



# St. John the Baptist Parish School Board

118 West 10<sup>th</sup> Street • P.O. Drawer AL • Reserve, Louisiana 70084 • PHONE: 985-536-1106 • 1-800-296-1106 • FAX: 985-536-1109

Patrick H. Sanders  
Board President

Cory Butler  
Interim Superintendent

Sherry DeFrancesch  
Board Vice-President

April 17, 2020

HONORABLE MEMBERS OF THE SCHOOL BOARD  
Parish of St. John the Baptist

Dear Board Member:

Due to the public health emergency caused by the Covid-19 virus and the “Stay at Home” orders issued by Governor Edwards, the St. John the Baptist Parish School Board will meet in regular session via teleconference utilizing Zoom Video Conferencing. (*See attached Certification of Inability to Operate Due to the Lack of a Quorum.*) A link to this teleconference meeting will be placed on our website prior to the meeting so that members of the public may view the meeting. All public comments regarding agenda items should be sent to: [Public-Board-Comments@stjohn.k12.la.us](mailto:Public-Board-Comments@stjohn.k12.la.us) before 5:00 p.m. on Thursday, April 23, 2020. All public comments will be read aloud before each agenda item is discussed.

The St. John the Baptist Parish School Board will meet on Thursday, April 23, 2020 at 5:00 p.m. via teleconference (Zoom). The meeting will be open to receive Public Comment at 5:00 p.m. The meeting will be in recess until 5:30 p.m. to receive Public Comment. The meeting will reconvene in regular session at 5:30 p.m.

The agenda is attached for the meeting.

Sincerely,

Patrick H. Sanders  
Board President

PHS:sww

xc: News Media  
Legal Counsel  
SJAE  
Agenda Participants

## MEMBERS OF THE ST. JOHN THE BAPTIST PARISH SCHOOL BOARD

Charo Holden, District 1	Gerald J. Keller, Ph.D., District 3	Sherry DeFrancesch, District 5	Phillip Johnson, District 7	Shawn Wallace, District 9	Clarence Triche, District 11
Albert Burl, District 2	Patrick H. Sanders, District 4	Keith Jones, District 6	Debbie Schum, District 8	Nia Mitchell, District 10	

**AGENDA**  
**ST. JOHN PARISH SCHOOL BOARD MEETING**  
**April 23, 2020 – 5:00 p.m.**  
**Godchaux Grammar Cafeteria - Reserve, Louisiana**

1. CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE
2. ROLL CALL OF MEMBERS
3. APPROVAL OF MINUTES
  - a. Public Comment. Meeting of March 12, 2020 (Requires action)
4. SUPERINTENDENT'S REPORT – Mr. Cory Butler
5. EDUCATIONAL PRESENTATIONS AND RECOGNITIONS BY THE BOARD OR STAFF
6. PERSONNEL MATTERS
  - a. Public Comment. Mrs. Serina Duke - Request Approval of Revised Policy: GBBA – Qualifications and Duties (Requires action)
  - b. Public Comment. Mrs. Serina Duke – Request Suspension of Policy GBBA (Requires action)
7. BUSINESS AND FINANCE
  - a. Public Comment. Mrs. Sara Loupe – Announce intent to levy millages for the 2020 tax roll at the May 28, 2020 School Board Meeting
  - b. Public Comment. Ms. Janice Gauthier – Request Board approval to advertise or extend all contracts expiring in May, pending AG's opinion (Requires action)
  - c. Public Comment. Ms. Janice Gauthier – Request Board approval to re-advertise for Fiscal Year Auditor (Requires action)
8. OLD BUSINESS
  - a. Public Comment. Mrs. Michelle Seymour – Request Approval of 2020-2021 School Year Calendar (Requires action)
9. NEW BUSINESS
  - a. Public Comment. Mr. Patrick H. Sanders – Request approval of Superintendent Search Advertisement (Requires action)
  - b. Public Comment. Mrs. Debra Schum – Direct Superintendent to develop a Strategic Plan, both for academics and administrative, to address the COVID 19 virus pandemic (Requires Action)
  - c. Public Comment. Mrs. Debra Schum – Update on Food Service Contract
  - d. Public Comment. Mr. Albert A. Burl, III – Discussion regarding technology hardships of students in St. John the Baptist Parish and possible solutions
  - e. Public Comment. Mr. Albert A. Burl, III – Request approval to activate the Luster Group to sanitize all school board buildings (Requires action)
10. ADMINISTRATIVE MATTERS
11. BOARD ITEMS OF INTEREST
12. ADJOURNMENT

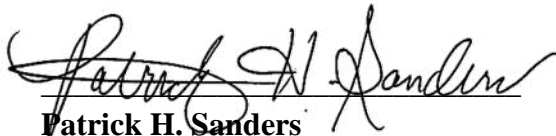
## **Certification of Inability to Operate Due to the Lack of a Quorum**

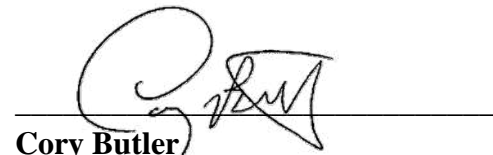
**In accordance with the Executive Proclamation JBE 2020-30 issued by Governor John Bel Edwards on March 16, 2020, and concurrence by the Attorney General on March 19, 2020, this notice shall serve as certification of the St. John the Baptist Parish School Board's inability to otherwise operate in accordance with the Louisiana Open Meetings Law due to a lack of quorum as a result of the COVID-19 public health emergency.**

**Pursuant to Section 4 of JBE 2020-30 the St. John the Baptist Parish School Board (Land and Facilities Committee) will provide for attendance at its essential government meeting on April 23, 2020 via Zoom Video Conferencing in order to obtain a quorum of its members.**

**Therefore, in accordance with JBE 2020-30, the St. John the Baptist Parish School Board (Land and Facilities Committee) meeting on April 23, 2020 at 5:00 p.m. will be held via Zoom Video Conferencing and in a manner that will allow for observation and input by members of the public, as set forth in the notice posted on April 17, 2020.**

**All other Open Meetings Law requirements have been met.**

  
**Patrick H. Sanders**  
*Board President*

  
**Cory Butler**  
*Interim Superintendent*

**ST. JOHN PARISH SCHOOL BOARD  
SCHOOL BOARD MEETING  
AGENDA ITEM**

ITEM #: 6a

DATE: 04/02/2020

**TOPIC:** Approval of Revised Policy GBBA

**BACKGROUND:** Policy GBBA was originally passed last summer. It has been revisited to clarify expectations for Head Start teachers.

**ALTERNATIVES:**

**SUPERINTENDENT'S**

**RECOMMENDATION:**

**INFORMATION  
SOURCES:**

Serina Duke,  
Human Resources Director

## QUALIFICATIONS AND DUTIES

### TEACHERS

The St. John the Baptist Parish School Board shall require that each **teacher** or **substitute teacher** hold not less than a bachelor's degree from a regionally accredited college or university to be eligible for employment, whenever possible. Each teacher, including administrative personnel, shall be required to hold a current and valid teacher's certificate issued by the Louisiana Board of Elementary and Secondary Education (BESE) or demonstrate proficiency in meeting all requirements necessary to obtain such a certificate.

#### Certification in Progress

In the absence of an available, certified teacher, principals may recommend an applicant who is actively making progress toward earning permanent teacher licensure. The applicant shall be eligible for employment a maximum of three (3) years while working towards certification.

To be eligible for initial hire, the applicant must meet the requirements and obtain/maintain an initial *Louisiana Temporary Authority to Teach* (TAT), as set forth in Bulletin 746, *Louisiana Standards for State Certification of School Personnel*, §323. TATs are valid for one (1) year initially and may be renewed twice thereafter provided the applicant has met the specified requirements. The applicant shall be considered a temporary employee and shall follow the same classification as late-hire employees with employment ending within seven (7) days upon the employment of a certified teacher or the final day of the school year. Uncertified employees shall not be guaranteed teaching positions until earning permanent licensure. Teachers assigned to Head Start must meet program requirements; effectively perform requirements of their job description; follow all applicable policies/procedures; and complete assessments required for permanent state certification twice annually (once per semester). Scores must be received and available by April 30<sup>th</sup> of each year to continue employment. Personnel who do not meet these requirements may be employed as temporary teachers and shall not be entitled to employee benefits.

If the principal determines that the ~~applicant~~ **teacher** has met the standards of effectiveness, adhered to the corresponding job description, and evaluations and documentation supports satisfactory performance, the teacher may be recommended for a second (2<sup>nd</sup>) year of employment, but must meet the specified requirements and renew/maintain a TAT or a Practitioner License. By the end of year two, the applicant **teacher** must be enrolled in an alternative certification program to continue employment, with proper documentation being submitted for verification.

If the principal determines that the ~~applicant~~ **teacher** has demonstrated satisfactory performance of duties, adhering to the corresponding job description, and evaluations and documentation supports such determination, the teacher may be recommended for a third (3<sup>rd</sup>) and final year of employment as a teacher. The teacher must be enrolled in an alternative certification program, eligible for TAT3, and earn the practitioner license by

St. John the Baptist Parish School Board

## Revised Policy

FILE: GBBA  
Cf: GBB, GBC  
Cf: GBD, GBRA

the end of the first semester of the third (3rd) year of employment. The teacher shall only be eligible for continued employment if they have met the specified requirements and earned permanent licensure.

### JOB DESCRIPTION/DUTIES

A written job description shall exist for every employment position with the St. John the Baptist Parish School Board, depicting the minimum qualifications and the responsibilities necessary for the position.

As part of their work assignment, teachers, as well as other employees, shall perform duties as necessary to reasonably maintain the safety and welfare of students. They shall at all times perform these duties in a reasonably prudent manner. There shall be intensive supervision of all students in areas of high risk, such as indoor or outdoor physical education classes, weight rooms, locker/dressing rooms, chemistry and biology labs, home economics classes, as well as other high risk technical education classes, and extracurricular activities including such things as practices, tutoring, try-outs, field trips, and athletic events.

Teachers may also be required to attend or conduct such other functions or activities of their respective school as deemed appropriate by the principal within the guidelines of their job description and their job responsibilities.

### OTHER PERSONNEL

The Superintendent shall ensure that other school employees, both current and prospective, have proper certification, as applicable, and are qualified for the position to which employed.

New policy: June 2019  
Revised February 2020

Ref: La. Rev. Stat. Ann. §§17:81, 17:413, 17:414, 17:441, 17:3884, 17:3904; Harrah Independent School District v. Martin, 99 S. Ct. 1062 (1979); Louisiana Standards for State Certification of School Personnel, Bulletin 746, Louisiana Department of Education.



**ST. JOHN PARISH SCHOOL BOARD  
SCHOOL BOARD MEETING  
AGENDA ITEM**

ITEM #: 6b

DATE: 04/02/2020

**TOPIC:** Suspension of Policy GBBA

**BACKGROUND:** ETS (Praxis) testing has been suspended during the Covid-19 pandemic. This has prevented teachers from being able to test/meet testing requirements.

**ALTERNATIVES:**

**SUPERINTENDENT'S**

**RECOMMENDATION:**

**INFORMATION  
SOURCES:**

Serina Duke,  
Human Resources Director

**ST. JOHN THE BAPTIST PARISH SCHOOL BOARD  
SCHOOL BOARD MEETING  
AGENDA ITEM**

ITEM #: 7a

DATE: 04/02/2020

**TOPIC:**

Announce intent to levy millages for the 2020 tax roll at the May 28<sup>th</sup>, 2020 meeting

**BACKGROUND:**

This is required to levy our ad valorem taxes for next fiscal year.

**ALTERNATIVES:**

Accept recommendation  
Do not accept  
Table

**SUPERINTENDENT'S RECOMMENDATION:**

**COST:**

\$

**INFORMATION SOURCES:**



**ST. JOHN THE BAPTIST PARISH SCHOOL BOARD  
SCHOOL BOARD MEETING  
AGENDA ITEM**

ITEM #: 7b

DATE: 04/02/2020

**TOPIC:** Approve to Advertise or Extend Contracts for 6 months pending  
information from Attorney General (AG) office

**BACKGROUND:**

**ALTERNATIVES:**

Accept recommendation  
Do not accept  
Table

**SUPERINTENDENT'S RECOMMENDATION:**

**COST:** \$

**INFORMATION SOURCES:**

**Janice Gauthier**

### 2020 - Expiring Contract List

Bid Contract#/ Description	Awarded to	BiD Contract Date	Expiration Date
20.08 - Bus Part	Napa Auto Parts	5/23/2019	5/23/2020
20.09 - Copier /Computer Paper	High Touch	5/23/2019	5/23/2020
20.10 -Office Supplies	Louisiana Office Products	5/23/2019	5/23/2020
20.11 - Instructional Material - Category I: Early Child Hood - Headstart - Kindergarten	High Touch Kaplan	5/23/2019	5/23/2020
20.11 - Instructional Material - Category II: Special Education	Mentoring Mind NCS Pearson	5/23/2019	5/23/2020
20.11 - Instructional Material - Category III: Grades 1-8	Lakeshore Learning	5/23/2019	5/23/2020
20.11 - Instructional Material - Category IV: Grades 9-12	S&S Worldwide Hertz Furniture Blick Art Materials	5/23/2019	5/23/2020
20.11 -- Category V: Scientific Materials	Sargent Welch Fisher Scientific Ward's Science	5/23/2019	5/23/2020
20.11 - Category VI: Athletic Material	BSN Sports US Games	5/23/2019	5/23/2020
20.11 - Category VII: Industrial Arts/ Vocational Education	Midwest Technology	5/23/2019	5/23/2020
20.11 - Category VIII: Medical Supplies /Equipments	Nasco	5/23/2019	5/23/2020
20.11 - Category IX: Incentive Items	Benchmark Education Saddleback Educational	5/23/2019	5/23/2020
20.11 - Category IX: Incentive Items	Houghton Mifflin Harcourt Zaner-Bloser	5/23/2019	5/23/2020
20.11 - Category IX: Incentive Items	Pearson K12 Learning Junior Library Guild Teaching Strategies	5/23/2019	5/23/2020
20.12 General Maintenance Supplies	Fisher's Ace Hardware	5/23/2019	5/23/2020
20.13 Electrical Supplies	Notoco Electric	5/23/2019	5/23/2020
Bid 20.14 Air Conditioning/Welding Supplies	Baker Distributing Industrial Welding Supply	5/23/2019	5/23/2020
Bid 20.15 Plumbing Supplies	Southern Pipe & Supply	5/23/2019	5/23/2020
Bid 20.16 Custodial Cleaning Supplies	Economical Janitorial	5/23/2019	
Bid 20.18 Award/Incentive Items: T-Shirts Plaques, Acrylics & Trophies Promotional Items	Fisse Graphics Tri Parish Trophies Advanced Marketing & Promotions	5/23/2019	

## 2020 - Expiring Contract List

<b>Bid Contract#/ Description</b>	<b>Awarded to</b>	<b>BiD Contract Date</b>	<b>Expiration Date</b>
Proposal 18.02 Official Journal	L'Observateur	5/25/2017	5/25/2020
Proposal 18.20 - Food Service Equipment Maintenance	L & Son Inc.	5/25/2017	5/25/2020
Proposal 18.24 Student and Athletic Insurance	McGriff Insurance Srvs.	7/20/2017	
Proposal 14.05 Fiscal Auditors	Carr RiggsIngram	6/6/2013	6/13/2019
Ground Maintenance	Firm EnterPrise		

**ST. JOHN THE BAPTIST PARISH SCHOOL BOARD  
SCHOOL BOARD MEETING  
AGENDA ITEM**

ITEM #: 7c

DATE: 04/02/2020

**TOPIC:** Fiscal Year Auditor (Addendum for Advertisement to Rebid)  
Also permission to Re-bid once RFQ is reviewed

**BACKGROUND:** Because of COVID - 19 bids were not received at the Parish.  
there were no Bids uploaded to Central Bidding.

**ALTERNATIVES:**  
Accept recommendation  
Do not accept  
Table

**SUPERINTENDENT'S RECOMMENDATION:**

**COST: \$**

**INFORMATION SOURCES:**

Janice Gauthier – Purchasing Director

**ST. JOHN PARISH SCHOOL BOARD  
SCHOOL BOARD MEETING  
AGENDA ITEM**

ITEM #: 8a

DATE: 04/02/2020

**TOPIC:** Request Approval of 2020-2021 School Calendar

**BACKGROUND:**

**ALTERNATIVES:**

**SUPERINTENDENT'S  
RECOMMENDATION:**

**COST:**

**INFORMATION  
SOURCES:**

Ms. Michelle Seymour  
Calendar Committee



# St. John the Baptist Parish Public Schools

School Calendar 2020 – 2021

Adopted by Board – Date: \_\_\_\_\_

**\*Due to COVID-19, there may be changes to the school year calendar.**

## August

- 3-4 Professional Development Days
- 5 Teacher Classroom Work Day
- 6 First Day of School for Students
- 13 First Day for Kindergarten / Universal PreK / LA4 / Model Early Students
- 20 First Day for Head Start Students

## September

- 7 Labor Day Holiday
- 30 Early Release

## October

- 7 End of First Nine Weeks
- 8 Begin Second Nine Weeks
- 12–13 Fall Break Holiday
- 28 Early Release

## November

- 2 Professional Development Day – No School for Students
- 3 Election Day Holiday (Primary/Congressional)
- 23 – 27 Thanksgiving Holidays
- 30 Students Return

## December

- 18 ½ Day for Students / End of Second Nine Weeks
- 21 - 31 Christmas Holidays

## January

- 1 New Year's Holiday
- 4 Professional Development Day – No School for Students
- 5 Students Return- Begin Third Nine Weeks
- 18 Martin Luther King Holiday
- 19 Students Return
- 22 100<sup>th</sup> Day of School
- 27 Early Release

## February

- 15-19 Mardi Gras Holidays
- 22 Students Return
- 24 Early Release

## March

- 15 End of Third Nine Weeks
- 16 Begin Fourth Nine Weeks

## April

- 2 - 9 Easter Holiday
- 12 Students Return

## May

- 14 Last Day for Seniors (ESJH/WSJH)
- 25 Last Day for Students / ½ Day for Students/ End of Fourth Nine Weeks
- 26 Records' Day

### 2020-2021 LDOE ACT/EOC/LEAP 2025 Assessment Schedule (Calendar is subject to change if any of the testing dates below change):

ACT Statewide Testing (Initial/Make-Up) March 9/ April 10

LEAP 2025 Computer-Based Window (5<sup>th</sup> – 8<sup>th</sup> grades) March 29- April 30

EOC / LEAP 2025 Fall Testing Window December 1-18

EOC / LEAP 2025 Spring Testing Window April 15- May 14

LEAP 2025 Paper-Based Testing (3<sup>rd</sup> - 4<sup>th</sup> grades) April 21- April 27

WorkKeys Testing Window October 1- April 10

AP Testing Window Complete by May 14

CLEP Testing Window Open Window/ Complete by May 14

**ST. JOHN PARISH SCHOOL BOARD  
SCHOOL BOARD MEETING  
AGENDA ITEM**

ITEM #: 9a

DATE: 04/02/2020

**TOPIC:** Request Approval of Superintendent Search Advertisement

**BACKGROUND:**

**ALTERNATIVES:**

**SUPERINTENDENT'S  
RECOMMENDATION:**

**COST:**

**INFORMATION  
SOURCES:**

Mr. Patrick H. Sanders



# JGCONSULTING

## Application: Superintendent

### St. John the Baptist Parish Public Schools

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The St. John the Baptist Parish School Board is seeking a highly qualified leader to serve as the Superintendent. The successful candidate should possess the following characteristics and qualifications:

- A proven leader who has served in an organization with preferably five (5) or more years of experience at the executive-level (Doctoral Degree preferred);
- A track record of successfully implementing best practices to maximize the success of the entire organization with an emphasis on raising academic achievement for all students;
- A team builder who possesses the management style and interpersonal skills to build, motivate and maintain a highly effective executive staff and who can set clear expectations and delegate authority but remains knowledgeable and accountable for the district's overall progress;
- Ability to work collaboratively with the School Board, staff, students, parents, and community to build a climate of transparency, mutual trust, respect and cooperation;
- An unwavering commitment and dedication to supporting and growing a culture of inclusion and equity throughout the district and community;
- Expertise in finance, budget management, and legislative engagement, as well as the ability to maintain and increase outside funding sources;
- A visionary leader who can build and strengthen relationships with all stakeholders while supporting academic achievement;
- Possesses the leadership skills necessary to respond to the challenges of an ethnically and culturally diverse district and community;
- An ethical leader who is a good communicator, is open and approachable, and is actively and enthusiastically involved and visible within the district and community with a long-term commitment to serving the district and St. John the Baptist Parish community;
- A progressive leader with experience in the planning, implementation, and assessment of relevant professional development for members of the district's educational community;
- A thoughtful leader who can build consensus yet make and take responsibility for difficult decisions that are in the best interest of all students and taxpayers within the district.

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## CONDITIONS OF EMPLOYMENT

<u>Salary and Benefits:</u>	Negotiable; commensurate with experience
<u>Criminal History/Background:</u>	Required
<u>Fingerprinting:</u>	Required

The online application should include one (1) file with the following information in PDF format:

- Letter of Interest
- Current Resume
- List of References
- College/University Transcripts
- Copies of the "verification forms" with signatures (scanned copies are acceptable)

**Electronic submittal is preferred:**

(A reply email will be sent to confirm submission has been received)

**Application packets may be mailed to:**

One-Fourth Consulting, LLC (JG Consulting dba)  
723 W. University Dr., Ste, 110-194  
Georgetown, TX 78626

**Application Deadline: May 17**

**Desired Beginning Date: July**

**JG Consulting is conducting the executive search:**

James Guerra, CEO	Alton Frailey	Raymond Allmon
P: (214) 934-5537	P: (832) 748-0602	P: (225) 361-9035
E: <a href="mailto:james@jgconsulting.us">james@jgconsulting.us</a>	E: <a href="mailto:alfrailey@yahoo.com">alfrailey@yahoo.com</a>	E: <a href="mailto:rva@craftsince1954.com">rva@craftsince1954.com</a>

Applicants are not to contact any members of the Board. The final selection and appointment is the sole responsibility of the School Board. For clarification and application inquiries, call (888) 765-3731. The St. John the Baptist Parish Public Schools does not discriminate against race, religious creed, color, national origin, age, ancestry, physical and/or mental disability (including HIV and AIDS), medical condition, genetic information, marital status, sex (childbirth, breastfeeding and medical conditions related to pregnancy, childbirth or breastfeeding), gender, gender identity, gender expression, age, sexual orientation, and military and/or veteran status.

# JGCONSULTING

Search Activity	Dates
School Board Contracts with JG Consulting	March 30
Provide Draft Application & Job Profile to the School Board	April 10
Present Draft Application & Job Profile for School Board's Approval	April 17
Application & Job Profile Posted	April 18
Candidate Applications Due	May 17
Candidates to complete the OnDemand Interview	May 17 – 24
Virtual Meeting with Board & Present the Candidates for Interview Selections	May 29
Candidate Interviews with the Board***	June 15 – 30 <sup>1</sup>
School Board Names Lone Finalist	July - TBD

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<sup>1</sup> Dates and Times are TBD.



# JGCONSULTING

## Verification for Superintendent

Please attach a brief explanation for any circumstances arising from the questions below that you are unable to initial. I hereby certify that none of the listed conditions have occurred by initialing each of the following:

\_\_\_\_\_ I have never left any educational school-related employment or other profession, voluntarily or involuntarily, while the subject of an inquiry, review, or investigation of alleged misconduct or alleged violation of professional standards of conduct or had reason to believe such investigation was imminent.

\_\_\_\_\_ I have never been nor am I currently the subject of an inquiry, review or investigation for alleged misconduct or alleged violation of the professional standards of conduct.

\_\_\_\_\_ I have never failed to complete a contract for educational services in any educational or school-related position for any alleged misconduct or alleged violation of professional standards of conduct.

\_\_\_\_\_ I have never had a professional certificate, credential or license (of any kind) revoked or suspended nor have I been placed on probationary status for any alleged misconduct or alleged violation of the professional standards of conduct.

\_\_\_\_\_ I have never been denied a professional license for which I applied or was granted a professional license on a conditional or probationary basis for any alleged misconduct or alleged violation of professional standards of conduct.

\_\_\_\_\_ I have never surrendered a professional license of any kind before its expiration.

\_\_\_\_\_ I have never been disciplined by any public agency responsible for licensure of any kind, including but not limited to educational licensure.

\_\_\_\_\_ I have never been charged with any: (a) felony, (b) misdemeanor, or (c) major traffic violation, such as; driving under the influence of intoxicants or illegal drugs; reckless driving; fleeing from or attempting to elude a police officer; driving while my license was suspended, revoked or used in violation of any license restriction; or failure to perform the duties of a driver or witness at an accident.

\_\_\_\_\_ I have never entered a plea of guilty or no contest relative to any charge for an offense listed in the question above.

\_\_\_\_\_ I have never had any civil complaint, judgment or other court order entered against me resulting from abuse, assault, battery, harassment, intimidation, neglect, stalking or other threatening behavior toward other persons.

\_\_\_\_\_ I have never been the subject of a substantiated report of child abuse or sexual misconduct of any kind.

\_\_\_\_\_ I have not previously nor am I currently the subject of an ongoing investigation related to a report of suspected child abuse or sexual conduct (involving a PreK-12 student or minor child).

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I authorize you to make such investigations and inquiries of my personal, employment, educational, financial, and other related matters as may be necessary for an employment decision.

## Confirmation of Verification

The information that I have provided in this Verification of Superintendent Application is true and accurate to the best of my knowledge. I have answered all of the questions to the best of my ability and I have not knowingly withheld information that would negatively affect my application. Any misrepresentations or omissions of fact in this application, any materials submitted with this application, or during interviews may be cause for rejection of this application or subsequent dismissal from employment, if hired.

I hereby authorize all my current and former employers who are education providers to disclose the (a) dates of my employment; (b) whether I was the subject of any substantiated reports of child abuse or sexual conduct related to my employment; (c) the dates of any substantiated reports; (d) the definitions of child abuse and sexual conduct used by the education provider when the determination was made that any reports were substantiated; and (e) the definitions of child abuse and sexual conduct used by my education provider employer to determine whether any reports were substantiated.

I authorize my listed references, current and past employers and educational institutions, and anyone else who has information about my work history, education qualifications, or fitness to provide such information to the school district for which I have completed an employment application. I release the school district and all persons providing this information to the school district from any liability whatsoever for obtaining and providing that information, regardless of the results.

I acknowledge that finalists in this superintendent search may be subject to criminal records check by the school district or any other relevant state-licensing agency related to my employment. I acknowledge that the school district may conduct an Internet search, reference checks, background investigations and confirmation of employment as a part of this application.

**Signature of Applicant:** \_\_\_\_\_

**Printed Name of Applicant:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# JGCONSULTING

## AUTHORIZATION AND RELEASE

### IMPORTANT: READ CAREFULLY BEFORE SIGNING

Louisiana Revised Statutes 17:3884 provides that a school board considering the employment application of a person who has been evaluated in another school system shall request such person's evaluation results as part of the application process and shall inform the applicant that his/her evaluation results will be requested. The applicant shall be given the opportunity to review any information received by the prospective employer as a result of such request and afforded the opportunity to provide any response or information the applicant deems appropriate. Please be advised, therefore, that the St. John the Baptist Parish School Board will request evaluation results on you from each of the school districts you have listed in your application. You will be given an opportunity to review the evaluation results received and to provide a response or information if you would like to do so. Any written response or information you might provide will be retained with your application.

Louisiana Revised Statutes 17:15 also requires all applicants for employment to be fingerprinted in order to assist in background checks of those individuals. Should it be determined that any applicant (or employee) has been convicted of one or more of the criminal offenses set forth in Louisiana Revised Statutes 17:587.1(C), then that applicant (or employee) is generally precluded from further employment with the school system. The conviction of other offenses that call into question the applicant's fitness for the position may also preclude employment or continued employment.

Louisiana Revised Statutes 17:81.9 further requires a school board receiving an application to request that all current and prior school board employers of the applicant provide it with all information in their records relative to instances of sexual misconduct, if any, with students committed by the applicant. This law further provides that the applicant must release all such employers from liability arising from the release of such information to the prospective employer.

Louisiana Revised Statutes 44:1 et al. provides that public records are subject to production to persons requesting such information, including members of the press. Accordingly, I understand that the fact that I am seeking employment with the Board and my application may become public knowledge.

# JGCONSULTING

## AUTHORIZATION AND RELEASE

I certify that the information which I have provided in the attached application is true, correct and complete. I understand that furnishing false information or omitting material information on this application could disqualify me from consideration for employment or could lead to my discharge from employment. I have read and agree to the above provisions and hereby authorize the St. John the Baptist Parish School Board to request, receive, review and consider my prior evaluations and information relative to sexual misconduct or physical abuse, if any, with students from all of my current or previous school system employers. I further release the St. John the Baptist Parish School Board, its employees, agents and insurers and all current and former employers, their agents, employees and insurers from any liability connected with such disclosures and do hereby specifically authorize such employer(s) to release to the St. John the Baptist Parish School Board such information and documentation as may be requested in connection with my application for employment with it, including any documentation which had been previously sealed.

**Signature of Applicant:** \_\_\_\_\_

**Printed Name of Applicant:** \_\_\_\_\_

**Date:** \_\_\_\_\_