



# Redesign Schools Louisiana

## Regular Board Meeting

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### Date and Time

Saturday December 17, 2022 at 10:00 AM CST

### Location

Dalton Elementary School

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### Agenda

|   | Purpose         | Presenter          | Time            |
|---|-----------------|--------------------|-----------------|
| <b>I. Opening Items</b>   |                 |                    | <b>10:00 AM</b> |
| Opening Items   |                 |                    |                 |
| <b>A.</b> Call the Meeting to Order   |                 | Marie Mullen       |                 |
| <b>B.</b> Record Attendance and Guests  |                 | Marie Mullen       |                 |
| <b>C.</b> Motion to approve the minutes from the September 24, 2022 RSL Regular Board Meeting | Approve Minutes | Marie Mullen       |                 |
| <b>II. Items scheduled for receipt/information</b>  |                 |                    | <b>10:00 AM</b> |
| <b>A.</b> Strongest Link Recognition Awards   | FYI             | Megan McNamara     | 10 m            |
| <b>B.</b> RSL 2021- 2022 Draft Audit Presentation   | Discuss         | Bruno and Tervalon | 20 m            |

|   | Purpose | Presenter      | Time |
|---|---------|----------------|------|
| <b>C. Special Education Advisory Committee Report</b> | FYI     | Meta Johnson   | 10 m |
| <b>D. Superintendent's Report</b>                     | FYI     | Megan McNamara | 10 m |
| <b>E. RSL in Good News</b>                            | FYI     | Candace Lucas  | 5 m  |

**III. Items scheduled for action 10:55 AM**

|   |      |              |      |
|---|------|--------------|------|
| <b>A. Motion to Accept the Resignation of Board Member, Jade Miller</b>   | Vote | Marie Mullen | 5 m  |
| <b>B. Motion to Accept the Resignation of Board Member, Robert Orso</b>   | Vote | Marie Mullen | 5 m  |
| <b>C. Motion to Approve New Board Member Donald Hunter</b>                | Vote | Marie Mullen | 1 m  |
| <b>D. Motion to Approve New Board Member Sheila Banks</b>                 | Vote | Marie Mullen | 1 m  |
| <b>E. Motion to Approve Special Education Recording Policy</b>            | Vote | Marie Mullen | 5 m  |
| <b>F. Motion to Approve Unaudited Financials through October 31, 2022</b> | Vote | Denise Deno  | 10 m |

**IV. Notice 11:22 AM**

**A. Accommodations FYI**

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting:

Redesign Schools Louisiana  
 5959 Cadillac Street  
 Baton Rouge, LA 70811  
 Phone: 225-910-3891

FOR MORE INFORMATION

For more information concerning this agenda, please contact Redesign Schools Louisiana using the information above.

**V. Closing Items**

|   | Purpose | Presenter        | Time |
|---|---------|------------------|------|
| <b>A. Next Regular Board Meeting: Date and Location: Sat., January 21, 2023 at 10:00am - 11:00am at Dalton Elementary</b> | FYI     | Marie Mullen     |      |
| <b>B. Adjourn Meeting</b>   | Vote    | Justin Chatelain |      |

## Coversheet

### Motion to approve the minutes from the September 24, 2022 RSL Regular Board Meeting

**Section:** I. Opening Items  
**Item:** C. Motion to approve the minutes from the September 24, 2022  
RSL Regular Board Meeting  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for RSL Regular Board Meeting on September 24, 2022

APPROVED



# Redesign Schools Louisiana

## Minutes

### RSL Regular Board Meeting

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#### **Date and Time**

Saturday September 24, 2022 at 10:00 AM

#### **Location**

Dalton Elementary  
3605 Ontario Street  
Baton Rouge, LA 70805

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#### **Directors Present**

G. Pope, J. Chatelain, M. Mullen, P. Baldwin

#### **Directors Absent**

*None*

#### **Guests Present**

A. Beck, A. Eason, B. Turner, Candace Square, Georgia Gross, James Finney, Leroy Turner, M. McNamara, Meta Johnson

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

G. Pope called a meeting of the board of directors of Redesign Schools Louisiana to order on Saturday Sep 24, 2022 at 10:15 AM.

#### **B. Record Attendance and Guests**

#### **C. Motion to approve the minutes from the August 20, 2022 RSL Regular Board Meeting**

M. Mullen made a motion to approve the minutes from RSL Regular Board Meeting on 08-20-22.

P. Baldwin seconded the motion.

The board **VOTED** to approve the motion.

## **II. Items scheduled for receipt/information**

### **A. Principal's Report**

Mr. Turner gave presentation.

Ms. Gross gave a presentation.

### **B. Superintendent's Academic Presentation**

Dr. McNamara and Dr. Beck gave presentation.

## **III. Items scheduled for action**

### **A. Motion to approve the Unaudited Financials through June 30, 2022**

Denise Deno gave a presentation.

G. Pope made a motion to Move item A to B and B to A.

M. Mullen seconded the motion.

The board **VOTED** to approve the motion.

P. Baldwin made a motion to approve unedited financials.

M. Mullen seconded the motion.

The board **VOTED** to approve the motion.

### **B. Motion to Approve Secretary, Treasurer, Finance Committee Members, and Superintendent Evaluation Committee Members.**

G. Pope made a motion to Approve Justin as Treasurer.

M. Mullen seconded the motion.

The board **VOTED** to approve the motion.

G. Pope made a motion to Make Baldwin Secretary.

J. Chatelain seconded the motion.

The board **VOTED** to approve the motion.

## **IV. Closing Items**

### **A. Next Finance Committee Meeting: Sat., October 21, 2022 9:00am - 10:00am at Dalton Elementary**

Justin Chatelain discussed.

### **B. Next Regular Board Meeting: Date and Location: Sat., October 21, 2022 at 10:00am - 11:00am at Dalton Elementary**

Pope says thank you to Beck for service as superintendent.

### **C. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:49 AM.

Respectfully Submitted,

A. Eason

# Coversheet

## Motion to Approve New Board Member Donald Hunter

**Section:** III. Items scheduled for action  
**Item:** C. Motion to Approve New Board Member Donald Hunter  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Donald Full Resume- EDS - 2021.edited -12-6-2022.doc



## Resume

Donald Hunter/ CEO  
Evaluative and Development Services Inc.  
5315 Oaklon Avenue  
Baton Rouge, Louisiana 70811  
Phone: 225- 636-9404  
Fax: 225-355-2664  
Email: [donrhunter10252@cs.com](mailto:donrhunter10252@cs.com)

### **Personal Background:**

Born: October 2, 1952  
A native of Monroe, La.  
A resident of Baton Rouge for over 25 years  
Married 48 years to Genita Moore Hunter  
Five Children, 14 Grand Children

### **Education:**

Southern University Baton Rouge- Bachelor of Arts in Political Science  
Southern University Baton Rouge- Master Program Political Science- 28 hours with 3.00 GPA  
Louisiana State University Baton Rouge- Post Bachelor Political Science  
United Theological Seminary, Monroe, Louisiana- Honorary Doctor of Human Letters  
<mailto:unitedtheologicalseminarymonroe@yahoo.com>

### **Certifications and License:**

Military Training- Reserve Officer Training Corps, Senior Division  
Southern University Baton Rouge, June 1, 1972

The United States Civil Service Commission, Dallas, TX.  
Certification in System Analysis, June 30, 1979

Louisiana State Department of Education, Baton Rouge, Louisiana  
Ancillary Certificate Licensed Number: AN003364  
Level A Program Evaluator, State Board of Elementary and Secondary Education  
January 24, 1994

## **Certifications and License:**

Shiloh Missionary Baptist Church, Baton Rouge, Louisiana  
Certificate of License in the Gospel Ministry  
April 11, 1993

East Feliciana Parish Ministers Conference  
Mt. Pleasant Baptist Church, Zachary, Louisiana  
Ordination, Christian Ministry  
March 31, 1996

## **Professional Experience:**

Evaluative and Development Service Inc. Baton Rouge Louisiana  
Position: Chief Executive Officer / Owner  
Provides professional standardize, research, and evaluation for State Agencies, Public Non-Profit, Local School Systems, Faith-Based organizations, and private service providers. Conduct state of the art research in creating new and innovative programs for particular areas of needs relative to education and social problems. Develop Evaluation Designs to standardize the evaluative process by establishing external and internal procedures for data coding, data processing, data analysis, data interpretation, and graphing to prepare qualitative and quantitative reports. Date: March 2000 to present

## **Evaluation contractors:**

Governor John Bel Edwards - Office Louisiana's Youth For Excellence developed and piloted (4) models for education located in schools and churches to provide after-school tutoring for a targeted group of students in math, reading, science, and English and Languish Arts. Standardize test results will be used to direct student instruction in content and homework completion to increase students' proficiency in targeted subject areas. Scale scores identify students' achievement levels and are aligned with descriptors that relate to specific grade-level expectations. Instead, we are using test results from Louisiana Educational Assessment Program (LEAP), Iowa Louisiana Educational Assessment Program (ILEAP), National Assessment Educational Program (NAEP) or Common Core State Standards (CCSS) scale scores are invaluable in addressing each student individual academic strength and weakness. Students with achievement level scale scores at the approaching basic and basic levels are more likely to reach the next achievement level, thereby increasing the academic health of that school. The strategy to complete homework and provide remediation to increase student proficiency to move students from one achievement level to another can be effective. Providing 2-hours of additional instruction four (4) days per week will be central to the goal of this after-school program. Targeted schools will refer students to after-school sights close to their homes or neighborhoods. The sites will be church/community-based, and teachers retired, and active will staff the intervention. Each site will have a counselor to work with parents and address personality and adjustment problems identified by the referring school.

## Evaluation Contractors Cont.

Sceptre Foundation Inc-Black Family Initiative- Family Counseling and After- School conducted Process and Outcome Evaluation, summative assessment, and reports.

Black Family Initiative (BFI) is a collaboration composed of seven multi-denominational churches that were formed to strengthen the black family. The initiative started operation in October 2011, focusing on serving the whole family with parenting training for young mothers, counseling juvenile and at-risk youth, decisions making, tutoring for education, and anger management assessment and treatment. The seven churches who are part of the initiative, Allen Chapel AME, Greater Beech Grove Baptist Church, New Beech Grove Baptist Church, Resurrection Life Family Ministries, First Alpine Baptist Church, Old Antioch Full Gospel, and New Beginning Baptist Church as headquarters. The staff is composed of Lead and Lay counselors; the Lead counselors are license clinicians. Since its inception, the initiative has provided over 2000 home-based counseling sessions.

During 2016 BFI's scope of services was expanded to address the family's crisis brought on by the August 2016 Flood. The expanded services include disaster assistance, case management, counseling of parents and children to cope and survive losing their homes, materials possessing and vehicles, and managing meeting the immediate needs of food, clothing, water, housing. BFI's disaster assistance services are ongoing.

The data contained in this report focuses on BFI services provided during 2016 and to date in 2017. It is inclusive of BFI's After-School, Disaster- Assistance, and HomeBased Counseling. The Wilson Foundation is the primary source of funding; the contribution list is inclusive of Greenwood Homes Subdivision, Entergy, Greater New Orleans Fair Housing Center, St. Anthony's Alliance, Albuquerque NM, Body of Christ Ministries, NC, Istrouma Baptist Church, The Chapel LSU, Senator Greg, and Velma Tarver, Walk for Humanity, and others mentioned in the report.

Southern University College of Education – Laser Interferometer Gravitational-Wave Observatory Project (LIGO) Process and Outcome evaluation, summative assessment, and reports. Southern University at Baton Rouge of Education and Department of Physics, Mathematics, and Science and Mathematics Doctoral Programs continue to collaborate with Laser Interferometer Gravitation Wave Observatory (LIGO), the San Francisco Exploratorium, and Louisiana Gaining Early Awareness and Readiness for Undergraduate Programs (LA GEAR-UP): Three (3) major components of this collaboration are producing outcomes, SUBR-LIGO Inquiry Lab, SUBR-LIGO Docents Program significantly, and SUBR-LIGO Project MISE. As noted in the SUBR Phase II Year-2 Annual Report, the evaluation will focus on four key areas: docent training, SUBR LIGO Inquiry Laboratory, pre-service teacher training, and in-service teacher professional development, and 2 Science/Mathematics Education Doctoral (SMED) doctoral students who are conducting their dissertation research on LIGO related topics.

## **Evaluation Contractors Cont.**

Louisiana Department of Social Services, Office of Family Support,  
Project Sanction Release

Evaluation: Research design to determine if sanction occurrences decreased when Temporary Assistance to Needy Family recipients received counseling and family support services designed to strengthen the recipient's parenting skills, job skills, and educational development through GED assistance.

Louisiana Department of Corrections, Dixon Correctional Institute  
Enhance Job Skills Program

Evaluation: Research design to determine would inmates who received job skills training, and GED recidivate at a lesser rate than those who did not participate in the program. Substance abuse training and testing was also a component of the program in its initial stage.

East Baton Rouge Parish Head Start  
Early Childhood Education

Evaluation: Research design to administrate pre and post-Brigance (Criterion Reference, and Norm Referred), Early Childhood Environmental Rating Scale-Revised (Environmental Assessment), and Creative Curriculum (Criterion Reference) instruments to determine the level of gains within the student population and classroom environment. Teacher qualification data, student attendance, parent's demographic, and comparison between Louisiana Pre K and EBR Head Start was also an aspect of the evaluative process.

The Conner Stone Ministries – Healthy Lives Healthy Choices – North Carolina  
Healthy Lives/Healthy Choices provided capacity building and conducted health screenings at twelve (12) different locations composed of African American churches, local government organizations, and a community organization. There was a total of 227 participants who participated in the health screening activities. The majority of participants come from African American churches.

Baton Rouge Young Christian Women Association  
US Department of Education Family Resource Program

Evaluation: Research design to examine the HIPPY program to determine the effect of parental involvement activities on at-risk students' development in gross motor and fine motor skills.

Rapides Area Foundation, Eight-District Baptist Association  
Home Centered Educational Design, Rapides local school system

Evaluation: Research design to examine a pilot program that structured the home environment two hours per day for at-risk students focusing on a homework assignment to increase Title I student performance in math reading and writing. The program was a collaboration between the Eight District Baptist Association, Rapides Area Foundation, Rapides Parish School system, Baton Rouge YWCA, and the US Department of Education, Family Resource Center.

## **Evaluation Contractors Cont.**

Southern University, College of Education, Title III

Evaluation: Research design to determine the rate of compliance of the College in implementation of the Title III grant. Examination of program data to determine the extent that consultative expertise for the effective coordination and planning of respective self-study preparations to achieve compliance with accreditation standards during mock accreditation reviews design to comply with standards set by the National Council for the Accreditation of Teacher Education (NCATE), Council for the Accreditation of Counseling and Related Programs (CACREP), National Recreation and Park Association (NRPA), and Louisiana Board of Regents

Urban Restoration Enhancement Corporation, State Department of Education  
Saturday Academy Educational Enhancement

Evaluation: Evaluation design to determine the level of gains in Math, Reading, and Writing for at-risk students who participated in the Louisiana State Department of Education, Saturday Academy program where the students received individualized instruction by reducing teacher-student ratios to 1 to 15, and counseling. Attendance and parent demographic and comparisons between LEAP and IOWA test scores of public schools were also part of the evaluative process.

Public-Private Ventures, US Department of Justice, and Baton Rouge Juvenile Court  
Home Centered Education Design for high risk juvenile direct services

Evaluation: Research design to monitor, counsel, and train parents and children to reduce the rate of recidivism for juvenile offenders. The program provided for direct coordination with the East Baton Rouge Parish Juvenile Court Probation Officers to report an assessment relative to compliance with the court order.

McBride and Associates

College Bound program for Title I elementary and middle school students

Evaluation: Research design to focus on 3<sup>rd</sup> through 5<sup>th</sup>-grade students and parents in preparing for post-secondary education. The program works directly with universities colleges of education in Louisiana, Georgia, Arkansas, and Florida to identify teacher candidates to serve as mentors for targeted students by conducting six visits to elementary schools to share their college experiences, after which McBride incurred the cost for each elementary school group to visit the post educational institution of their choice. The emphasis was to aid students and parents in starting early preparing for post-secondary education instead of beginning preparation in the 9<sup>th</sup> grade.

East Baton Rouge Parish

J.K. Haynes Charter School Annual Evaluation

Evaluation: Research designed to examine demographics, establish profiles of students and parents, analyze pre-and post- LEAP test scores to determine stanine and quartile rankings in Mathematics and Reading, and analyze IOWA test scores to assess national ranking and compare both tests outcomes to similar schools.

## Work Experience

Evaluative and Development Services Inc.

Chief Executive Officer- Evaluative and Development Services, Inc. (EDS), a minority-owned Baton Rouge-based management, research, evaluation, and development company with over 30 years of conducting evaluations for social, educational, and health programs; providing professional, standardized, research, and evaluation for state agencies, public, non-profit organizations, local school systems, faith-based organizations, and private service providers; conducting state of the art research in creating new and innovative programs for particular areas of need relative to low income, disadvantage members in our state; and developing evaluation designs to standardize the research process by establishing external and internal procedures for data collection, coding, processing, analysis, and interpretation to assume accurate qualitative and quantitative reporting and recommendations.

The staff consists of a CEO with certification by the Louisiana State Board of Education and Secondary Education to conduct program evaluations;

Two (3) Ph.D. level staff persons serve as research and development supervisors. Each is certified by the Louisiana State Board of Education to conduct formal program evaluation and assessment. Supervisors conduct independent research and evaluation while also working with and supervising data collection, data coding, data processing, data analysis, data interpretation, and work independently in data interpretation and writing reports;

Presently under the umbrella of EDS are two none- profits, Sceptre Foundation Inc. and Baton Rouge Zion City Community Housing Development Organization (CHDO). Within this system are employed (9) Counselors, (1) Attorney, (1) Clinical Social Worker, and (12) Teachers.

Date: 2000 – 2018

McBride and Associated

Position: Southeast Regional Associate for the McBride Foundation

Responsible for implementation, internal evaluation, and administration of McBride Foundation's College Bound program throughout the Southeast Region inclusive of Louisiana, Arkansas, Florida, and Georgia. Primary Responsibility was to identify universities, post-secondary educational institutions, and job placement organizations to work with Title One Elementary school to prepare 4-6 students for post-secondary academic development. The implementation process involved working with post-secondary institutions Office of Register, Deans of Education, and teacher candidates to arrange meaningful interaction between college education students and targeted elementary classes. At the end of six interacting sessions, McBride incurred the cost for the elementary schools to visit the post-secondary institutions.

Date: July 1, 1999- February 20, 2000

## **Work Experience Cont.**

Louisiana State Department of Education, Division of Support Programs, Bureau of Adult Education

Position: Program Administrator

Primary Responsibility was to work directly with the Division Director in administering two statewide federal programs, the State Office of Adult Education and Training and the State Office of Veterans education, with the Responsibility to develop state plans, computerize state office functions, approve local school system adult education annual plans, review universities /colleges application for Veterans education funding and create/ present yearly reports to the Division Director and State Board of Elementary and Secondary Education.

Date: September 1997 - June 30, 1999

Louisiana State Department of Education, Division of Academic Programs

Position: Section Administrator

Job duties included Responsibility for administering and developing programs to address particular areas of need. To make presentations to the Louisiana Legislature and State Board of Elementary and Secondary Education to secure funding for specific programs. Job duties also included the Responsibility to administer the After School statewide network, direct supervision for 8 Education Program Managers, and present annual evaluation reports to the State Superintendent of Education and the Louisiana Legislature concerning the outcome of pilot program operation.

Date July 1, 1985-September 24, 1997

Louisiana State Department of Education, Division of Research and Development, Bureau of Research

Position: Acting Bureau Administrator

Job duties included administering a bureau responsible for conducting research, dissemination, and developing new programs for statewide implementation by the Louisiana State Department of Education. Also, to supervise seven full-time staff persons, who were responsible for management and operation of the pilot programs, assisted other Divisions within the Department in addressing particular areas of need, and presented new programs to the State Superintendent and the Louisiana Legislature.

Date: June 30, 1984 - June 30, 1985

Louisiana State Department of Education, Division of Research and Development, Bureau of Evaluation

Position: Education Program Specialist / Evaluation

Work directly with the Division Director in instituting the standards for formal evaluation by assisting in training and staff development for 66 local school systems, working with the State Board of Elementary and Secondary Education to establish the certification and licensing process for Level A and Level B evaluators.

Job duties also included serving as lead evaluator for statewide programs evaluation, including developing evaluative designs, data collection instruments, evaluation questions, data analysis, interpreting, and writing evaluative reports. Included in my job duties was the

## **Work Experience Cont.**

Responsibility to present the evaluation results to the State Board of Elementary and Secondary Education, the State Superintendent of Education, and the Louisiana Legislature.

Date: May 1, 1980- May 30, 1984

Louisiana State Department of Urban and Community Affairs

Position: Flood Plain Management Planner III

Job Duties included working directly with the United States Office of Federal Emergency Management Agency (FEMA), implementing emergency management plans for the state of Louisiana, and working with US Geological Survey in educating Louisiana's cities, towns, and communities about Flood Plain Management. To help assure that the highest level of safety would be maintained in the case of a natural disaster, educating Louisiana's resident to read Flood Plain Management Maps which would aid in identifying flooded areas.

Date: January 5, 1978- April 30, 1980

Louisiana State Department of Health and Human Resources, Office of Comprehensive Health Planning

Position: Health Planner II

Job Duties included working with Health System Agencies, policymakers, and services providers to implement Public Law 93-641, Comprehensive Health Planning Act. Work under the direct supervision of a Health Planner IV to create state policy to direct the development of a comprehensive health service delivery system design to improve upon the level of health care for rural and urban areas in Louisiana.

Date: January 11, 1976- December 30, 77

## **Appointments:**

State of Louisiana, Executive Office: Appointed by the Governor to serve as a member of the Board of Directors for the statewide One Church One Addict program  
November 15, 1994 - September 24, 1997

State of Louisiana Executive Office: Appointed by the Governor to serve as a member of the Louisiana Home Instruction Program for Preschool Youngster  
August 11, 1993 - September 24, 1997

## **Special Accomplishments:**

2018 – Presented to Louisiana Senate Finance Committee the importance of addressing the academic gap and conditions in the black family for our children to be successful in education.  
[http://senate.la.gov/video/videoarchive.asp?v=senate/2018/05/053118FNCE\\_0](http://senate.la.gov/video/videoarchive.asp?v=senate/2018/05/053118FNCE_0)

2012 – Created the Glen Oaks West Home Owners Association

2011 – Developed the Black family Initiative ([The Black Family Initiate .org](#))



2011- Created the Baton Rouge Zion City Glen Oaks CHDO

2002 - Founder of New Beginning Baptist Church

2001 - Created Sceptre Foundation Inc.

2000 - Created Evaluative and Development Services Inc.

1999 - Developed the Louisiana Department of Education, State Plan of Operation for Veterans Education

1999 - Master Mason True Light Lodge 313

1998 - Serve as the Primary Writer for the Louisiana State Department of Education, Division of Adult Education and Training, State Plan of Operation

1996 - Served as an Education Development Consultant for Danville Virginia City School System to develop and implement After School Tutoring programs - <http://www.dcbtp.com/about/>

1996 – Appointed Vice President Fourth District Religious Institute

1996 – United States Department of Education Secretary Riley placed the Louisiana State Department of Education After-School Design in the Library of Congress

1996 - Served as an Education Development Consultant for the US Department of Education and Arlington Virginia 2<sup>nd</sup> Joint National Conference on ☐ Alternatives to Expulsion and Suspension

1996 - Louisiana State department of education Program presented on Peter Jennings World News

1996 - Executive Office of the Governor Award for Bringing National Recognition to the State in the Field of Education

1996 – Fourth District and East Feliciana Ministerial Conference Ordained to Preach the Gospel

### **Special Accomplishments Cont.**

1995 - Executive Office of the Governor Award for Special Recognition and Commitment to Excellence in Education

1993 – Licensed to Preach the Gospel Shiloh Missionary Baptist Church

1990 - Executive Office of the State Superintendent of Education Award for going Above and

## Beyond the Call of Duty in the Interest of Education

1990 - Outstanding Alumnus for Community Service, Southern University Baton Rouge, Department of Political Science

1987 - Executive Office of the State Superintendent of Education Award for Outstanding Contributor to the Education of our Children – (4 Days)

1987 – Chairman NAACP March from Tallulah Louisiana to Monroe to place emphasis on the Black family, education, and the need for the Middle Class to reach back

1985 – Created Louisiana State Department of Education After-School Tutorial Program, it grows to 222 Sites statewide

1985 – Co-Chairman NAACP State -Wide 19- day March from Shreveport to Baton Rouge to emphasize on the underrepresentation of the black eligible vote and education (16 days)

1983 - Teacher Certification Institute in conjunction with Education Testing Service to prepare minority teachers for the National Teachers Exam.

1982 – Chairman Board Deacon Greater Beech Grove Baptist Church

1980 – Ordain Deacon Greater Beach Grave Baptist Church

1980 – Sunday School teacher Greater Beech Grove Baptist Church

## **References:**

Available upon Request



# Coversheet

## Motion to Approve New Board Member Sheila Banks

|                          |  |
|--------------------------|--|
| <b>Section:</b>          | III. Items scheduled for action                    |
| <b>Item:</b>             | D. Motion to Approve New Board Member Sheila Banks |
| <b>Purpose:</b>          | Vote   |
| <b>Submitted by:</b>     |  |
| <b>Related Material:</b> | Curriculum Vitae.docx                              |

**Shelia D. Banks**  
**1308 Lake Frances Dr.**  
**Gretna, LA 70056**  
**(504)701-0901 | [sbanks@niet.org](mailto:sbanks@niet.org)**

### **Professional Profile**

- Extensive leadership and administrative experience national and local organizations
- Director-level experience with ability to build capacity in team members
- Strong ability to effectively manage multiple projects
- Outstanding track record of content development with proven results
- Extensive experience providing professional development on a local and national level
- Creative and practical thinker able to create educational or professional content, trainings, and programs

### **Education, Honors, and Certifications**

#### **Doctoral Candidate: Doctorate of Professional Studies with a concentration in Instructional Design Leadership**

Franklin University, Columbus, OH. Anticipated date of graduation: May 2023

#### **Teaching in Higher Education credential issued by Franklin University**

Franklin University, April 2021. Verified on credly.com

#### **M.A. Educational Leadership**

Xavier University of Louisiana, New Orleans, 2014

#### **B.S. Biological Sciences**

Louisiana State University, Baton Rouge, Louisiana, 2004

#### **Teaching Certification**

Educational Leader 1 license ([EDL 1 589291](#)), Louisiana Level 3 Teaching Certificate ([LEVEL 3 540996](#))

**2012 Frontiers in Physiology Professional Development Fellowship Awardee**

**2013 National Science Teachers Association Teacher Academy Fellowship Awardee**

**2013 Teacher Leadership Award, Cross State Learning Collaborative**

**2013 Inspirational teaching Award, Nichols State University, November 2013**

**2014 Xavier University of Louisiana Certificate of Achievement-4.0 GPA upon graduation**

**2015 Literacy Design Collaborative Exemplar Module and Mini-Task Author**

**2019 Distinguished Service Award, National Institute for Excellence in Teaching**

**2020-Current: Jefferson Parish Schools Superintendent's Parent Council**

### **Employment**

#### **Senior Specialist, National Institute for Excellence in Teaching: June 2019-Current**

- Provide high quality in-person and virtual professional development, training, coaching, and support to district leaders, school leaders, teacher leaders, and teachers to improve educator effectiveness that leads to student growth
- Accountable for overall success and day-to-day improvement of leadership teams,

- professional development coordinators, leader coaching, and program/data analysis
- Organizational needs assessment expert and facilitator
- Featured in the journal publication Special Ed Connections: Four best practices in remote learning for students with disabilities  
(<https://www.dropbox.com/s/esu9y2fpqxz2bgr/4%20best%20practices%20in%20remote%20learning%20for%20students%20with%20disabilities.pdf?dl=0>)
- Use expertise to support NIET initiatives and operations, including service delivery, and leading work teams
- Virtual product development Steering Committee, annual national summer institute content development team, and annual national conference content development session development leader
- Develop and conduct presentations at conferences and other national and regional events

**Director of the Teacher Advancement Program & Academics, Orleans Parish School Board: July 2015-June 2019**

- Supervise and monitor the teacher evaluation system and academic programming at all board operated schools
- Presenter for the National Institute for Excellence in Education on the state and national level
- Write federal and state grants to fund programs and resources
- Support principal and leadership team by providing site-specific resources and guidance
- Serve on state committees and participate in standards reviews, materials reviews, and other items as needed by the Louisiana Department of Education
- Coordinated a broad review of district assessment protocols and schedules
- Analyze assessment data and prepare reports for individual schools that include areas of strength, improvement, and instructional implications
- Collaborate with schools to coordinate course progressions and diploma pathways
- Supervise and monitor curriculum, instruction, and assessments
- Co-Coordinate Summer programming for network and charter schools
- Successfully managed academic support teams
- Coordinated collaboration between school leadership teams across a variety of schools

**School Support Specialist, Jefferson Parish Public Schools Central Office: July 2013-June 2015**

- Content Specialist in science, math, and ELA
- Presenter: National level conference presentation sites- Southern Regional Educational Board, Bill & Melinda Gates Foundation Elevating and Celebrating Effective Teachers Convening, American Middle Level Educators conference (upcoming October 2015)
- State level conference presentation sites: Louisiana Department of Education Teacher Leader Summit, Louisiana Science Teachers Association conference, Striving Readers Comprehensive Literacy Personal Exchange Network conference
- Teacher Practice Networks Lead coordinator involving the Literacy Design Collaborative and the Common Writing Assessment project
- PARCC assessment item reviewer-ELA K-2 Formative Assessments
- Served as an instructional coach to increase teacher performance
- Disaggregated achievement data and assisted principals with creating action plans
- AdvancED district accreditation Teaching and Learning committee

- Middle Grades Summer Institute curriculum developer and coordinator
- Coordinated visits to Jefferson Parish Schools for state legislators and private organization CEO/Directors

#### **Louisiana Department of Education Teacher Leader Advisor-October 2013-2015**

- Collaborate with state curriculum and assessment leaders to facilitate the transition to college and career readiness standards
- Teamed with state assessment writers to create test items to be added to the Eagle Assessment Database
- Partnership for Assessment of Readiness for College & Careers Educator Leader Cadre member representing Louisiana
- ELA Virtual Book Club professional development facilitator (online webinars and recordings)
- Presenter at state Teacher Leader Summit and state Teacher Leader networking events across the state
- Advocate for a public education system that promotes college and career readiness for all students

#### **Teachingchannel.org Coaching Think Tank Instructional Coach and Blogger-2013-2016**

- Collaborated with a team of teachers, experts, and web designers to create an online professional development course for Literacy Design Collaborative training
- Facilitator (instructor) for online course that provides training to teachers around the nation in implementation of the Literacy Design Collaborative
- Filmed by teachingchannel.org for executing effective teaching in a science classroom:  
<https://www.teachingchannel.org/videos/ccss-literacy-science-classroom>
- Publish periodic blogs related to instructional coaching:  
<https://www.teachingchannel.org/blog/author/sheliabanks/>

#### **Secondary Science Educator, Jefferson Parish School System-John Ehret High School**

##### **August 2011- June 2013**

- Teacher of Physics, Anatomy/Physiology, and Physical Science
- Beta Club Sponsor
- Student mental health mentor and committee member
- District science textbook adoption committee
- Literacy Design Collaborative Program trainer
- Teacher Leader representative for the Superintendent's Teacher Leader Cadre

#### **Special Education Teacher, Jefferson Parish School System-Terrytown Elementary, Dolhonde Elementary**

##### **August 2009-May 2011**

- Mild/Moderate teacher (resource, inclusion, self-contained autistic)
- Academic and Behavior Intervention Team member
- Special Education Department Head: 2009-2010 school year (Terrytown)
- Coordinator for Very Special Arts Week (Terrytown)
- Expert at integrating academic and behavioral strategies to provide students with access to rigorous instruction

**Special Education Teacher, East Baton Rouge Parish Schools-Southdowns Pre-K Center  
February 2006-May 2009**

- Inclusion setting teacher and expert resource development
- Extended Day Program Coordinator
- Member of district-wide curriculum writing team
- Successfully collaborated with regular education teachers for Individual Education Plans

**Other Relevant Employment**

- Dillard University Emerging Scholars Program Saturday teacher (January 2012-April 2012)
- Middle School Math Teacher (January 2005-May 2005)
- Substitute Teacher-East Baton Rouge Parish School System (August 2004-January 2005)

*References available upon request*



# Coversheet

## Motion to Approve Special Education Recording Policy

|                          |   |
|--------------------------|---|
| <b>Section:</b>          | III. Items scheduled for action                         |
| <b>Item:</b>             | E. Motion to Approve Special Education Recording Policy |
| <b>Purpose:</b>          | Vote  |
| <b>Submitted by:</b>     |   |
| <b>Related Material:</b> | ACT 456 Policy (RSL).docx                               |

## **REDESIGN SCHOOLS LOUISIANA (RSL)**

### **VIDEO SURVEILLANCE OF SPECIAL EDUCATION SETTINGS PROCEDURES**

#### **DEFINITIONS**

“Parent” means a parent or legal guardian whose child receives special education and related services per the Individuals with Disabilities Education Act and is assigned to one or more self-contained classrooms or other special education settings for at least fifty percent of the instructional day instructional day.

“Classroom” shall mean a self-contained classroom or other special education setting in which a majority of students in regular attendance are provided special education and related services and are assigned to one or more self-contained classrooms or other special education settings for at least fifty percent of the instructional day. “Classroom” shall not mean special education classrooms and other special education settings where the only students with exceptionalities receiving special education and related services are those who have been deemed to be gifted or talented and have not been identified as also having a disability.

“Self-contained classroom” means a classroom on a regular RSL it a request to the principal or the principal’s designee of the school or campus addressed in the request, and the principal or designee must provide a copy of the request to the administrator.

RSL shall provide a response to a request not later than the ***seventh school business day*** after receipt of the request by the person to whom it must be submitted that either authorizes the request or states the reason for denying the request. RSL ***shall begin operation of a video camera in compliance with this policy not later than the 45th school business day***, or the first school day after the 45th school business day if that day is not a school day, after the request is authorized.

#### **NOTICE OF CAMERA PLACEMENT**

RSL shall provide written notice of camera placement to all who enter a classroom where a camera is installed, including teachers and other school employees, students in the classroom, the students’ parents and legal guardians, and authorized visitors.

#### **RESTRICTIONS ON VIDEO RECORDING**

Video cameras must be capable of covering all areas of the classroom or other special education setting, including a room attached to the classroom or setting used for time-out. Video cameras must also be capable of recording audio from all areas of the classroom or other special education setting, including a room attached to the classroom or setting used for time-out.

RSL shall not place the camera in a location or area designated for students to change or remove clothing, including the interior of a restroom.

#### **TIMES OF OPERATION**

Cameras shall be operational at all times during the instructional day when students are in the self-contained classroom or other special education setting.

RSL shall operate and maintain the video camera in the classroom or setting, as long as the classroom or setting continues to satisfy the requirements under this policy, for the remainder of the school year in which the school or campus received the request, unless the requestor withdraws the request in writing.

If for any reason RSL will discontinue operation of a video camera during a school year, not later than the fifth school day before the date the operation of the video camera will be discontinued, RSL shall notify the parents of each student in regular attendance in the classroom or setting that operation of the video camera will not continue unless requested by a person eligible to make a request.

Not later than the tenth school day before the end of each school year, the school or campus must notify the parents of each student in regular attendance in the classroom or setting that operation of the video camera will not continue during the following school year unless a person eligible to make a request for the next school year submits a new request.

This policy applies to placement, operation, and maintenance of a video camera in a self-contained classroom or other special education setting during the regular school year and extended school year services.

### **PROCEDURE FOR REQUESTING ACCESS TO RECORDINGS**

#### *(a) Persons Eligible to Request Access in Response to an Alleged Incident.*

Under limited circumstances, the following individuals may access video recordings in response to an alleged Incident:

- (1) a Staff Member involved in an Incident that is documented by a video recording for which a complaint has been reported to RSL;
- (2) other RSL employees involved in an Incident documented by a video recording for which a complaint has been reported to the School;
- (3) a Parent of a student involved in an Incident that is documented by a video recording for which a complaint has been reported to RSL;
- (4) appropriate Department of Family and Protective Services (“DCFS”) personnel as part of an investigation;
- (5) a peace officer in response to a complaint or investigation of an Incident;
- (6) a school nurse in response to a complaint or investigation of an Incident;
- (7) an administrator trained in de-escalation and restraint techniques in response to a complaint or investigation of an Incident;
- (8) a human resources staff member designated by RSL’s Board of Trustees/Directors in response to a complaint or an investigation of an Incident; or
- (9) appropriate RSL or State Board for Educator Certification personnel or agents as part of an investigation.

#### *(b) Child Abuse and Neglect Reporting*

If a person described by numbers (5) – (9) above views a video recording and has cause to believe that the recording documents possible abuse or neglect of a child, the person must file a report with DCFS or other authority in accordance with Board policy.

If any person described by subsections (5) - (9) above who views the recording believes that the recording documents a possible violation of RSL policy, the person may allow access to the recording to appropriate legal and human resources personnel. A recording believed to document a possible violation of RSL policy relating to the neglect or abuse of a student may be used as part of a disciplinary actions against RSL personnel and shall be released at the request of the student’s parent in a legal proceeding.

(c) *Parental Requests*

A parent or legal guardian request to review must fall into one of the above categories and allege an Incident. The individual must file an Incident Complaint and Request to Access Video Recordings. On this Form, the individual must assert an:

- (1) Incident involving alleged:
  - a. Abuse of a student by a RSL employee;
  - b. Neglect of a student by a RSL employee;
  - c. Physical Abuse of a student by another student; or
  - d. Sexual Abuse of a student by another student
- (2) The incident must have allegedly occurred in a Self-Contained Classroom or Other Special Education Setting in which video surveillance is conducted under these Procedures.

**CONFIDENTIALITY OF VIDEO RECORDINGS**

RSL will take every necessary precaution to protect student privacy and determine to whom and under what circumstances the recordings may be disclosed. The recordings shall not be considered “personally identifiable information” as defined in R.S. 17:3914. Video equipment must be able to redact student faces in accordance with FERPA. If RSL determines that the recording is an “education record,” RSL shall release the recording in accordance with FERPA. State law does not limit the access of a student’s parent to a record regarding the student under FERPA or other law.

In order to review recordings for potential release, and operation and maintenance of the equipment, the following individuals shall have access to the video equipment: the superintendent, the assistant superintendent of administrative services, the director of special education, the assistant superintendent of technology, the network administrator and network assistant.

A contractor or employee performing job duties relating to the installation, operation, or maintenance of video equipment or the retention of video recordings who incidentally views a video recording is not in violation of this policy.

**RETENTION OF RECORDINGS**

RSL shall retain video recordings from a video camera placed under this policy for at least three months after the date the video was recorded. Recordings are stored and disposed of in accordance with RSL's video and audio recording retention and storage policy.

If a person eligible to receive a copy of the video pursuant to a request under this policy, the RSL shall retain the recording from the date of receipt of the request until the person has viewed the recording and a determination has been made as to whether the recording documents an alleged incident. If the recording documents an alleged incident, RSL shall retain the recording until the alleged incident has been resolved, including the exhaustion of all appeals.

### **COMPLIANCE WITH THE NATIONAL FIRE PROTECTION ASSOCIATION'S LIFE SAFETY CODE**

Pursuant to the requirements of La. R.S. 17:1948(C)(6), the installation of all cameras and surveillance systems installed pursuant to this policy shall comply with the National Fire Protection Association's Life Safety Code.

### **TRAINING OF SCHOOL STAFF**

Any teacher(s) or school employee who provides services in a classroom where cameras are installed shall be trained on compliance with the provisions of this policy within ten days of the commencement of work in the classroom or the installation of the surveillance equipment.

## SPECIAL EDUCATION VIDEO/AUDIO MONITORING REQUEST FORM

*A parent, as defined by Act no. 456 of Article III, Section 2(A)(4)(b)(i) to enact R.S. 17: 1948 and 3996(b)(59) of the Constitution of Louisiana, may request that video and audio equipment be installed in a self-contained classroom or other special education setting that meets the requirements of state law for such video and audio monitoring. In order to make a request, complete the information below and submit this form to the [administrator].*

**Name of Student:** \_\_\_\_\_ **Student ID #:** \_\_\_\_\_

**Relationship to Student:**

**Parent**                       **Legal Guardian**

**Requester Printed Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_ **Office Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

*Per RSL Special Education Video/Audio Monitoring Policy, I am requesting video/audio surveillance be installed in the Special Education self-contained classroom listed below.*

\_\_\_\_\_  
**Requester Signature** **Date**

For RSL Office Use Only

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**Room Number**                      **Teacher Name**

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**Principal Printed Name**

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**Principal Signature** **Date**

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**Director of Special Education Signature** **Date**

**Approved**                       **Denied**

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**Form Must Be Submitted to the [administrator]**

## SPECIAL EDUCATION VIDEO/AUDIO REVIEW REQUEST FORM

Name of Student: \_\_\_\_\_ Student ID #: \_\_\_\_\_

Relationship to Student:

Parent

Legal Guardian

Requester

Printed

Name:

\_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Office Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

*Per RSL Special Education Video/Audio Monitoring Policy, I am requesting to review video/audio surveillance from the date and time listed below:*

Date \_\_\_\_\_ Time \_\_\_\_\_

Purpose of Review:

- Abuse of a student by a school district employee;
- Neglect of a student by a school district employee;
- Physical Abuse of a student by another student; or
- Sexual Abuse of a student by another student

Statement

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Requester Signature

Date

Office Use Only:

[Administrator] Signature & Date Received:

Approved      Denied

Reason: