



ACCELIO™

### ***Sample Data File***

```
^reformat trunc
^symbolset WINLATIN1
^field trans_date
2000-01-1
^field description
Description for item #1
^field trans_type
TYPE1
^field trans_amount
11.00
^page 1
^field trans_date
2000-01-2
^field description
Description for item #2
^field trans_type
TYPE2
^field trans_amount
11.00
^page 1
^field trans_date
2000-01-3
^field description
Description for item #3
^field trans_type
TYPE3
```

### ***Sample Bookmark File***

```
[invoices]
Invoices by Date=0
trans_date=1,A
[type]
Invoices by Item Type=0
trans_type=1,A
[amount]
Invoices by Transaction Amount=0
trans_amount=1,D
```

The example bookmark file includes three distinct sections:

- Invoices sorted, ascending, by date.
- Invoices sorted, ascending, by item type.
- Invoices sorted, descending, by transaction amount.



## Sample Files

This sample package contains:

| Filename            | Description                           |
|---------------------|---------------------------------------|
| ap_bookmark.IFD     | The template design.                  |
| ap_bookmark.mdf     | The template targeted for PDF output. |
| ap_bookmark.dat     | A sample data file in DAT format.     |
| ap_bookmark.bmk     | A sample bookmark file.               |
| ap_bookmark.pdf     | Sample PDF output.                    |
| ap_bookmark_doc.pdf | A document describing the sample.     |

## Deploying the Sample

To deploy this sample in your environment:

1. Open the template design **ap\_bookmark.IFD** in Output Designer and recompile the template for the appropriate presentment target.
2. Modify the **-z** option in the **^job** command in the data file **ap\_bookmark.dat** to:
  - Identify the target output device.
  - Identify the bookmark file using the **-abmk** command.
  - Identify the section for which to generate bookmarks, if desired, using the **-abms** command.

For example,

| To bookmark by ... | Use the command line parameter ...                 |
|--------------------|--|
| Invoices           | <b>-abmk</b> ap_bookmark.bmk <b>-abms</b> invoices |
| Type               | <b>-abmk</b> ap_bookmark.bmk <b>-abms</b> type     |
| Amount             | <b>-abmk</b> ap_bookmark.bmk <b>-abms</b> amount   |



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3. Place the accompanying files in directories consistent with your implementation:
  - Place **ap\_bookmark.IFD** in the **Designs** subdirectory for Output Designer.
  - Place **ap\_bookmark.mdf** in the forms subdirectory accessible to Central.
  - Place **ap\_bookmark.bmk** in an addressable directory.

## Running the Sample

- To run this sample, place **ap\_bookmark.dat** in the collector directory scanned by Central.

# LOUISIANA STATE BOARD OF ELEMENTARY AND SECONDARY EDUCATION

MARCH 7, 2014

The Louisiana Purchase Room  
Baton Rouge, LA

The Louisiana State Board of Elementary and Secondary Education met in regular session on March 7, 2014, in the Louisiana Purchase Room, located in the Claiborne Building in Baton Rouge, Louisiana. The meeting was called to order at 9:17 a.m. by Board President Chas Roemer and opened with a prayer by Ms. Terry Johnson, Bossier Parish School System.

Board members present were Dr. Lottie Beebe, Ms. Holly Boffy, Mr. Jim Garvey, Mr. Jay Guillot, Ms. Carolyn Hill, Mr. Walter Lee, Dr. Judith Miranti, Mr. Chas Roemer, and Ms. Jane Smith.

Ms. Connie Bradford and Ms. Kira Orange Jones were absent.

Dr. Charlie Michel, Lafourche Parish School System, led the Pledge of Allegiance.

|                   |  |
|-------------------|--|
| Agenda<br>Item 2. | On motion of Mr. Garvey, seconded by Ms. Boffy, the Board approved the agenda, as printed and disseminated. (Schedule 1) |
|-------------------|--|

|                   |  |
|-------------------|--|
| Agenda<br>Item 3. | On motion of Ms. Smith, seconded by Ms. Boffy, the Board approved the minutes of January 15, 2014. |
|-------------------|--|

|                   |   |
|-------------------|---|
| Agenda<br>Item 4. | <b><u>Report by the State Superintendent of Education</u></b> |
|-------------------|---|

State Superintendent of Education John White provided an update on the intense and increased support that the LDE is providing to teachers to assist with new academic expectations. The LDE has established the following support structures: (1) network teams are working directly with superintendents; (2) district planning teams and district planning guides have been established in every district; and (3) teacher leader teams are doubling to 4,000 next year. Sample test items are being released. The curriculum package for next year is being released. Next year's assessment guides will be produced in the following weeks.

\* \* \* \* \*

On Point of Personal Privilege, Ms. Hill recognized the Capitol Senior High School Alumni Association for its dedication to the school and its students throughout several transitions, and presented a Certificate of Appreciation to Mr. W. T. Winfield.

Agenda  
Item 5.

**Board Committee Reports**

Agenda  
Item 5.1.

**Academic Goals and Instructional Improvement Committee**

(Schedule 2)

- 5.1.1 On motion of Dr. Miranti, seconded by Mr. Lee, the Board received the minutes of the Accountability Commission meetings held January 9, 2014, and January 27, 2014.
- 5.1.2 On motion of Dr. Miranti, seconded by Mr. Lee, the Board received the minutes of the Special Education Advisory Panel meeting held February 20, 2014.
- 5.1.3 On motion of Dr. Beebe, seconded by Mr. Garvey, the Board approved, as a Notice of Intent, revisions to Bulletin 119, *Louisiana School Transportation Specifications and Procedures*: §2509. Used School Buses, as amended and presented by the LDE.

\* \* \* \* \*

Public comments were received on the following Academic Goals and Instructional Improvement Committee agenda item:

Agenda Item 3.2., "Consideration of policy recommendations relative to the implementation of the Jump Start career education program."

**Support:** None.

**Oppose:** None.

**Information Only/Other:** Ms. Debra Schum, Louisiana Association of Principals.

- 5.1.4 On motion of Dr. Miranti, seconded by Mr. Lee, the Board approved, as a Notice of Intent, the creation of Bulletin 138, *Jump Start Program: §101. Overview, §201. Jump Start Program Authorization, §301. General Provisions, and §303. Jump Start Instructional Staff*, as presented by the LDE.

Further, the Board approved, as a Notice of Intent, the creation of §305. Student Participation in Jump Start Programs, as amended and presented.

- 5.1.5 On motion of Dr. Miranti, seconded by Mr. Lee, the Board approved, as a Notice of Intent, revisions to Bulletin 111, *The Louisiana School, District, and State Accountability System: §409. Calculating a 9-12 Assessment Index, and §613. Calculating a Graduation Index*, as presented by the LDE.

- 5.1.6 On motion of Dr. Miranti, seconded by Mr. Lee, the Board approved, as a Notice of Intent, revisions to Bulletin 746, *Louisiana Standards for State Certification of School Personnel: §501. Introduction; adding a new §505. Career and Technical Certificate Types Issued after September 1, 2014; renumbering and renaming the original §505. to §506. CTTIE-1 and CTTIE-2 Certificate Eligibility Requirements; adding a new §507. CTTIE Areas of Specialization; renumbering and renaming the original §507. to §509. CTTIE-1 Certificates Renewal Guidelines for certificates initially issued prior to September 1, 2014; deleting the original §509. CTTIE-2 Certificates Renewal Guidelines; and §511. Process for Reinstating Lapsed CTTIE Certificates*, as presented by the LDE.

Further, the Board approved, as a Notice of Intent, revisions to §504. Career and Technical Certificate Types Issued after July 1, 2006, as amended and presented.

- 5.1.7 On motion of Dr. Miranti, seconded by Mr. Lee, the Board approved, as a Notice of Intent, revisions to Bulletin 118, *Statewide Assessment Standards and Practices: §701. Overview of Assessment Programs in Louisiana, §2209. WorkKeys, and §3501. Approved Home Study Program Students*, as presented by the LDE.

- 5.1.8 On motion of Dr. Miranti, seconded by Mr. Lee, the Board approved, as a Notice of Intent, revisions to Bulletin 741, *Louisiana Handbook for School Administrators: §2317. High Schools and §2318. The College Diploma*, as presented by the LDE.

- 5.1.9 On motion of Dr. Miranti, seconded by Mr. Lee, the Board approved, as a Notice of Intent, revisions to Bulletin 1566, *Pupil Progression Policies and Procedures*: §503. Regular Placement, as presented by the LDE.
- 5.1.10 On motion of Dr. Miranti, seconded by Mr. Lee, the Board approved, as a Notice of Intent, revisions to Bulletin 111, *The Louisiana School, District, and State Accountability System*: §301. School Performance Score Goal; §303. Transition from Fall 2013 to Spring 2015; §413. Dropout/Credit Accumulation Index Calculations; §517. Inclusion of Schools; §521. Pairing/Sharing of Schools with Insufficient Test Data; §603. Determining a Cohort for a Graduation; §611. Documenting a Graduation Index; §1301. Reward Eligibility; §2301. Schools Requiring Reconstitution/Alternate Governance Plans; §3101. Appeals/Waivers and Data Certification Processes; §3301. Inclusion of New Schools; §3303. Reconfigured Schools; §4101. Valid Data Considerations; §4301. Inclusion of All Districts; and §4317. District Accountability Data Corrections, as presented by the LDE.

Dr. Beebe was recorded as being opposed to the motion.

- 5.1.11 On motion of Dr. Miranti, seconded by Mr. Lee, the Board received the Summary of Public Comments and Agency Response regarding revisions to Bulletin 135, *Health and Safety*: Chapter 5. Injury Management Program Rules for Serious Sports Injuries and Chapter 7: Glossary, and directed BESE staff to proceed with the final adoption of the January 20, 2014, Notice of Intent regarding revisions to Bulletin 135, *Health and Safety*, Chapters 5 and 7.

Agenda  
Item 5.2.

**Administration and Finance Committee**

(Schedule 3)

- 5.2.1 On motion of Mr. Guillot, seconded by Mr. Lee, the Board received the report on 8(g) monitoring visits conducted by Board staff.
- 5.2.2 On motion of Mr. Guillot, seconded by Mr. Lee, the Board received the quarterly report from the LDE Director of Internal Audit.
- 5.2.3 On motion of Mr. Guillot, seconded by Mr. Lee, the Board received the report on LDE contracts of \$50,000 and under approved by the State Superintendent of Education.

5.2.4 On motion of Mr. Guillot, seconded by Mr. Lee, the Board received the reports requested by the Minimum Foundation Program (MFP) Task Force pertaining to the regulations governing students with dyslexia and student access to technology.

5.2.5 On motion of Mr. Guillot, seconded by Mr. Lee, the Board ratified the Board President's submission of the value-added assessment model report to the House Committee on Education and the Senate Committee on Education.

\* \* \* \* \*

Public comments were received on the following Administration and Finance Committee agenda item:

Agenda Item 4.1., "Consideration of the Minimum Foundation Program (MFP) Formula for FY 2014-2015."

**Support:** None.

**Oppose:** None.

**Information Only/Other:** Mr. Shawn Fleming, Louisiana Developmental Disabilities Council.

5.2.6 On motion of Mr. Guillot, seconded by Mr. Garvey, the Board deferred until a Special Board Meeting to be held during the week of March 10-14, 2014: "Consideration of the Minimum Foundation Program (MFP) Formula for FY 2014-2015."

5.2.7 On motion of Mr. Guillot, seconded by Mr. Lee, the Board, in recognition that the proposed 2014-2015 MFP formula does not include funding for early childhood education, committed to developing a strategy of equitable early childhood education funding in future fiscal years and supports legislation throughout the 2014 Regular Legislative Session that allows for the consideration of 4-year-old pre-kindergarten education as a component of elementary and secondary education.

5.2.8 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the revised 8(g) program and budget for FY 2013-2014.

Dr. Beebe recused herself from voting on this item.



- 5.2.9 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the revised program and budget for the 8(g) statewide program, Early Childhood Literacy Program (LDE) (S069), for FY 2013-2014.

Dr. Beebe recused herself from voting on this item.

- 5.2.10 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the revised program and budget for the 8(g) statewide program, Compass (LDE) (S067), for FY 2013-2014.

Dr. Beebe was recorded as being opposed to the motion.

- 5.2.11 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the revised program and budget for the 8(g) statewide program, Expanding High School Choice (LDE) (S073), for FY 2013-2014.

Dr. Beebe recused herself from voting on this item.

- 5.2.12 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the revised program and budget for the 8(g) statewide program, New Schools Incubation Program (LDE) (S074), for FY 2013-2014.

Dr. Beebe and Ms. Hill were recorded as being opposed to the motion.

**School and District Innovations - Other**

- 5.2.13 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following allocation:

|                  |                                   |
|------------------|-----------------------------------|
| Allocation:      | RSD Charter School Transformation |
| Amount:          | \$250,000.00                      |
| Funding Period:  | 07/01/2013 - 06/30/2014           |
| Source of Funds: | IAT - 8(g)                        |

Purpose: The purpose of these funds is to support RSD transformation activities.

Basis of Allocation: The LDE supports the efforts of the RSD to create an environment with the conditions necessary for charter schools to succeed and to support the transformation process for low-performing schools.

(Motion continues on page 7)

Funds may be used to provide professional development, stabilize school staffing during the transformation process, provide for additional staffing resources needed to successfully transition a direct-run school to a charter school, and other activities that support the development of a high performing charter school environment.

Dr. Beebe recused herself from voting on this item.

**Departmental Support - Other**

- 5.2.14 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following allocation:

Allocation: Educator Leader Cadre Substitute Reimbursement  
Amount: \$1,893.36  
Funding Period: 10/01/2013 - 12/13/2014  
Source of Funds: Federal

Purpose: The purpose of the Teacher Leader Advisors is to develop an understanding of the changes required of Common Core and Compass, including reviewing and creating materials for implementation, serving as a Common Core expert, assisting in building a growing network of teacher leaders throughout the state, and attending face-to-face meetings to provide recommendations and feedback on resources and tools.

Basis of Allocation: Allocations to school districts are to reimburse the districts for the substitutes paid to work while the Teacher Leader Advisors met in Baton Rouge on October 15-16, 2013, and December 13, 2013, to begin their work for the program.

Dr. Beebe recused herself from voting on this item.

- 5.2.15 **Office of Management and Finance – Competitive**

On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following allocation:

Allocation: Early Childhood Community Network Pilots  
Amount: \$676,666.67  
Funding Period: 03/08/2014 - 06/30/2014  
Source of Funds: State - IAT

(Motion continues on page 8)

Purpose: The purpose of these funds is to support Early Childhood Community Network Pilots to implement the five strategies outlined in the Early Childhood Care and Education Network - Roadmap to 2015, which are as follows:

1. Unify expectations;
2. Support teachers and providers;
3. Measure and recognize progress;
4. Fund high quality providers; and
5. Provide clear information and high quality choices.

The ultimate goal of the Early Childhood Care and Education Network is to prepare our youngest learners for kindergarten.

Basis of Allocation: Allocations were determined competitively via a request for applications. The selection of the Community Network Pilots occurred through a two-step process – 1. Application review for basic requirements and 2. Interview with the finalists. The interview sought to determine networks that could demonstrate their readiness to work on the five strategies listed above.

Dr. Beebe recused herself from voting on this item.

5.2.16 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following LDE contract:

|                      |                            |
|----------------------|----------------------------|
| Contractor:          | LSU-Health Science Center  |
| Contract Period:     | 01/31/2014 - 09/30/2014    |
| Contract Amount:     | \$102,734.00               |
| Fund:                | Federal Fund - IDEA Part B |
| Competitive Process: | Non Competitive            |

Description of Service: This agreement will provide for activities for the federally funded 2008-2013 Deaf Blind Project for which funding was extended through 9/30/14 to be completed. Activities will include building capacity of current and future educators working with students who are deaf-blind, facilitation of effective instructional strategies for students with deaf-blindness, and outreach and early intervention identification for families and service providers.

- 5.2.17 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following LDE contract:

Contractor: Department of Health and Hospitals  
Contract Period: 04/01/2014 - 08/31/2014  
Contract Amount: \$196,252.00  
Fund: Federal Funds - USDA  
Competitive Process: Non Competitive

Description of Service: This Interagency Agreement will provide that the Louisiana Department of Health and Hospitals, Office of Public Health (DHH), Sanitarian Services Section, conduct pre-opening inspections of each food service site or preparation facility participating in the SFSP. The sanitarian services will perform at least one (1) other inspection (besides the pre-opening inspection) at each site/facility during the period of operation and record inspection results on the appropriate inspection form.

- 5.2.18 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following LDE contract amendment:

Contractor: Volunteers of America North LA  
Contract Period: 07/01/2013 - 06/30/2014  
Previous Amount: \$360,000.00  
Amended Amount: \$38,400.00  
Contract Amount: \$398,400.00  
Fund: Federal - Title IV - 21<sup>st</sup> Century Community Learning Centers (21<sup>st</sup> CCLC)  
Competitive Process: Competitive/21<sup>st</sup> CCLC RFP Process

Description of Service: The contract provides before-, during-, and after-school academic enrichment opportunities for children attending low-performing schools through the establishment and operation of 21<sup>st</sup> Century Community Learning Centers.

- 5.2.19 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following LDE contract amendment:

Contractor: Urban Support Agency, Inc.  
Contract Period: 07/01/2013 - 06/30/2014

(Motion continues on page 10)

Previous Amount: \$639,000.00  
Amended Amount: \$133,800.00  
Contract Amount: \$772,800.00  
Fund: Federal - Title IV - 21<sup>st</sup> Century Community Learning Centers (21<sup>st</sup> CCLC)  
Competitive Process: Competitive/21<sup>st</sup> CCLC RFP Process

Description of Service: The contract provides before-, during-, and after-school academic enrichment opportunities for children attending low-performing schools through the establishment and operation of 21<sup>st</sup> Century Community Learning Centers.

- 5.2.20 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following LDE contract amendment:

Contractor: Outreach Community Development Corporation  
Contract Period: 07/01/2013 - 06/30/2014  
Previous Amount: \$240,000.00  
Amended Amount: \$6,000.00  
Contract Amount: \$246,000.00  
Fund: Federal - Title IV - 21<sup>st</sup> Century Community Learning Centers (21<sup>st</sup> CCLC)  
Competitive Process: Competitive/21<sup>st</sup> CCLC RFP Process

Description of Service: The contract provides before-, during-, and after-school academic enrichment opportunities for children attending low-performing schools through the establishment and operation of 21<sup>st</sup> Century Community Learning Centers.

- 5.2.21 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following LDE contract amendment:

Contractor: NZBC Urban Corporation  
Contract Period: 07/01/2013 - 06/30/2014  
Previous Amount: \$180,000.00  
Amended Amount: \$8,400.00  
Contract Amount: \$188,400.00  
Fund: Federal - Title IV - 21<sup>st</sup> Century Community Learning Centers (21<sup>st</sup> CCLC)  
Competitive Process: Competitive/21<sup>st</sup> CCLC RFP Process

(Motion continues on page 11)

Description of Service: The contract provides before-, during-, and after-school academic enrichment opportunities for children attending low-performing schools through the establishment and operation of 21<sup>st</sup> Century Community Learning Centers.

- 5.2.22 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following LDE contract amendment:

|                      |  |
|----------------------|--|
| Contractor:          | Akili Academy/Crescent City Schools  |
| Contract Period:     | 07/01/2013 - 06/30/2014  |
| Previous Amount:     | \$492,000.00   |
| Amended Amount:      | \$74,400.00  |
| Contract Amount:     | \$566,400.00   |
| Fund:                | Federal - Title IV - 21 <sup>st</sup> Century Community Learning Centers (21 <sup>st</sup> CCLC) |
| Competitive Process: | Competitive/21 <sup>st</sup> CCLC RFP Process  |

Description of Service: The contract provides before-, during-, and after-school academic enrichment opportunities for children attending low-performing schools through the establishment and operation of 21<sup>st</sup> Century Community Learning Centers.

- 5.2.23 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following LDE contract amendment:

|                      |                          |
|----------------------|--------------------------|
| Contractor:          | Karen Boudreaux          |
| Contract Period:     | 02/01/2012 - 01/31/2015  |
| Previous Amount:     | \$79,500.00              |
| Amended Amount:      | \$25,500.00              |
| Contract Amount:     | \$105,000.00             |
| Fund:                | Federal Fund - Title III |
| Competitive Process: | Non Competitive          |

Description of Service: The contract is being amended for the contractor to calculate the performance of Title III subgrantee Local Education Agencies (LEAs) and the state on ESEA/NCLB Title III Annual Measurable Achievement Objectives (AMAOs) for the 2013-2014 school years, using student assessment data (ELDA, LEAP, iLEAP, etc.).

- 5.2.24 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following RSD contract amendment:

|                      |                                |
|----------------------|--------------------------------|
| Contractor:          | Blitch/Knevel Architects, Inc. |
| Contract Period:     | 03/09/2012 - 03/09/2015        |
| Previous Amount:     | \$1,473,321.00                 |
| Amended Amount:      | \$15,433.60                    |
| Contract Amount:     | \$1,488,754.60                 |
| Fund:                | IAT - FEMA                     |
| Competitive Process: | Competitive                    |

Description of Service: This amendment provides for the additional service for a Phase II environmental subsurface investigation, and a pre-renovation ACM and LBP survey for Drew Elementary School renovation. It adds three (3) days to the design time due to Hurricane Isaac and fourteen (14) days to design time due to historic preservation revisions. This amendment provides for reimbursable expenses for regulatory agency approvals and for the printing of bidding documents.

- 5.2.25 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following RSD contract:

|                      |   |
|----------------------|---|
| Contractor:          | Byron J. Stewart and Associates, APC<br>Architects and Planners |
| Contract Period:     | 03/07/2014 - 03/07/2017   |
| Contract Amount:     | \$105,034.00  |
| Fund:                | IAT - FEMA  |
| Competitive Process: | Competitive   |

Description of Service: This project provides for the refurbishment of Rosenwald Elementary School.

- 5.2.26 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following RSD contract amendment:

|                  |  |
|------------------|--|
| Contractor:      | Jacobs Project Management Company/CSRS<br>Consortium |
| Contract Period: | 12/01/2013 - 11/30/2016                              |
| Previous Amount: | \$23,590,758.00                                      |
| Amended Amount:  | \$1,069,673.31                                       |

(Motion continues on page 13)

Contract Amount: \$24,660,431.31  
Fund: IAT - FEMA/Lexington Insurance Proceeds  
Competitive Process: Competitive

Description of Service: This amendment provides for additional services as directed by the RSD; additional service for support to RSD and "OPSB v. Lexington, et al.;" additional service for claims consulting services; and additional service for grants management - Phase 1 - negative balance/grant debt/undocumented advances/applied payment proposal for the RSD multi-site Capital Plan.

- 5.2.27 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following RSD contract amendment:

Contractor: Mahlum Scairono Martinez Architects, LLC  
Contract Period: 01/07/2013 - 01/07/2015  
Previous Amount: \$35,640.00  
Amended Amount: \$21,390.00  
Contract Amount: \$57,030.00  
Fund: IAT - FEMA  
Competitive Process: Competitive

Description of Service: This amendment provides for the relocation of playground equipment at William Fischer School and the relocation of playground equipment at Little Woods Elementary School.

- 5.2.28 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following RSD contract amendment:

Contractor: Richard C Lambert, LLC  
Contract Period: 06/17/2010 - 06/17/2014  
Previous Amount: \$262,656.51  
Amended Amount: \$8,032.24  
Contract Amount: \$270,688.75  
Fund: IAT - FEMA  
Competitive Process: Competitive

Description of Service: This amendment provides for the adjustment of the basic services fee for Village de L'est Elementary School (roof) and modular demo based on the final construction price of the project. It also provides for prolonged contract administration for the various roof and repair projects based on 48 days of liquidated damages at no fault of the designer.



- 5.2.29 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following RSD contract amendment:

Contractor: Shaw Environmental and Infrastructure  
Contract Period: 02/14/2013 - 02/14/2015  
Previous Amount: \$49,500.00  
Amended Amount: \$14,640.00  
Contract Amount: \$64,140.00  
Fund: IAT - FEMA  
Competitive Process: Competitive

Description of Service: This amendment provides for additional services for corrective action work plan preparation.

- 5.2.30 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following RSD contract:

Contractor: VergesRome Architects, APAC  
Contract Period: 03/07/2014 - 03/07/2017  
Contract Amount: \$2,696,406.00  
Fund: IAT - FEMA  
Competitive Process: Competitive

Description of Service: This project consists of the renovation of John McDonogh High School.

- 5.2.31 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following RSD contract amendment:

Contractor: VergesRome Architects, APAC  
Contract Period: 10/16/2013 - 10/16/2016  
Previous Amount: \$265,287.00  
Amended Amount: \$20,625.00  
Contract Amount: \$285,912.00  
Fund: IAT - FEMA  
Competitive Process: Competitive

Description of Service: This amendment provides for the additional services for a water flow test, a Phase I environmental site assessment, lead and asbestos investigation, and a topographic survey for Live Oak Elementary School refurbishment.

- 5.2.32 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following RSD contract amendment:

|                      |                             |
|----------------------|-----------------------------|
| Contractor:          | VergesRome Architects, APAC |
| Contract Period:     | 09/16/2010 - 09/16/2015     |
| Previous Amount:     | \$944,413.20                |
| Amended Amount:      | \$38,546.20                 |
| Contract Amount:     | \$982,959.40                |
| Fund:                | IAT - FEMA                  |
| Competitive Process: | Competitive                 |

Description of Service: This amendment adjusts the designer's fee for basic services for mothballing of closed schools - safe and secure at George Mondy Elementary School based on the revised AFC. The project was canceled, but is now being reinstated by the owner, and additional scope of work is being added to the project. It also provides for the addition of a new project and project number for demolition of the caretaker's cottage at George Mondy Elementary School and at Andrew J. Bell Junior High School.

- 5.2.33 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved the following RSD contract amendment:

|                      |                                    |
|----------------------|------------------------------------|
| Contractor:          | Waggonner and Ball Architects, APC |
| Contract Period:     | 08/15/2012 - 08/15/2015            |
| Previous Amount:     | \$1,151,421.08                     |
| Amended Amount:      | \$5,500.00                         |
| Contract Amount:     | \$1,156,921.08                     |
| Fund:                | IAT - FEMA                         |
| Competitive Process: | Competitive                        |

Description of Service: This amendment provides for additional services for a land survey at the new three-section PK-8 school at Sherwood Forest School (New – PK-8).

- 5.2.34 On motion of Mr. Guillot, seconded by Mr. Lee, the Board:

- a. approved the Change Order for the construction contract with C.D.W. Services, L.L.C., for the mothballing of Andrew J. Bell Junior High School (project number 2011-0853-0001) in the amount of

(Motion continues on page 16)

\$361,334.40 in order to provide for: (1) removal of Regulated Asbestos-Containing Materials (RACM) for all hazardous materials in Building-E (Christy Building) and Building A (Annex Building) due to construction debris and finishes that were dislodged during the necessary repairs to structural walls; (2) installation of a course of brick and mortar cap over the brick wall at the demolished breezeway roof; and (3) general contractor's performance and payment bonds and overhead and profit for the additional work; and

- b. directed the RSD to submit the approved Change Order for consideration and approval at the next regularly scheduled meeting of the Joint Legislative Committee on the Budget.

5.2.35 On motion of Mr. Guillot, seconded by Mr. Lee, the Board:

- a. approved the Change Order for the construction contract with FHP Tectonics Corporation for the refurbishment of Frederick A. Douglass High School (project number: 2012-0868-0001) in the amount of \$378,871.98 in order to provide for: (1) asbestos removal associated with classroom window replacement, due to the uncovering of unforeseen caulk at these openings that consisted of Regulated Asbestos-Containing Materials (RACM); (2) repair of existing Reinforced Concrete Pipe (RCP); and (3) deletion of the installation of flood gates and Fiber Reinforced Panels (FRP) for the gymnasium, at the owner's request; and
- b. directed the RSD to submit the approved Change Order for consideration and approval at the next regularly scheduled meeting of the Joint Legislative Committee on the Budget.

5.2.36 On motion of Mr. Guillot, seconded by Mr. Lee, the Board received the report on the BESE Budget.

5.2.37 On motion of Mr. Guillot, seconded by Mr. Lee, the Board received the BESE member notification protocol developed by the State Superintendent of Education.

5.2.38 On motion of Mr. Guillot, seconded by Mr. Lee, the Board approved, as a Notice of Intent, revisions to Bulletin 1929, *Louisiana Accounting and Uniform Governmental Handbook*, adding Chapter 15. Expenditure Requirements, §1501. Seventy Percent Expenditure Requirement.

Agenda            **Educator Effectiveness Committee**            (Schedule 4)  
Item 5.3.

5.3.1            On motion of Ms. Boffy, seconded by Mr. Guillot, the Board received the update regarding the study of the state accountability system and value-added model.

5.3.2            On motion of Ms. Boffy, seconded by Mr. Guillot, the Board deferred until April 2014: "Consideration of revisions to Bulletin 746, *Louisiana Standards for State Certification of School Personnel*, regarding endorsements to existing teaching certificates."

Agenda            **School Innovation and Turnaround Committee**            (Schedule 5)  
Item 5.4.

5.4.1            On motion of Mr. Garvey, seconded by Mr. Lee, the Board approved the request for a material amendment to the charter governing Linwood Public Charter School, operated by Shreveport Charter Schools, Inc., to add kindergarten and first grade in the fall of 2014 and expand an additional grade per year until the school serves grades K-8.

\* \* \* \* \*

Public comments were received on the following School Innovation and Turnaround Committee agenda item:

Agenda Item 3.1., "Consideration of revisions to Bulletin 126, *Charter Schools*, regarding charter school renewal and extension, evaluation of alternative charter schools, and streamlining of policies."

**Support:** None.

**Oppose:** None.

**Information Only/Other:** Mr. Shawn Fleming, Louisiana Developmental Disabilities Council.

5.4.2            On motion of Mr. Garvey, seconded by Mr. Guillot, the Board approved, as a Notice of Intent, revisions to Bulletin 126, *Charter Schools*: §103. Definitions; §105. Purpose of Charter Schools; §505. Eligibility to Apply for a Type 4 Charter School; §1101. Charter School Evaluation; §1103. Alternate Evaluation of Charter Schools; §1303. Extension Review; §1503. Charter Renewal Process and Timeline; §1903. Material

(Motion continues on page 18)

Amendments for BESE-Authorized Charter Schools; §1905. Non-Material Amendments for BESE-Authorized Charter Schools; §2301. State Funding; §2303. Federal Funding; §2713. At-Risk Students; §2907. Leave of Absence; and §2909. Employee Benefits, as presented by the LDE.

Dr. Beebe and Ms. Hill were recorded as being opposed to the motion.

Agenda  
Item 6.

**Board Advisory Council Reports**

Agenda  
Item 6.1.

**Nonpublic School Council**

(Schedule 6)

On motion of Dr. Miranti, seconded by Mr. Guillot, the Board received the minutes of the Nonpublic School Council meeting held February 4, 2014, and approved the tentative agenda for March 25, 2014.

Agenda  
Item 6.2.

**Superintendents' Advisory Council**

(Schedule 7)

On motion of Dr. Miranti, seconded by Mr. Guillot, the Board received the minutes of the Superintendents' Advisory Council meeting held February 13, 2014, and approved the tentative agenda for March 20, 2014.

With no further business to come before the Board, the meeting was adjourned at 10:15 a.m.



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# Chapter 1

## Template

### 1.1 How to compile a `.tex` file to a `.pdf` file

#### 1.1.1 Tools

To process the files you (may) need:

- `pdflatex` (for example from `tetex` package  $\geq 0.9-6$ , which you can get from [Red Hat 5.2](#));
- `acroread` (a PDF viewer, available from <http://www.adobe.com/>);
- `ghostscript`  $\geq 5.10$  (for example from [Red Hat Contrib](#)) and `ghostview` or `gv` (from RedHat Linux);
- `efax` package could be useful, if you plan to fax documents.

#### 1.1.2 How to use the tools

Follow these steps:

1. put all source `.tex` files in one directory, then `chdir` to the directory (or put some of them in the `LTEX` search path — if you know how to do this);
2. run “`pdflatex file.tex`” on the main file of the document three times (three — to prepare valid table of contents);
3. to see or print the result use `acroread` (unfortunately some versions of `acroread` may produce PostScript which is too complex), or

4. run `ghostscript`: “`gv file.pdf`” to display or:  
“`gs -dNOPAUSE -sDEVICE=pswrite -q -dBATCH -sOutputFile=file.ps file.pdf`”  
to produce a PostScript file;
5. run “`fax send phone-number file.ps`” as root to send a fax, or — if you know how to do this — modify the fax script to be able to fax `.pdf` files directly (you have to insert “`%PDF*`” somewhere...).

## 1.2 How to write a document

### 1.2.1 The main document

Choose the name of the document, say `document`. Copy `template.tex` to `document.tex`, then edit it, change the title, the authors and set proper `include(s)` for all the chapters.

### 1.2.2 Chapters

Each chapter should be included in the main document as a separate file. You can choose any name for the file, but we suggest adding a suffix to the name of the main file. For our example we use the file name `document_chapter1.tex`.

First, copy `template_chapter.tex` to `document_chapter1.tex` and add the line

```
\include{document_chapter1}
```

in the `document.tex`, then edit `document_chapter1.tex`, change the chapter title and edit the body of the chapter appropriately.

### 1.2.3 Spell-checking

*Do* use a spell-checker, please!

You may also want to check grammar, style and so on. Actually you should do it (if you have enough spare time). But you *must* check spelling!

You can use the `ispell` package for this, from within `emacs`, or from the command line:

```
ispell -t document_chapter1.tex
```

## 1.3 $\text{\LaTeX}$ and $\text{pdf}\text{\LaTeX}$ capabilities

### 1.3.1 Overview

First you edit your source `.tex` file. In  $\text{\LaTeX}$  you compile it using the `latex` command to a `.dvi` file (which stands for device-independent). The `.dvi` file can be converted to any device-dependent format you like using an appropriate driver, for example `dvips`.

When producing `.pdf` files you should use `pdflatex`, which produces directly `.pdf` files out of `.tex` sources. Note that in the `.tex` file you may need to use some PDF specific packages.

For viewing `.tex` files use your favourite text editor, for viewing `.dvi` files under X Window System use `xdvi` command, `.ps` files can be viewed with `gv` (or `ghostview`) and `.pdf` files with `acroread`, `gv` or `xpdf`.

### 1.3.2 $\text{\LaTeX}$

A lot of examples can be found in this document.

You should also print

- `doc/latex/general/latex2e.dvi` and
- `doc/latex/general/lshort2e.dvi`

from your `tetex` distribution (usually in

- `/usr/share/texmf` or
- `/usr/lib/texmf/texmf`).

### 1.3.3 $\text{pdf}\text{\LaTeX}$

Consult `doc/pdftex/manual.pdf` from your `tetex` distribution for more details. Very useful informations can be found in the `hyperref` and `graphics` package manuals:

- `doc/latex/hyperref/manual.pdf` and
- `doc/latex/graphics/grfguide.dvi`.

### 1.3.4 Examples

#### References

MIMUW

## Hyperlinks

This is a target.

And [this is a link](#).

## Dashes, etc.

There are three kinds of horizontal dash:

- - (use inside words; for example “home-page”, “X-rated”)
- – (use this one between numbers; for example “pages 2–22”)
- — (use this one as a sentence separator — like here)

## National characters

- ó, é, í, ...
- è, à, ì, ...
- ô, ê, ...
- ã, ñ, ...
- ö, ë, ...
- ž
- å, ç
- ł, ø, ß

There are other ways to do this, see the documentation for `inputenc` package.

## Reserved characters

Some characters have some special meaning, thus cannot be entered in the usual way.

- \$ & % # \_ { }
- \
- ~ ^

**Math**

- $1^2, 1^{2n}, \dots$
- $i_1, i_{2n}, \dots$
- $\frac{1}{2}, \frac{2n}{2-3}, \dots$
- $\alpha, \beta, \gamma, \Omega, \dots$
- $\rightarrow, \Rightarrow, \geq, \neq, \in, \star, \dots$
- $\sqrt{2}, \dots$
- $\overline{2+2}, \dots$

For more examples and symbols see chapter 3 of `lshort2e.dvi`.

**Fonts**

- Roman
- *Emphasis*
- Medium weight — the default
- **Boldface**
- Upright
- *Slanted*
- Sans serif
- SMALL CAPS
- Typewriter
- and sizes:
  - tiny
  - scriptsize
  - footnotesize
  - small
  - normalsize

- large
- Large
- LARGE
- huge
- Huge