0.00	(3,786.36)
COMPREHENSIVE LITERACY STATE DEVELOPMENT CLSD 6-8	42,160.00	0.00	3,045.52	(3,045.52)	0.00	(3,045.52)
COMPREHENSIVE LITERACY STATE DEVELOPMENT CLSD 9-12	70,000.00	0.00	3,048.56	(3,048.56)	0.00	(3,048.56)
<b>TOTAL - SPECIAL REVENUE FUNDS</b>	<b>9,156,341.02</b>	<b>13,282.00</b>	<b>1,319,663.13</b>	<b>(1,306,381.13)</b>	<b>1,353,608.13</b>	<b>47,227.00</b>

**City of Baker School System**  
**School Board Meeting**  
**Tuesday, November 7, 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  
B-11 School Board Meetings  
B-17 Board Member Site Visits

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.

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## 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><b>Open House/Parent Advisory Council Meeting</b>  <b>BHS – August 22, 2023 @ 6 pm</b>  <b>BHES – August 23, 2023 @ 6pm</b>  <b>BMS – August 24, 2023 @ 6 pm</b>  <i>Join us for our first PAC meeting &amp; to learn more about effective study habits for our students.</i></p>	<p><b>Parent Advisory Council Meeting</b>            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><b>Annual Title I Meeting</b>            September 26, 2023            10:00 am and 6:00 pm  <i>Learn about COBSS School's Title I program.</i></p>	<p><b>Parent Informational Classes</b>            February 22, 2023            Parents come join us for the following:</p> <ul style="list-style-type: none"> <li>• Cooking &amp; Nutrition</li> <li>• Student Testing Information</li> <li>• Health Screenings</li> <li>• Homeowners' Workshop/Financial Planning</li> </ul>
<p><b>STEM Night</b>            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><b>Buffalo Pre-K &amp; Kindergarten Round-Up</b>            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><b>Buffalo Family Night</b>            November 16, 2023 @ 6 pm  <i>Parents are invited to join us for a night of games, food, and fun.</i></p>	<p><b>Parent Advisory Council Meeting</b>            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><b>Pastries with the Principal</b>            December 5, 2023 @ 10 am  <i>Join each principal at their school for a Q&amp;A session concerning grading policies, eligibility, and promotion.</i></p>	<p><i><b>Building Baker Forward</b></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: \_\_\_\_\_

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-7

**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.

**City of Baker School System**  
**School Board Meeting**  
Tuesday, November 7, 2023

Type of Item: Action

Agenda Item: Construction Change Orders

Background Information:

The Construction team will present Change Orders to the board for approval. This Change order is for the single point of entry remodel.

Attached Items: BHS Change Order 006

Possible Motion: Move to Approve the Change Order Number 006.

**City of Baker School System**  
**School Board Meeting**  
Tuesday, November 7, 2023

Type of Item: Action

Agenda Item: RFP for FFE

Background Information:

We need to issue a Request for Proposal for Furniture Fixtures and Equipment for the new High School.

Attached Items:

**City of Baker School System**  
**School Board Meeting**  
Tuesday, November 7, 2023

Type of Item:            Action

Agenda Item:            RFP for Project management

Background Information:

I think it would be a smart idea to partner with a project manager who represents the district for the remainder of the construction project to work with the architect, construction team and FEMA.

Attached Items:    Construction Methods

“Construction delivery” refers to the way in which the construction process is managed and services rendered in order to complete the project. There are a variety of construction delivery methods to choose from.

In K-12 school construction projects, Owners typically use one of three most common construction delivery methods: Construction Manager as Adviser (CMa), Construction Manager as Constructor (CMc), and Design-Bid-Build (DBB) without a construction manager.

### **Role of a Construction Manager**

Two of the three construction delivery methods involve a construction manager (CM). The CM is hired by the project Owner (you) to be the point person who organizes and oversees all aspects of a construction project. This includes:

- Managing the project schedule, including design and construction
- Managing the project budget, including preparing cost estimates during the design process
- Organizing and administering the bidding process
- Serving as the primary point of communication and a liaison between contractors and the architecture/engineering (A/E) firm(s) that designed the building
- Ensuring contractors construct the building according to the exact specifications of the design drawings
- Working with the A/E to review construction work for quality assurance

A CM is essentially a middle man between all major players in the process. They work on behalf of the Owner and are deeply involved in the day-to-day aspects of construction.

### **Construction Manager as Adviser (CMa)**

#### **What is it?**

In this construction delivery method, the CMa performs all functions described above. While the CMa organizes the bidding process and manages the construction process, the Owner contracts directly with the contractors. Typically, the Owner will hold contracts with five to 10 different contractors chosen to complete the construction.

When do you choose it?

CMa is often used for larger, more complex projects—typically over \$5 million. A CMa is paid a fee separate from the construction costs. This is typically 4-8% of the total construction cost. The Owner is essentially paying for a trusted adviser to guide them through the project.

What is your role as the Owner?

As the Owner in the CMa method, you hold the contracts with each contractor. This gives you control over the contractors, as well as the CMa and A/E. It also means you assume the risk associated with those contractual relationships.



## **Construction Manager as Constructor (CMc)**

### **What is it?**

In this method, also known as Construction Manager at Risk (CMAR), the CMc performs all functions described above. However, instead of the contractors being contracted with the Owner, they are contracted with the CMc. The CMc is paid a fee for pre-construction services, as well as a management fee, typically 4-8% of the total construction cost. In CMc, a Guaranteed Maximum Price (GMP) for the cost of construction can also be used.

When do you choose it?

Like the CMa method, CMc allows the Owner to step out of the day-to-day of the construction process by entrusting an experienced party to coordinate and oversee the work. The CMc method transfers the contractual authority and risk to the CMc. This is attractive to many Owners. CMc is often used on projects that require multiple phases of construction, have tight schedules, or have special site constraints.

What is your role as the Owner?

CMc allows you to step back further from the construction process, as you do not hold the contracts with the contractors. You are only contracted with the CMc and A/E. In this method, it's important to establish the process in which construction costs are determined as part of the selection of the CMc.

## **Design-Bid-Build (DBB) without a CM**

### **What is it?**

DBB is the most traditional method of construction delivery. "Design-Bid-Build" describes the sequence of the project: the design is completed; the construction work is competitively bid by contractors; and the lowest, most responsive bidder is chosen. Usually, DBB involves the Owner contracting with one prime contractor—typically a general contractor, or GC—who is responsible for managing all construction activities.

The A/E prepares the design, administers the bidding process, and monitors the construction through its construction administration services. The A/E is not considered the CM, however, and does not have all of the same responsibilities.

When do you choose it?

Not all projects warrant a CM. Smaller, simpler, lower-budget projects do not require pre-construction services, phasing of construction, or as much paperwork and management as larger projects do. In these cases, a GC can typically get the job done.

DBB is a good option for projects less than \$5 million. It is also good for projects that have a relatively straightforward timeline—for example, if work can be completed during summer break—or if the project involves a new building separate from an existing school.

What is your role as the Owner?

The GC is responsible for coordination and communication of construction activities throughout the process. They hold the contracts with sub-contractors and are responsible for the management of cost and schedule. As the Owner, you are responsible for providing the GC with information and decisions in a timely manner to keep the schedule on track. Owners sometimes supplement this by hiring a Clerk of the Works (CoW) or adding Extended Services from their A/E firm.

## **Administrative, Instructional and Support Staff Positions**

**November 7, 2023**

### **I. Report of Non-Continuance of Employment**

1. Antoinette Hollins- Full Time Bus Operator, District Wide, Effective 10/03/2023
2. Carson Bibbs- Full Time Teacher, Baker Middle School, Effective 10/11/2023

### **II. Report of Retirements**

1. Hamilton Brock- Full Time Principal, Baker Alternative Center, Effective 10/31/2023

### **III. Report of Appointments**

1. Mr. Cordell Veal- Part Time Custodian, Central Office, Effective 10/09/2023
2. Ms. Shaquita Everette- Part Time Custodian, Baker High, Effective 10/17/2023
3. Ms. Jennifer Robert- Substitute, District Wide, Effective 10/17/2023
4. Mrs. Billie Hunt- Substitute, District Wide, Effective 10/23/2023
5. Ms. Sandra Pierson- Full Time Bus Driver, District Wide, Effective 10/23/2023

### **IV. Report of Reassignments/Transfers**

1. Mrs. Rita Harrison- Full Time Custodian, Baker Heights, Effective 10/23/2023

### **IV. Report of Sick Leave Request**

1. Mrs. Latasha Weatherspoon- Full Time Paraprofessional, Baker Heights, Effective 11/09/2023



Mr. JT Stroder, Acting Superintendent

# DEPARTMENT *of* ACCOUNTABILITY & ASSESSMENTS

(225) 774-5795, Ext. 736 • City of Baker School Board Office • 14750 Plank Road Baker, Louisiana 70714

## 2023 Spring LEAP Data

Number and Percent of Students at Each Achievement Level for  
Spring 2023 LEAP 2025 Grades 3-8

**I.** What is the number and Percent of students who scored Basic or above by grade level in English/Language Arts and Mathematics (3<sup>rd</sup> – 8<sup>th</sup>)?

Grade	English Language Arts					
	# of Advanced	% of Advanced	# of Mastery	% of Mastery	# of Basic	% of Basic
03	1	1%	19	26%	13	18%
04	0	0%	10	15%	13	20%
05	0	0%	5	9%	21	37%
06	1	2%	8	15%	14	26%
07	1	2%	7	12%	8	13%
08	1	1%	12	14%	34	41%

Grade	Mathematics					
	# of Advanced	% of Advanced	# of Mastery	% of Mastery	# of Basic	% of Basic
03	0	0%	18	25%	18	25%
04	0	0%	1	2%	13	20%
05	0	0%	2	4%	9	16%
06	0	0%	2	4%	9	17%
07	1	2%	0	0%	11	18%
08	0	0%	6	7%	12	14%

**II.** What is the number and Percent of students who scored below basic by grade level in English/Language Arts and Mathematics (3<sup>rd</sup> – 8<sup>th</sup>)?

Grade	English Language Arts			
	# of Approaching Basic	% of Approaching Basic	# of Unsatisfactory	% of Unsatisfactory
03	15	21%	25	34%
04	14	21%	29	44%
05	15	26%	16	28%
06	19	36%	11	21%
07	12	20%	32	53%
08	22	27%	14	17%

Grade	Mathematics			
	# of Approaching Basic	% of Approaching Basic	# of Unsatisfactory	% of Unsatisfactory
03	16	22%	21	29%
04	25	38%	27	41%
05	18	32%	28	49%
06	12	23%	30	57%
07	30	50%	18	30%
08	35	42%	30	36%



# CITY OF BAKER SCHOOL SYSTEM

**Park Ridge Academic Magnet School - Grades: 3<sup>rd</sup> – 8<sup>th</sup>**  
 Three-Year Comparisons In School's Scale Score Average  
 Spring: 2021, 2022, and 2023

**III. Revised:** What is the increase or decrease from Spring 2022 as compared to Spring 2023 LEAP results, by school in English/Language Arts and Mathematics?

<b>3<sup>rd</sup> Grade</b>	<b>English/Language Arts Spring 2021</b>		<b>English/Language Arts Spring 2022</b>	<b>+9</b>	<b>English/Language Arts Spring 2023</b>	<b>+7</b>
	Basic 726		Basic 735		Basic 742	
	<b>Mathematics Spring 2021</b>		<b>Mathematics Spring 2022</b>	<b>+22</b>	<b>Mathematics Spring 2023</b>	<b>-5</b>
	Approaching Basic 713		Basic 735		Basic 730	
Scale Score Average Points Increased/Decreased as Compared from Spring 2022 & 2023 LEAP Results					<b>Math: +7</b>	<b>ELA: -5</b>

<b>4<sup>th</sup> Grade</b>	<b>English/Language Arts Spring 2021</b>		<b>English/Language Arts Spring 2022</b>	<b>+10</b>	<b>English/Language Arts Spring 2023</b>	<b>-12</b>
	Basic 737		Basic 747		Basic 735	
	<b>Mathematics Spring 2021</b>		<b>Mathematics Spring 2022</b>	<b>+27</b>	<b>Mathematics Spring 2023</b>	<b>-21</b>
	Approaching Basic 713		Basic 740		Approaching Basic 719	
Scale Score Average Points Increased/Decreased as Compared from Spring 2022 & 2023 LEAP Results					<b>Math: -12</b>	<b>ELA: -21</b>

<b>5<sup>th</sup> Grade</b>	<b>English/Language Arts Spring 2021</b>		<b>English/Language Arts Spring 2022</b>	<b>-6</b>	<b>English/Language Arts Spring 2023</b>	<b>+16</b>
	Basic 732		Basic 726		Basic 742	
	<b>Mathematics Spring 2021</b>		<b>Mathematics Spring 2022</b>	<b>+4</b>	<b>Mathematics Spring 2023</b>	<b>-4</b>
	Approaching Basic 722		Basic 726		Approaching Basic 722	
Scale Score Average Points Increased/Decreased as Compared from Spring 2022 & 2023 LEAP Results					<b>Math: +16</b>	<b>ELA: -4</b>

<b>6<sup>th</sup> Grade</b>	<b>English/Language Arts Spring 2021</b>		<b>English/Language Arts Spring 2022</b>	<b>+27</b>	<b>English/Language Arts Spring 2023</b>	<b>-17</b>
	Basic 725		Mastery 752		Basic 735	
	<b>Mathematics Spring 2021</b>		<b>Mathematics Spring 2022</b>	<b>+26</b>	<b>Mathematics Spring 2023</b>	<b>-12</b>
	Approaching Basic 710		Basic 736		Approaching Basic 724	
Scale Score Average Points Increased/Decreased as Compared from Spring 2022 & 2023 LEAP Results					<b>Math: -17</b>	<b>ELA: -12</b>



# CITY OF BAKER SCHOOL SYSTEM

**Park Ridge Academic Magnet School - Grades: 3<sup>rd</sup> – 8<sup>th</sup>**  
**Three-Year Comparisons In School's Scale Score Average**  
**Spring: 2021, 2022, and 2023**

<b>7<sup>th</sup> Grade</b>	<b>English/Language Arts Spring 2021</b>		<b>English/Language Arts Spring 2022</b>	<b>+13</b>	<b>English/Language Arts Spring 2023</b>	<b>+4</b>	<b>Exceeded State Average</b>
	Basic 737		Mastery 750		Mastery 754		
	<b>Mathematics Spring 2021</b>		<b>Mathematics Spring 2022</b>	<b>+0</b>	<b>Mathematics Spring 2023</b>	<b>+11</b>	
	Basic 725		Basic 725		Basic 736		
Scale Score Average Points Increased/Decreased as Compared from Spring 2022 & 2023 LEAP Results					<b>Math: +4</b>	<b>ELA: +11</b>	

<b>8<sup>th</sup> Grade</b>	<b>English/Language Arts Spring 2021</b>		<b>English/Language Arts Spring 2022</b>	<b>-19</b>	<b>English/Language Arts Spring 2023</b>	<b>+1</b>
	Mastery 753		Basic 734		Basic 735	
	<b>Mathematics Spring 2021</b>		<b>Mathematics Spring 2022</b>	<b>-23</b>	<b>Mathematics Spring 2023</b>	<b>+11</b>
	Basic 730		Approaching Basic 707		Approaching Basic 718	
Scale Score Average Points Increased/Decreased as Compared from Spring 2022 & 2023 LEAP Results					<b>Math: +1</b>	<b>ELA: +11</b>



# CITY OF BAKER SCHOOL SYSTEM

**Baker Heights Elementary School - Grades: 3<sup>rd</sup> – 5<sup>th</sup>**  
 Three-Year Comparisons In School's Scale Score Average  
 Spring: 2021, 2022, and 2023

<b>3<sup>rd</sup> Grade</b>	<b>English/Language Arts Spring 2021</b>		<b>English/Language Arts Spring 2022</b>	<b>0</b>	<b>English/Language Arts Spring 2023</b>	<b>+12</b>
	Approaching Basic 701		Approaching Basic 701		Approaching Basic 713	
	<b>Mathematics Spring 2021</b>		<b>Mathematics Spring 2022</b>	<b>+4</b>	<b>Mathematics Spring 2023</b>	<b>+14</b>
	Approaching Basic 701		Approaching Basic 705		Approaching Basic 719	
Scale Score Average Points Increased/Decreased as Compared from Spring 2022 & 2023 LEAP Results					<b>Math: +12</b>	<b>ELA: +14</b>

<b>4<sup>th</sup> Grade</b>	<b>English/Language Arts Spring 2021</b>		<b>English/Language Arts Spring 2022</b>	<b>-8</b>	<b>English/Language Arts Spring 2023</b>	<b>+3</b>
	Approaching Basic 713		Approaching Basic 705		Approaching Basic 708	
	<b>Mathematics Spring 2021</b>		<b>Mathematics Spring 2022</b>	<b>+4</b>	<b>Mathematics Spring 2023</b>	<b>-1</b>
	Unsatisfactory 695		Unsatisfactory 699		Unsatisfactory 698	
Scale Score Average Points Increased/Decreased as Compared from Spring 2022 & 2023 LEAP Results					<b>Math: +3</b>	<b>ELA: -1</b>

<b>5<sup>th</sup> Grade</b>	<b>English/Language Arts Spring 2021</b>		<b>English/Language Arts Spring 2022</b>	<b>+5</b>	<b>English/Language Arts Spring 2023</b>	<b>-6</b>
	Approaching Basic 710		Approaching Basic 715		Approaching Basic 709	
	<b>Mathematics Spring 2021</b>		<b>Mathematics Spring 2022</b>	<b>-10</b>	<b>Mathematics Spring 2023</b>	<b>+10</b>
	Unsatisfactory 699		Unsatisfactory 689		Approaching Basic 699	
Scale Score Average Points Increased/Decreased as Compared from Spring 2022 & 2023 LEAP Results					<b>Math: -6</b>	<b>ELA: +10</b>





# CITY OF BAKER SCHOOL SYSTEM

## Baker Middle School - Grades: 6<sup>th</sup> – 8<sup>th</sup> Three-Year Comparisons In School's Scale Score Average Spring: 2021, 2022, and 2023

<b>6<sup>th</sup> Grade</b>	<b>English/Language Arts Spring 2021</b>		<b>English/Language Arts Spring 2022</b>	<b>-5</b>	<b>English/Language Arts Spring 2023</b>	<b>+9</b>
	Approaching Basic 711		Approaching Basic 706		Approaching Basic 715	
	<b>Mathematics Spring 2021</b>		<b>Mathematics Spring 2022</b>	<b>-1</b>	<b>Mathematics Spring 2023</b>	<b>-3</b>
	Unsatisfactory 699		Unsatisfactory 698		Unsatisfactory 695	
Scale Score Average Points Increased/Decreased as Compared from Spring 2022 & 2023 LEAP Results					<b>Math: +9</b>	<b>ELA: -3</b>

<b>7<sup>th</sup> Grade</b>	<b>English/Language Arts Spring 2021</b>		<b>English/Language Arts Spring 2022</b>	<b>+3</b>	<b>English/Language Arts Spring 2023</b>	<b>-10</b>
	Approaching Basic 712		Approaching Basic 715		Approaching Basic 705	
	<b>Mathematics Spring 2021</b>		<b>Mathematics Spring 2022</b>	<b>+6</b>	<b>Mathematics Spring 2023</b>	<b>-7</b>
	Approaching Basic 706		Approaching Basic 712		Approaching Basic 705	
Scale Score Average Points Increased/Decreased as Compared from Spring 2022 & 2023 LEAP Results					<b>Math: -10</b>	<b>ELA: -7</b>

<b>8<sup>th</sup> Grade</b>	<b>English/Language Arts Spring 2021</b>		<b>English/Language Arts Spring 2022</b>	<b>-5</b>	<b>English/Language Arts Spring 2023</b>	<b>+16</b>
	Approaching Basic 713		Approaching Basic 708		Approaching Basic 724	
	<b>Mathematics Spring 2021</b>		<b>Mathematics Spring 2022</b>	<b>-4</b>	<b>Mathematics Spring 2023</b>	<b>+10</b>
	Approaching Basic 703		Unsatisfactory 699		Approaching Basic 709	
Scale Score Average Points Increased/Decreased as Compared from Spring 2022 & 2023 LEAP Results					<b>Math: +16</b>	<b>ELA: +10</b>

As Requested By: Board Member Linda Perkins, District 1  
August 2023 – September 2023