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DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. resume	Resume of Pamela Wall (partial) (1 page)	n.d.	P6/b(6)
002. resume	Resume of Donna Andrepont (partial) (1 page)	n.d.	P6/b(6)
003. resume	Resume of Susan S. Catchings (partial) (1 page)	n.d.	P6/b(6)

COLLECTION:

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FOLDER TITLE:

[Public Education Fund Network] [5]

2011-0255-S

rc217

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P1 National Security Classified Information [(a)(1) of the PRA]
P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P3 Release would violate a Federal statute [(a)(3) of the PRA]
P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

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b(1) National security classified information [(b)(1) of the FOIA]
b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
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b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

The Public Education Fund Network Comprehensive School Health Initiative

Application for Planning Grants

Application Abstract

Organization Name: Academic Distinction Fund
Contact: Donna Neuman
Address: 8550 United Plaza Blvd., Ste. 204
Baton Rouge, LA 70809
Phone: (504) 922-4560 Fax: (504) 922-4562

Priority (please circle only one): A ☒ B ☐ C

Application Summary (goals, objectives, proposed process, evaluation):

Louisiana young people exhibit a high rate of risk behaviors that have a negative impact on their quality of life and achievements. The Academic Distinction Fund in Baton Rouge, Louisiana, has determined that comprehensive school health is an education issue that needs to be addressed in a cooperative community effort. The goals of OPERATION HEALTHNet are centered in the identification of a community-wide strategy to design and implement enhanced comprehensive school health programming in local schools through increased coordination and linkages of current programs. Both resources and gaps in service will be revealed. In the process, school health will become part of the education reform movement in Baton Rouge as citizens become more aware of the impact of school health models on the child/adolescent risk factors that concern them the most. Among desired outcomes is the creation of "champions" among school personnel who must affect the necessary change at the school-level.

A planning model previously utilized in Phoenix and in the state of Florida will be modified to create a public voice involving over 250 citizens representing families, business, churches, schools, providers, and non-profits. Separate teams will work on the 8 different components of comprehensive school health under the leadership of ADF and a special Project Director. In compliance with the request for proposals, a focus on HIV/Aids will be undertaken by each team. A Community Planning Committee of nearly 30 individuals and organizations has committed to oversee the project. Members of that committee who belong to organizations that have implemented quality management systems will help to set benchmarks and indicators of success that are matched to stated objectives and desired outcomes. Evaluation will be both formative and summative, both qualitative and quantitative in nature. Funding of \$14,990 is requested.

Community Planning Committee Members (list name, title, and affiliation):

See Attached

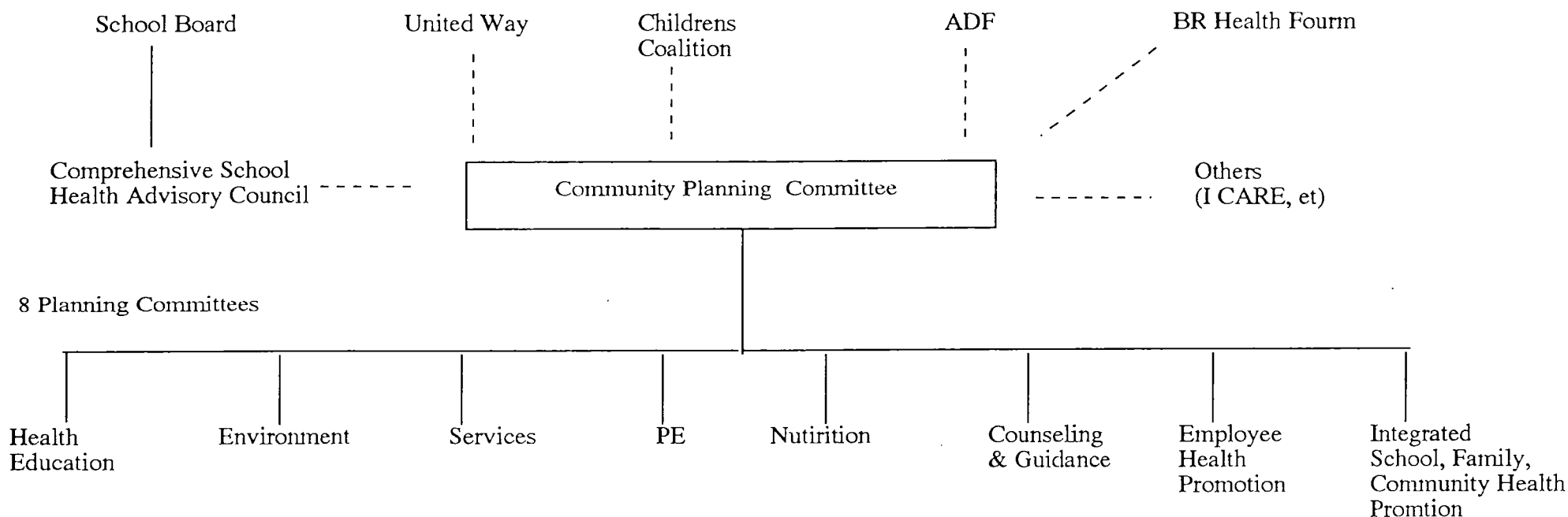
Proposed Planning Budget: \$ 14,990.00

12
one of the funds everyone looks
- planning
- community assessment 22
- collaboration
- planning process includes teachers

**ACADEMIC DISTINCTION FUND
COMPREHENSIVE SCHOOL HEALTH
Community Planning Committee**

Sandra Adams, Louisiana MCH Coalition	925-7238 (phone)	925-7239 (fax)
Mary Kay Brown, Academic Distinction Fund	927-6262 (phone)	927-1672 (fax)
Sue Catchings, School-based Health Clinic	922-2842 (phone)	922-2845 (fax)
Beverly Cheveallier, Women's Hospital, Comm. Ed.	924-8457 (phone)	927-6848 (fax)
Jenola Duke, VIPS	923-8587 (phone)	923-8582 (fax)
John Erickson, Children's Coalition	926-2697 (phone)	926-7552 (fax)
Kathryn Farris, Nat'l. Hemophilia Foundation (LA Chapter)	291-1675 (phone)	291-0575 (fax)
Holley Galland, Earl K. Long	358-1215 (phone)	358-1211 (fax)
Vic Howell, General Health Systems	387-7843 (phone)	346-5929 (fax)
Ken Jenkins, EBRP School Board	922-5615 (phone)	922-5411 (fax)
Willie Johnson, Chamber of Commerce	381-7135 (phone)	336-4306 (fax)
Virginia Pearson, Community Health Forum	765-7708 (phone)	765-8305 (fax)
Nona Thelen, United Way	383-2643 (phone)	383-9922 (fax)
Pam Wall, Grantwriter	767-1436 (phone)	767-1436 (fax)
Karen Futrell, Academic Distinction Fund	273-1809 (phone)	923-1234 (fax)
Donna Neuman, Academic Distinction Fund	922-4560 (phone)	922-4562 (fax)

PRIORITY B: A community planning process to enhance existing comprehensive school health programs through coordination of programs and services.



Planning Committees

1. Run by a lead agency and person from the schools.
2. 25 people/committee. 5 per subcommittee.
3. Subcommittees
 - a. professional preparation & practice
 - b. policy
 - c. parent and community involvement
 - d. awareness
 - e. resources
 - f. Hiv/Aids Education

Six Priority Youth Risk Behaviors

1. Tobacco Use
2. Alcohol and Drug Use
3. Sexual Behaviors
4. Behaviors that result in unintentional injuries
5. Physical Activity
6. Dietary Behaviors

Application Narrative--Priority B

"By combining a wealth of expertise and a variety of perspectives, interagency partnerships have the opportunity to reorient systems away from the narrow dimensions of single agency mandates toward the broad based needs of families and children. A wide array of prevention, treatment, and support services is the first essential element of high quality, comprehensive service delivery." What It Takes: Structuring Interagency Partnerships to Connect Children and Families with Comprehensive Services

A. SUMMARY AND CONCLUSIONS OF THE COMMUNITY ASSESSMENTS

The economic and social order in America has changed in such a way that many children and families face turmoil everyday, especially in Louisiana, where 31% of children are living in poverty. State data indicate that young people in Louisiana exhibit a high rate of risk behaviors. For example, we are one of only two states in the nation where more adolescents are killed by guns than in car accidents. The top three leading causes of death among state citizens between the ages of 1 and 24 are homicide, accidents (many preventable), and suicide. And according to the Office of Public Health, each day four Louisiana teens are exposed to the virus that causes AIDS. Louisiana ranks 12th among the states in the number of AIDS cases, with 6,206 cases diagnosed as of August 1994..

Drinking is part of the southern Louisiana Cajun culture, and the Youth Risk Behavior Survey lists 40% of children under 13 who have had more than a few sips of alcohol. Tragically, the YRBS states also that 45% of respondents were in a physical fight in the last 12 months, with 23% of male ninth graders involved in fights on the school grounds in 1993.

In Baton Rouge, there were over 16,000 school suspensions or expulsions last year. During that time period, over 4,000 juveniles were arrested in Baton Rouge, with the greatest number being fifteen years of age. Thirteen percent of murder suspects were under age 16.

We have the third highest rate of gonorrhea among teens in the nation and one of the highest teen birth rates. Sex education, however, is left up to the discretion of local Louisiana school boards, and the Baton Rouge School Board prohibits certain instruction in the area of sexually transmitted diseases and sex education without written parental consent. (Incidentally, the La. YRBS does not include any survey questions that have to do with sex, a decision made by officials at the State Department of Education.) Physical education is required for only 2 of the 4 years of high school coursework, and most school health education in Louisiana is currently directed toward P.E. instructional settings.

The Baton Rouge public school system, with 60,000 students, is majority minority, although the overall population of Baton Rouge is only 40% minority. More than half of students participate in the federal school lunch program. Nearly 40% of ninth graders fail to graduate 4 years later, with some schools having a drop out rate of almost 60%. In some elementary schools, more than half of the new, entering students arrive without required immunizations, even with availability of community public health clinics.

Presently, all schools in Baton Rouge have a school counselor who often spends a majority of time in school administration chores. School nurses each have up to 5 schools and 4000 children to monitor; a few screenings and checks on immunization records are all that are

possible. The most complete implementation of the 8 components of comprehensive school health occur in the 5 (out of 101) schools with school-based health clinics staffed by healthcare professionals, but even those have inadequate curriculum, little staff development for teachers, and limited parent participation. State and local school policies allow a short course in HIV/AIDS education as part of science coursework in 7th and 10th grades, and next year a half year credit course in health education provided by physical education teachers is required in 9th grade. In spite of mandates, Baton Rouge schools are unable to comply because of a lack of credentialed teachers. (See listing of all Attachments comprising assessment documents, combined as Appendix 1.)

In addition to the statistical data collected through public agencies, three relevant community assessments have occurred in the last two years in Baton Rouge, each with a different methodology and performed by different community groups. A focus of each effort included the ordinary citizens who live, vote, and work here, including those who send their children to public schools. Although attached assessment documents contain an abundance of statistical data, these following assessments are included because of the qualitative nature of community responses that resulted. Outcomes have emphasized that a number of health needs are unmet; and even with several school-based health clinics and a large number of competing providers, a rich and integrated systemic school program does not exist. Included in Appendix 1:

I. Baton Rouge Children's Coalitions for Change Project-1992-93 (Attachment H in Appendix 1): under an 18-month grant from the Administration for Children and Families' Community Coalition for Change project, a series of community focus groups and study circles (the model of the Kettering Foundation's National Issues Forum) met for nearly a year, assisted by volunteers from the government and non-profit sectors providing services to children. A community planning booklet was created with grant funds, and citizens in five high risk, inner-city neighborhoods identified needs and resources by working through the booklet as a group. Issues raised were a lack of responsible behavior, a lack of services and/or access to services for children and families, and a lack of local neighborhood leadership and organization. Needs identified focused on "fractured families, fractured communities," and narrowed in on parenting education, teen pregnancy, substance abuse, and too many young people who were not in school and not working (a Carnegie report listed Louisiana as having the highest number of adolescents in this category.) Conclusions were that a series of "community living rooms" or family resource centers should be located in each neighborhood to provide activities for children and families from 7 in the morning until 7 at night. These community resource centers, envisioned as safe havens as well as enriched educational environments, would provide a school-based clinic and intergenerational education and recreation activities. (See outline of model, Development Paper, Attachment I in Appendix 1.)

II. Baton Rouge Community Health Needs Assessment -1994 (Attachment J): A coalition of 10 healthcare providers sponsored a community wide assessment because of mutual concerns about rising costs, accessibility, and quality of healthcare. Led by an independent healthcare consultant, three task forces were formed to guide the model: (1) a Data Gathering Task Force to put together existing information to form a statistical overview of the area; (2) a Communications

Task Force to develop employee newsletters and an awareness plan to encourage participation; and (3) an Interview Task Force to conduct more than 140 individual interviews, 26 small focus groups, and 65 mail surveys. A diverse representation of responses from 300 people was collected over 2 months. Issues raised were a lack of information about existing health and social services, increased crime and violence in the city, the impact of the petrochemical industry, teen pregnancy rates and poverty, and the public education system. Conclusions were that access to healthcare information was an over-riding concern, and respondents identified a need for more primary care and wellness programs.

III. Community Assessment Project by United Way, LSU, Southern University, Mayor of Baton Rouge, Junior League, Chamber of Commerce, and others--presently under completion--measures top community and household concerns. Survey of 1,200 households in 10 parishes of greater Baton Rouge area and interviews of 400 key community leaders. Most serious community health issues identified are substance abuse, teen pregnancy, crime, pollution, and lack of affordable medical care. (Attachment K) An interesting development so far is that community leaders identified large, system concerns--education, environment, etc.--while households are concerned about shelter, family stresses, day care, and job security.

Although Baton Rouge is fortunate to have caring people, new initiatives, and a number of service providers, our rates of youth violence, teen pregnancy, venereal disease, and poverty demonstrate that our youth population is at great risk. Health programming in the school system needs to be comprehensive, preventive and interventive in nature. Limited implementation of comprehensive school health is present in many schools, but there is not a comprehensive curriculum or staff development plan. Currently little attention is given to health components in a teacher's preservice university training, even if reform is an issue of discussion. On January 1, 1995, a new School Board assumes office in Baton Rouge, and the environment is ripe for change in our community. This is surely an opportunity to begin systemic and structural change as we lower barriers to service for the children in our public schools.

B. PROPOSED PLANNING ACTIVITIES

"Synergy means working together cooperatively such that the total effect is greater than the sum of the effects taken independently--a situation where $1 + 1 = 3$ or 4 or more. This project is about rebuilding and redesigning connections among individuals, schools, families, and providers." CPC member

Priority Area:

The Academic Distinction Fund has convened stakeholders in the education and healthcare community several times to proceed with the application for this planning grant. The Community Planning Committee has been formed from interested participants from these informational meetings. Priority B was chosen in an early meeting of the Community Planning Committee after discussion of the priority descriptions in the PEFNet information. Over 15 healthcare and education leaders and the School Board's instructional supervisor for health education were in attendance at that meeting, as well as Board members of the Academic Distinction Fund and staff of the school based clinics.

Goals and Objectives:

The goals of this planning project are centered in the identification of a community-wide strategy to design and implement a proactive, comprehensive school health program in the schools of Baton Rouge through increased coordination and linkages of programs.

Objectives relate to the establishment of a cooperative initiative to assess the need for more comprehensive services and to recommend strategies to coordinate existing services, with a focus on the eight areas of comprehensive school health. The expected outcomes are a set of strategies aimed at moving beyond cooperation toward true interagency collaboration built upon a shared vision of community-supported comprehensive school health programming.

Our planning model was used first in Phoenix, and then again more recently in Florida to design a statewide strategic plan for school health education. In the Phoenix model, eight appropriate committee heads are recruited, one for each area of comprehensive school health. The eight leader agencies or entities then identify and recruit 25 to 30 task force members for their team. Each team will contain representation of all stakeholders--providers from both the public and private sectors, parents, teachers and school administrators, community leaders, and healthcare professionals. In each of the eight groups, six sub-groups will be formed made up of 4 to 5 task force members each to address 6 issues-- including the inclusion of HIV/AIDS treatment, education and prevention-- that are identified in the Phoenix/Florida models. Each group will follow a process "template" to facilitate and standardize the methodology for each sub-group. Outcomes from each area sub-group will then be compiled into a comprehensive strategic plan that addresses the goals of Priority B. The leaders of the 8 groups will be on the Community Planning Committee, which will also include other leaders who will oversee and drive the process. The Community Planning Committee will be chaired by the Project Director (See Workplan, next section, for continuation of planning activities)

Goal I: To strengthen and expand comprehensive school health in Baton Rouge, including HIV/AIDS components, as a part of local reform efforts by convening public schools, health agencies, citizens, and community based providers for strategic planning. Objectives under this goal are:

- To engage 70% of major area healthcare providers by the end of August 1995 with educators in CSHI planning process that will identify issues, needs, resources, and strategies to enhance comprehensive school health programming.
- To identify existing services in the schools and community that relate to the 8 areas of comprehensive school health, including HIV/AIDS, by April 30, 1995.
- To identify effective and fully-utilized healthcare resources in Baton Rouge that apply to children and families as they relate to the 8 areas of comprehensive school health, by the end of May 15, 1995.
- To identify issues and gaps in services in Baton Rouge as related to the 8 areas of comprehensive school health, including HIV/AIDS, by June 15, 1995.
- To plan strategy for complete scope of comprehensive school health programming in Baton Rouge schools by linking and expanding services, by end of July 1995.
- To involve at least half of the new School Board members in the planning process.

Goal II: To work toward National Education Goals and Healthy People 2000 Goals by institutionalizing comprehensive school health for all school-aged children in Baton Rouge public schools by the year 2000. Objectives under this goal include:

- **To create shared vision among Baton Rouge community through process of planning and dialogue over a minimum of 6 months, with over 200 participants.**
- **To create a final document for a community/school strategy for coordination, collaboration, and enhanced service delivery for comprehensive school health programming in schools of Baton Rouge, La., by September 10, 1995, that will be used for future funding proposals. A three-year plan is to be designed.**
- **To create a cadre of teachers and educators who will become "soldiers of change" for quality implementation of comprehensive school health at the school level, as demonstrated by longitudinal changes in student risk behaviors over the next five years.**

Proposed Workplan:

Upon notification of a planning grant award, the CPC will convene and issue a press release explaining the project and encouraging participation from all sectors of the community. A Project Director will be identified and a contract signed. In the first month of implementation, the Project Director will take names and addresses of interested citizens and will work with the CPC to form the 8 teams of 25-30 people as designed in the Phoenix model. There have already been significant volunteers among CPC members. A day-long kick-off retreat is planned, with planners and trainers with the large hospitals assisting in building consensus for the task at hand. Teams to be formed will correspond to the 8 areas of comprehensive school health: 1. HEALTH EDUCATION; 2. HEALTHFUL SCHOOL ENVIRONMENT; 3. SCHOOL BASED PHYSICAL ED.; 4. HEALTH SERVICES; 5. COUNSELING/GUIDANCE; 6. HEALTH PROMOTION OF FACULTY/STAFF; 7. NUTRITION/FOOD SERVICE; 8. INTEGRATED SCHOOL/FAMILY/COMMUNITY HEALTH.

Initial meetings, in addition to the retreat, will be held to identify sub-groups, identify tasks, and undergo training in the selected process. The CPC, and then each of the 8 teams, will endeavor to identify all stakeholders and other service providers in each of the 8 areas of comprehensive school health and recruit cross-section representation of the community for each team. Each team, and each of the 6 sub-groups of each team, will engage in a pre-designed list of tasks that are part of the model. (See Appendix 6, sample forms to be completed by sub-groups, as well as a form from the Florida/Phoenix model.) All meetings of teams and sub-groups will have a pre-appointed facilitator and a recorder. A survey sheet will be distributed at the end of every meeting that will tell evaluators what more needs to be included, what is working, and what team members would like to see included next time. Meetings will be scheduled at the beginning of the planning period so that all members know the schedule for the entire 6 month process.

Six critical issues have been identified which must be addressed in order to advance Comprehensive School Health in Baton Rouge. In an adaptation of the Phoenix model, each team will assign one sub-group to address each of these issues for the duration of the planning process. These sub-group topics/issues are: POLICY; AWARENESS; PROFESSIONAL

PREPARATION AND PRACTICE; PARENT AND COMMUNITY INVOLVEMENT; RESOURCES; and HIV/AIDS COMPONENTS. One sub-group in Phoenix and Florida worked on *Educational Outcomes and Standards*, but the Louisiana State Department of Education has just finished a lengthy process to identify standards, and the planning model we will use will identify separate outcomes desired in each of the issue areas as part of the template to be used by each committee. After the planning process is well-underway, at least two meetings will be held of sub-groups from each of the eight teams in order to cross-reference outcomes--for example, in month 4 the "policy" sub-groups from all 8 teams will meet to review policy issues that have emerged in each team, and the HIV/AIDS sub-groups will meet together to reduce duplication and help prioritize strategies and needs that are common to each area of comprehensive school health. The Director of ADF and the Project Director will schedule, coordinate, and monitor all meetings, documents, and issues, reporting back regularly to the CPC. The Evaluation sub-committee of the CPC will report each month on formative evaluation activities and outcomes. (See Section D for evaluation plan.)

Community Entities to be Included:

Ultimately, the site of successful planning is to be the approximately 100 Baton Rouge elementary, middle, and secondary schools in Baton Rouge, involving extended day and ancillary programming as well. Personnel from schools and school system administration, teachers, parents, and School Board members must be included on both the CPC and the 8 teams. (See MOA's in Appendix 2 for complete list.) Businesses, providers, schools, churches, and families will be represented in the process.

Expected Barriers to Productive Discussions and Strategies to Overcome Them:

- *"buy-in" from significant administrators of school system*

The strategy here would be to include administrators in the planning process, using influential leaders in the community to urge the participation of the most significant school supervisors. Teachers should also be heavily represented in order to identify challenges and barriers to school-site implementation of a community plan.

- *curriculum not written to be integrated into instruction mandated by state school policy*
Part of the planning process undertaken by the committee on School Health Education should be to review the feasibility of using curriculum writers to rewrite current approved instruction into content areas should a larger grant for implementation be requested.

- *citizens think schools should concentrate on math, reading, and language and not be teaching health or providing health services. Also, some citizens view comprehensive school health as a license to teach sex education in schools, to which they are opposed.*

It is highly desirable to educate as part of the planning process. Also, some coverage by the media will be pursued in order to develop a forum for the education and awareness of families and citizens in the community. It is very important to note that parents and citizens are very concerned about crime and violence in the schools and are often unaware of the relationship

between safe schools and school health program models. The connection must be demonstrated during the process. That's why this project is so important.

- *time and resources*

Effective reform is dependent upon new forms of interprofessional preservice and inservice education, training, and leadership development. Leaders interested in school health issues will naturally emerge in the planning process, and the Academic Distinction Fund will try to tap into this talent pool for more agency resources and to create a speakers' bureau to solicit the support of others with expertise in training and public relations.

Expected Results of the Planning Activity:

- creation of a more common language in discussions of healthcare and education
- more participation in dialogues that have already begun as the community of Baton Rouge endeavors to address healthcare and the needs of at risk families
- awareness of the scope of comprehensive school health will spread through the city
- education of non-profit sector that provides other types of children's services as to role of comprehensive school health in increasing the quality of life for the children they serve.
- increased linkages and collaborations that will result merely from educating each other through the CPC and sub-group work
- more complete "buy-in" by all school personnel and the creation of a cadre of "change agents"
- a system/community strategy and project plan that will build capacities for success in school and life in our high risk populations

Addressing the HIV/AIDS Issues:

Each area of comprehensive school health will be addressed by a different team. However, each team will address an HIV/AIDS component as part of the area of school health to be examined. Present programs and resources will be evaluated and gaps identified. School and State Department policy will be researched. Members of the local HIV/AIDS service delivery sector will be involved in the planning process (see MOA's) and have been involved in the CPC activities up to this point.

School Reform in Baton Rouge:

There has been a shortage of proactive leadership in Baton Rouge to address Education Goals 2000 and other reform strategies. Citizens initiated a public forum for public education last year. That group went deep into the community to recruit new, more progressive school board candidates, many of whom have just been elected. A new School Board assumes office in January 1995. One of the new School Board members is a member of the Advisory Council of the Academic Distinction Fund and is very familiar with the goals of this proposal.

Also, the Mayor's Office has initiated planning for a city-wide town meeting on public education, and several members of the CPC and ADF Council are involved in that project. Baton Rouge has begun to examine strategies to improve outcomes in schools, and with funding for this proposal, planning for comprehensive school health will emerge as an important component of

any action plan that the community eventually develops.

C. LEF AND PARTNERS CAPACITY AND CAPABILITY

"A community has power to motivate its members to exceptional performance. It can set standards of expectations for the individual and provide the climate in which great things can happen." John Gardner

Mission and History:

The Academic Distinction Fund (ADF), East Baton Rouge Parish's local education fund, was established in 1990. The Fund's mission is to achieve academic excellence in East Baton Rouge Parish public schools.

From the beginning, the ADF has been an example of community planning and collaboration. A coalition of community organizations from business, education, and other non-profits prepared the groundwork. Included were the Adopt-A-School Program, Baton Rouge Area Foundation, Big Buddy, Friends of Public Education, Greater Baton Rouge Chamber of Commerce, PTA and Volunteers In Public Schools. Appointed representatives of these agencies, along with other education and business leaders actively involved in improving public education in Louisiana, continue to serve on the ADF Advisory Council.

Research indicated that months and even years of "trust building" were necessary before the reform work of local education funds could begin, and so organizers linked the Academic Distinction Fund within the framework of the school system's well known and well respected volunteer agency--Volunteers In Public Schools. The Academic Distinction Fund and Volunteers In Public Schools continue to work in partnership today.

The Academic Distinction Fund became a member of the Public Education Fund Network in 1991. In 1992, the Fund was named a "Distinguished Partner In Education" by the Louisiana Department of Education. ADF was the first, and remains the only non profit organization ever selected in Louisiana to receive the award.

Organization:

An active, 23-member council guides the Academic Distinction Fund. Business, education and community are represented. Under both the ADF Council umbrella and individually, the members of the group are very active in school reform in EBRP. Most recently, the "Citizen's Action Committee for Public Education," a community lobbying effort led by the ADF Advisory Council's Development Chair, has played a significant role in School Board elections resulting in 9 new members on a 12 member elected Board. Academic Distinction Fund leaders also play key roles in the District's Strategic Planning Committees, the District's partnership with Panasonic, and in very recent Goals 2000 activity.

The Academic Distinction Fund was launched with a two-prong program approach: (1) Grants for Teachers, and School Impact Grants which support initiatives promoting excellence in teaching and learning which could not normally be funded by the District's budget; and, (2) The commitment to develop other projects based on District needs.

The Fund's grants are made possible by the \$2.2 million ADF endowment. Thanks to a matching funds program established by ADF staff and volunteers with the Louisiana Board of Elementary and Secondary Education, all grants awarded by Louisiana LEFs to teachers and schools is matched dollar for dollar through the Louisiana Quality Education Support Fund 8(g). Again, this is the first project of its kind in Louisiana. The ADF now serves as a model for other Local Education Funds being established across Louisiana.

Programs and Services:

Teacher/School Impact Grants--

Since January 1991, the Academic Distinction Fund office has awarded **\$330,824** in grants to 90 of the District's 101 public schools. According to evaluations, the grant awards have directly benefitted **40,000** students and over **1,000** of the District's 3,500 teachers.

The ADF charter mandates bi-annual program audits. The Fund's first program audit was completed during 1994 by Ada Cole, Executive Director of the Marcus Foster Institute in Oakland, California. Ms. Cole writes:

"The Academic Distinction Fund's grant process, coordinated with East Baton Rouge Parish public schools and the Department of Education, is the envy of many Local Education Funds. It includes: (1) an endowment which assures future program funding, and state funding which matches ADF's grants to teachers and schools; (2) a grants committee made up of very skilled, knowledgeable and dedicated university, business and civic leaders, and staffed by the Academic Distinction Fund Director; (3) a carefully thought-out grants allocations process; and, (4) a collection of policies and practices (including an annual self assessment and provisions for strengthening) to ensure the effective and efficient operation of the ADF."

Other Services--

The Fund provides grantwriting workshops for teachers, not only for ADF but also for the Louisiana Systemic Initiatives Program in EBRP and Library Power. ADF also recently launched a quarterly newsletter (to a member, donor and educator list of approximately 4,000), and gives monthly updates on education issues and grant opportunities. The Academic Distinction Fund is also a member of the national Impact² Teachers' Network.

Library Power--

The partnering of the Academic Distinction Fund and Volunteers In Public Schools (VIPS) has made it possible for the two agencies to accomplish much toward reform in the District. In 1991, VIPS received a three year \$1.2 million Library Power grant from the DeWitt Wallace Reader's Digest Fund to strengthen the role of libraries in elementary schools. This was one of only four Library Power grants first awarded in the United States. The project has become a leading school reform effort in EBRP public schools. Fifty-three elementary schools have been transformed instructionally as a result of the collaboration of the community, the school district, public libraries, Louisiana State University and Southern University. The EBRP Library Power initiative was featured on the cover of the 1994 DeWitt Wallace Annual Report.

The Library Power Initiative has provided a wonderful training ground in school reform and community planning. Experience and lessons learned through the Library Power community advisory panel and school based teams have served as the prototype in this CDC pre-planning process.

ADF in Partnership:

Over the past two years, the Academic Distinction Fund has seen a tremendous surge in the number of grant applications for programs in conflict resolution, anger management, etc. ADF volunteers realized the grant application pool reflected the number of teachers trying to treat the symptoms of a grave problem in our schools and community. Also, during 1993-94 ADF, for the first time, received and funded two proposals to link health into other areas of curriculum. Feedback from parents was tremendous. Community visitors to the project were very vocal about

the need for similar projects parish-wide.

Interest, therefore, was great when word of the CDC/PEFNet cooperative agreement arrived. After lengthy discussion with school system personnel and community leaders, ADF entered into the pre-planning activities. The Academic Distinction Fund quickly learned there are no shortage of players in the healthcare arena in EBRP public schools. When we first began this venture, the District position of Health Supervisor was non-existent due to budget cuts. That position has now been reinstated.

The Academic Distinction Fund's counsel and primary partner during this pre-planning period has been the staff and volunteers of our District's school-based health centers. The centers are sponsored by the Louisiana State University School of Medicine and were an initial grantee in The Robert Wood Johnson Foundation's School-Based Adolescent Health Care Program. The group, Health Care Centers in Schools, Inc., offers terrific insight into the work that must be done in coordinating health services within our District and give numerous examples of the lack of coordination within the District. For example, after 4 highly successful years and although housed at school sites, the centers still work in almost total isolation from the District.

Dr. Holley Galland is director of the health centers sponsored by the Louisiana State University School of Medicine and a local leader in the Robert Wood Johnson Foundation's School-Based Adolescent Health Care Program. Dr. Galland provides information and leadership to our CPC.

During the pre-planning phase, ADF has worked to augment the District's Comprehensive School Health Advisory Committee with key community organizers in order to create the Community Planning Committee. A list of this expanded Community Planning Committee is included in the proposal appendix. The Academic Distinction Fund has sought to include wide community participation in this process as is evidenced by both the CPC and other Memoranda of Agreement. Those groups referenced earlier in this proposal who have completed reports on health care in our community have also been included. We have included stakeholders from various community action groups, the United Way, the EBRP Children's Coalition (a group of 70 agencies working to improve the quality of life for children in our community), churches, universities, the Health Care Forum (a group of 10 major hospitals and health care providers in EBRP), the Department of Public Health, the American Cancer Society, etc. In addition, a lengthy listing of possible candidates for town meetings, etc., has been compiled.

The Academic Distinction Fund/Volunteers In Public Schools is well respected both in the community and in the school District. ADF has a proven track record of strong leadership, a reputation for successfully completing what is undertaken, and for thorough evaluation and accountability. ADF and VIPS are recognized for having no agenda other than improving public education to meet the needs of children in our community, and that alone we have found to be a critical component in an area ripe with turf issues and mistrust. At the state level, the Academic Distinction Fund's linkages with Board members and Department of Education staff will certainly prove valuable. In addition, the Fund's broad community membership base of over 1,000 parents and concerned citizens also make ADF the natural candidate to serve as convener of this initiative.

D. EVALUATION PLAN

How will we know that we have done what we said we would do? An evaluation sub-committee will be formed in the initial meeting of the CPC to design the activities that will comprise the evaluation component, once the grant is awarded. As in all sound programs, the evaluation component will focus on providing tangible, replicable and useful information concerning the extent to which the overall objectives and goals of the project are realized. Operationally, evaluation will be defined and guided by two concerns:

- **quality assurance**--tracking implementation of the process-related program activities (developmental and procedural activities) and ensuring that they and the associated products/outcomes meet accepted temporal and quality standards, given project-related fiscal and scheduling constraints. Examples:
 - *reviews and critiques of training sessions, forms, staff resumes, job descriptions
 - *log book, kept by Project Director, that shows schedules and assigned tasks of all work sessions/meetings
 - *survey of sample CPC members; minutes of meetings (do too few people dominate? attendance regular? is there an agenda? do minutes demonstrate that members reach consensus and follow up on assigned tasks?)
 - *staff interviews (contract and salaried ADF participants)
 - *records of participants, team rosters ,etc.
- **impact assessment**--the search for projected and specified changes; were objectives met and to what degree? Cumulative performance data should reveal performance relative to objectives. Fiscal data should include cost/benefit analysis. Impact assessment needs to be qualitative and quantitative. Examples:
 - *did each sub-group complete the "template" forms in all areas?on time?
 - *did 70% of major healthcare providers participate?
 - *did action plan result that is "doable"?
 - *what does pre/post survey of teacher knowledge of school health reveal?
 - *were resources sufficient and how were they used (the budget process must be reviewed)?

Evaluation is always formative--projects and processes are implemented, assessed, process and procedures are changed, and then assessment occurs again. In this project, three indicators will be studied: 1. *Participation* (did the right people participate? enough people?) 2. *Process* (did we stick to the Phoenix model as modified? was it effective? what worked and what didn't work--and why?) 3. *Product* (what were the results? do we have a workable document that lays out a plan of action that can begin immediately? were beliefs modified? did school staff participants become advocates?) Basically, the CPC members who have undertaken TQM in their organizations will be instrumental in designing and performing the evaluation, in cooperation with the Project Director, as members of the evaluation subcommittee. An evaluation report will be issued by this sub-committee every month to the Project Director.

E. STAFFING STRUCTURE

Since the applicant herein is the Academic Distinction Fund, the Director of the ADF, supervised by the ADF Advisory Council, will ultimately oversee the implementation of the grant award. (Resumes in Appendix 3) S/he will serve to support and assist the Project Director and serve as liaison between the Project Director and the ADF Council. Because of the small staff of the ADF, a Project Director will be hired on a contract basis to conduct all activities and compile the documentation from all planning groups into a final, written document for strategic implementation. We understand the Project Director must have the charisma,vision,and interpersonal skills to mobilize people. (see resume for Pam Wall, an example of a suitable candidate for this position.) The position requires good communication and writing skills, experience as a project manager, and skill at coalition-building. Although viewed as a part-time position, three to five days a week will be required for these tasks.

Each of the 8 teams will be chaired by a manager from the organization or entity that comes forward to lead that team. This leadership is instrumental to the success of the project.

Clerical support will be furnished by staff personnel from all participating agencies for mail-outs, copying, etc. Currently, ADF has formed partnership with a local business college by providing a cooperative education opportunity for a entry-level student on a part-time basis. One of these students will be hired for a few hours a week to assist the team leaders, ADF Director, and the Project Director in the preparation of all the meeting briefs that will have to go out to team members to keep them up-to-date.

F. BUDGET AND JUSTIFICATION

Activity	Funding Source	
PEFNET Initiative for Comprehensive School Health Planning Grant	PEFNET Funding	Other local in-kind Sources of Funding
a. personnel: ADF Executive Director .25FTE for time on project	\$-0-	\$ 7,000.00
b. fringe: .22% benefit rate on \$7,000 portion of salary	\$-0-	\$ 1,540.00
c. travel: 2 people to San Francisco PEFNet meeting for 3 days (2) airfare from BR to SF @\$550=\$1,100 (2) meals and room @\$160/day for 3 days=\$960	\$ 2,060.00	\$-0-
d. supplies: printing, copying, postage for meeting notices, minutes, etc; clerical supplies \$200/month for 6 months	\$ 1,200.00	\$-0-
e. contractual: part-time project director, .75 FTE @\$1800/month for 6 months	\$ 10,800.00	\$-0-
f. other part-time commercial college student to assist in end of month reports, work experience partnership, 25-30 hours/month for 6 months @ \$5/hour estimated at \$155/month	\$ 930.00	\$-0-
g. Total Direct Charges (sum of a - f)	\$ 14,990.00	\$ 8,540.00

Appendix 1: Community Assessment Information

List of Assessment Documents

- A. Summary, Louisiana Adolescent Health Statistics
- B. Children in E. Baton Rouge Parish, 1994 Data Book on La. Children
- C. Leading Causes of Death, Louisiana and E. Baton Rouge, including Aids related deaths, 1993 report La. Office of Public Health
- D. FBI data from Baton Rouge City Police
- E. Louisiana Youth Risk Survey Report (YRBS)
- F. Packet for Interns, E. Baton Rouge Schools Student Health Services Network, Policies and Procedures
- G. relevant pages from Bulletin 741, State School Policy and Procedures
- H. Community Plan and Guide, results of Children's Coalition Planning Project focusing on children and families at risk, 1992-93
- I. Development Paper, Children's Coalition vision for Neighborhood Resource Centers
- J. Baton Rouge Community Health Needs Assessment, 1994
- K. Community Assessment Project, preliminary overview of 10 parish area (study currently underway by United Way and others)
- L. HIV/AIDS Data

Resources

- M. List of Community Healthcare Providers
- N. Chart of Programs under 8 areas of Comprehensive School Health

*Only original
contains these
copies.*

Appendix 2:

List of Memoranda of Agreements and Letters of Commitment:

Organization:

Contact Person:

- | | |
|---|-----------------------------|
| 1. Superintendent of Schools | Superintendent B. Weiss |
| 2. Instructional Supervisor | Mary Ellen Jordan |
| 3. Human Resources, EBR Schools | Annette Mire |
| 4. School Nurses | Gwen Miller |
| 5. School Health Network | Dorothy Stepteau |
| 6. Supervisor, Science Education | Ginnie Bolin |
| 7. Supervisor, Health Education | Kenneth Jenkins |
| 8. Counseling/Guidance | Bernadette Morris |
| 9. Grants/Development
EBR Schools | Gypse Bryan |
| 10. American Cancer Society | Pam Moore, Director |
| 11. Children's Coalition | John Erickson, President |
| 12. La. Maternal and Child Health
Coalition | Sandra Adams, Director |
| 13. I Care (alcohol and drug abuse) | Bunnie Purvis, Director |
| 14. Health Care Centers in Schools | Dr. Holly Galland |
| 15. Woman's Hospital | Vicki Romero, President |
| 16. Citizen Action | Paula Henderson |
| 17. Lawyers and Doctors in Schools
Program | Michael Kiernan |
| 18. Urban Restoration Enhancement
Corporation(UREC) | Ronnie Edwards |
| 19. B.R. Police Department | Sgt. Michael Morris |
| 20. Community Association for the
Welfare of School Children | Blanche Locke-Augustus |
| 21. Capital Area United Way | Nona Thelan, Director |
| 22. La. Health Care Authority | Steven Smith, Administrator |
| 23. Friends for Life, HIV/AIDS | Charles Domingues, Director |
| 24. La. Association for Health, P.E.,
Recreation, and Dance | Katherine Hill, Director |
| 25. Greater Baton Rouge Federation of
Churches & Synagogues | Rev. Jeff Day, Ex. Director |

26. You & Me & HIV	Kathryn Farris, Director
27. La. Dept. of Health and Hospitals	Sylvia Sterne
28. Greater Baton Rouge Chamber of Commerce	Willie Johnson, Education V.P.
29. Baton Rouge District PTA	Janet Parrish, President
30. Junior League of Baton Rouge	Karen Feigley, President
31. Mid-City Re-Development	Boo Thomas, Director
32. Baton Rouge Area Foundation	Marcia Kantrow, Program Director
33. EBRP School Food Service	Gail Johnson, Director
34. ChildWatch	Rev. Betsy Irvine
35. Central LA Area Health Ed. Center	Sue P. Cooper

East Baton Rouge Parish School System

P.O. Box 2950/Baton Rouge, Louisiana 70821/(504)922-5400/Bernard J. Weiss, Superintendent

MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and EBR Parish Schools for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNet and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

EBR Parish Schools will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data from their organization when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September 1995.
2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

Dr. Bernard Weiss will complement the CPC team, because of Superintendent
of East Baton Rouge Parish Schools.

(define role in community and how it will act in relation to other members of the community).

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Mary Kay Brown
Mary Kay Brown, Chair
Academic Distinction Fund

Signature 12-16-94
Title

EBR Parish Schools
Community Partner Agency



East Baton Rouge Parish School System

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Mary Ellen Jordan will complement the CPC team, because of Assistant

Superintendent of Instruction with the direct responsibility for the
advancement of any and all programs related to student learning.
(define role in community and how it will act in relation to other members of the community).

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Mary Kay Brown
Mary Kay Brown, Chair
Academic Distinction Fund

Mary Ellen Jordan Asst. Supt.
Signature Title

EBR Parish Schools
Community Partner Agency



East Baton Rouge Parish School System

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Annette Mire will complement the CPC team, because of her position as

Director of Human Resources places her in the position to work

with all school system individuals connected with this grant.
(define role in community and how it will act in relation to other members of the community).

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Signed,

Mary Kay Brown
Mary Kay Brown, Chair
Academic Distinction Fund

Annette Mire Director of Human Resources
Signature Title

EBR Parish Schools
Community Partner Agency



East Baton Rouge Parish School System

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Gwen Miller will complement the CPC team, because of Director of

Nursing with abilities directly related to topics addressed in this
grant.

(define role in community and how it will act in relation to other members of the community).

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Mary Kay Brown
Mary Kay Brown, Chair
Academic Distinction Fund

Gwendolyn Miller School Nursing Supervisor
Signature Title

EBR Parish Schools
Community Partner Agency



East Baton Rouge Parish School System

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2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

Dorothy Stepteau will complement the CPC team, because of her value to the

project due to her dual responsibility in the school system

and the public health sector at the state level.

(define role in community and how it will act in relation to other members of the community).

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Signed,

Mary Kay Brown

Mary Kay Brown, Chair
Academic Distinction Fund

Dorothy M. Stepteau Supervisor Student Health Services Network
Signature Title

EBR Parish Schools

Community Partner Agency



East Baton Rouge Parish School System

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2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

Ginnie Bolin will complement the CPC team, because of a member of the
Instructional Team with responsibility for HIV/Aids education with
the Science Programs and vast community connections with businesses.
(define role in community and how it will act in relation to other members of the community).

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Mary Kay Brown
Mary Kay Brown, Chair
Academic Distinction Fund

Ginnie Bolin Instructional Team
Signature Kuff Title

EBR Parish Schools
Community Partner Agency



East Baton Rouge Parish School System

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2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

Kenneth Jenkins will complement the CPC team, because of a member of the
Instructional Team with responsibility for Health and Physical Education
Program (K-12) in the parish.
(define role in community and how it will act in relation to other members of the community).

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Signed,

Mary Kay Brown
Mary Kay Brown, Chair
Academic Distinction Fund

Kenneth Jenkins Instructional Team
Signature Title

EBR Parish Schools
Community Partner Agency



An Equal Opportunity Employer

East Baton Rouge Parish School System

P.O. Box 2950/Baton Rouge, Louisiana 70821/(504)922-5400/Bernard J. Weiss, Superintendent

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2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

Bernadette Morris will complement the CPC team, because of her knowledge of research and assessment that will assist in program evaluation and her indirect responsibility for guidance services across the parish.
(define role in community and how it will act in relation to other members of the community).

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Mary Kay Brown
Mary Kay Brown, Chair
Academic Distinction Fund

Bernard J. Weiss Superintendent
Signature Title

EBR Parish Schools
Community Partner Agency



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2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

Gypsey Brvan will complement the CPC team, because of Director on

Instructional Team with extensive knowledge of grant administration and

coordination of related and unrelated services.

(define role in community and how it will act in relation to other members of the community).

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Mary Kay Brown
Mary Kay Brown, Chair
Academic Distinction Fund

Gypsey Brvan Director
Signature Title

EBR Parish Schools
Community Partner Agency





LOUISIANA DIVISION, INC.
4848 NORTH BOULEVARD

GREATER BATON ROUGE AREA
BATON ROUGE, LOUISIANA 70806

PAM MOORE
Area Director
Tel: 504/927-0782

MEMORANDUM OF AGREEMENT



This memorandum of agreement is made between the Academic Distinction Fund (ADF) and American Cancer Society (ACS) for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNet and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

ACS will participate in the planning process in the following ways:

1. Act as the lead agency in the health education component of Comprehensive School Health.
2. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data from their organization when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September 1995.
3. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

The American Cancer Society will complement the CPC team, because of ongoing CSHE programming and commitment on goals of Mission 2000 CSHE. They are attached.

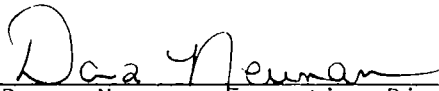
American Cancer Society Agrees to:

- a) screen potential facilitators, speakers, trainers, etc. and provide training to those selected at no cost.
- b) provide updates for previously trained facilitators, trainers at a minimum of two year intervals at no cost.
- c) include facilitators, trainers, speakers in the volunteer structure of ACS.
- d) place appropriate kits on loan to co-sponsoring organizations and provide education materials as needed for the program.
- e) assist in promoting the program and in recruiting guest faculty as needed.
- f) provide limited financial assistance for postage and organizational materials necessary for the Health Education Component of CSH.

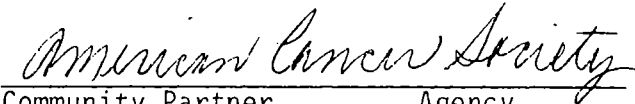
4. The American Cancer Society's mission is to provide cancer education and awareness to the communities. The ACS works with many community groups. These include BSE, TSE, Nutrition, Tobacco, Colorectal, Prostate and Skin Cancers at no charge. The ACS will work with CPC on long and short term goals. We will also upon assessing the needs of CPC work with them collaboratively in programmatic and financial matters.

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,



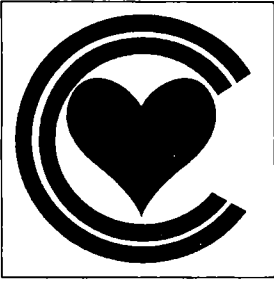
Donna Neuman, Executive Director
Academic Distinction Fund



Community Partner Agency



CHILDREN'S



COALITION

MEMORANDUM OF AGREEMENT

December 19, 1994

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and the Baton Rouge Children's Coalition for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNET and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

The Baton Rouge Children's Coalition participate in the planning process by:

1. Giving leadership to the Planning Committee titled, "Integrated School, Family, Community Health Promotion." The Coalition will attend all necessary meetings and develop the plan as outlined in the proposal.
2. Several of the Coalition member organizations will be willing to provide meeting facilities for any of the Planning Committees.
3. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

The Children's Coalition will bring the resources of over 70 community organizations to the Comprehensive School Health planning process. These organizations come from both the private and public sectors and are all dedicated to making changes in our community to improve the lives of children and their families.

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Donna Neuman, Director
Academic Distinction Fund

John L. Erickson, President
B. R. Children's Coalition



MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and the Louisiana Maternal and Child Health Coalition (LA MCH Coalition) for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from BEFNET and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

The LA MCH Coalition will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and providing data from the Coalition when needed. Identify medical professionals from the Coalition membership that can be invited to participate as appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September 1995.
2. Provide staff support, including leadership or co-leadership of an issue area, for the planning project. Staff support can include desk-top publishing, mail-outs, meeting notices, telephone follow-up, and meeting facilitation.
3. Consider further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

The LA MCH Coalition will compliment the CPC team because of its commitment to improve health access to women and children through policy change.

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation will be made.

Signed,

Donna Neuman, Director
Academic Distinction Fund

Sandra C. Adams
Executive Director



♥ East Baton Rouge Parish School Board
♥ 1584 N. 43rd Street ♥ Baton Rouge, LA 70802
♥ Phone: 928-4729 ♥ FAX: 923-8610

93/8/46

MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and *I CARE* Program for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNet and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

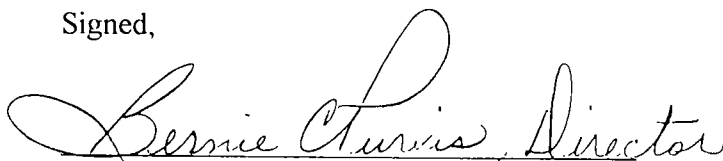
I CARE will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data from their organization when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September 1995.
2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

I CARE will complement the CPC team, because of the on-going commitment to providing drug free curricula and materials to all students in East Baton Rouge Parish.

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,


Signature Title

I CARE Program, EBR Parish
Community Partner Agency


DONNA M. NEUMAN, Director
Academic Distinction Fund

HEALTH CARE CENTERS IN SCHOOLS

MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and Health Care Centers in Schools (HCCS) for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNET and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

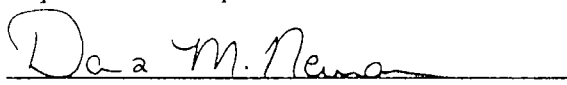
Health Care Centers in Schools will participate in this planning process in the following ways

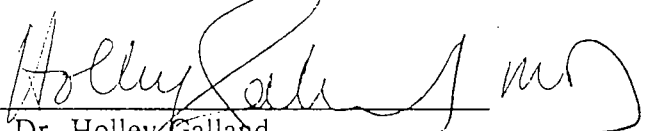
1. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data from our organization when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September, 1995.
2. Shall provide staff support or support facilities for meetings/preparation of materials on a rotating basis with other members of the CPC.
3. Shall be the convener of the CPC and Office of Public Health officials in the process of procuring matching funding for the planning and implementation endeavor.
4. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

Health Care Centers in Schools will complement the CPC team, because :

1. Expertise in the organization of school-based clinics within East Baton Rouge Parish (clinics are already present in Istrouma High School, Westdale Middle School, Glen Oaks Middle School, and Prescott Middle School. Further expansion is planned for February, 1995 to a clinic that will serve Capitol High School, Park Elementary School, and Northdale Magnet Academy.
2. Advisory board made of community members is already in existence and willing to participate in the planning and implementation process.

This memorandum of agreement is effective from March, 1995 to September, 1995. Should the ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.


Donna Newman, Director
Academic Distinction Fund


Dr. Holley Galland
Project Director

MEMORANDUM OF AGREEMENT



VICKI L. ROMERO
President/CEO

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and Woman's Hospital for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNet and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

Woman's Hospital will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data from their organization when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September 1995.
2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

Woman's Hospital will complement the CPC team, because as a specialty hospital for women and infants it is uniquely positioned to provide health education, counseling and guidance for young girls, and comprehensive services for expectant students and ultimately their infants.

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Mary Kay Brown
Mary Kay Brown, Chair
Academic Distinction Fund

Vicki L. Romero Pres/CEO
Signature Title

Woman's Hospital Foundation
Community Partner

Citizen Action

7434 Picardy Avenue, 2nd Floor
Baton Rouge, Louisiana 70809
(504) 769-8896
(504) 769-8899 (FAX)

MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and Louisiana Citizen Action for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNET and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

Louisiana Citizen Action will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and providing data from the Coalition when needed. Identify consumers from the community that can be invited to participate as appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September 1995.
2. Work with the lead agency for Family and Community Involvement.
3. Consider further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

Louisiana Citizen Action will compliment the CPC team because it is the state's largest non-profit consumer advocate organization, representing over 100,000 local members. Much of our work is focused on children's health and welfare issues. We actively encourage public awareness and participation in developing progressive policy changes which will resolve some of the problems faced by Louisiana families.

This memorandum of agreement is effective from march 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation will be made.

Signed,



Donna Neuman, Director
Academic Distinction Fund



Paula Henderson
State Director



MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and Michael P. Kiernan, M.D. The purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEPNet and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

Michael P. Kiernan, M.D. will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data from their organization when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September 1995.
2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program post the planning phase during implementation.

Michael P. Kiernan, M.D. will complete the CPC term, because of experience in planning

presenting school-based tobacco, alcohol & drug abuse prevention programs, including the Lawyer & Doctor in the School Program of the Louisiana (don't on attached) (define role in community and how it will act in relation to other members of the community).

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Mary Kay Brown
Mary Kay Brown, Chair
Academic Distinction Fund

[Signature] M.D., Assistant Professor of Pediatrics, Tulane School of Medicine
Signature 12/19/94 Title

Tobacco, Alcohol & Drug Free Program Coordinator, Louisiana Chapter, American
Community Partner Agency Academy of Pediatrics

150432305020222

01

DATE: 12/19/94 FROM: [illegible]

12.19.94 10:15 PM P02

Memorandum of Agreement (Attachment)

2. (con't) State Bar Association, Young Lawyer Section and the Doctors in the Schools Anti-Tobacco Program of the Orleans Parish Medical Society. The former program is ongoing with plans to expand to the Baton Rouge area in 1995. It is a one hour interactive session presented jointly by a local physician and attorney to address the short & long-term medical & legal consequences of alcohol and drug abuse. It is currently in its first year of implementation in public, private and parochial schools in the Greater New Orleans area. The program was designed with the assistance of area attorneys, physicians, teachers and substance abuse counselors and has been very well-received by area schools.

Handwritten signature/initials

MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and URFEC for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEPNET and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

URFEC will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and providing data from their organization when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly between March and September 1995.
2. Shall provide staff support or support facilities for meetings/preparation of materials on a rotating basis with other members of the CPC.
3. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

URFEC will complement the CPC team, because of (define role in community and how it will act in relation to other members of the community)

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Donna Neuman
DONNA NEUMAN, DIRECTOR
ACADEMIC DISTINCTION FUND

Ronnie Edwards
COMMUNITY PARTNER

RONNIE EDWARDS
MEX DIR.

URBAN RESTORATION ENHANCEMENT CORP.
(804) 356-8871



Police Department

City of Baton Rouge

701 Mayflower Street
Post Office Box 2406
Baton Rouge, Louisiana
70821

MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and The Baton Rouge City Police for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNet and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

Community Policing will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data from their organization when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September 1995.
2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

Community Policing will complement the CPC team, because of its mission to the city of Baton Rouge to provide a safe and positive community environment.

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Sgt. Michael R. Mann
Signature Title COMMUNITY POLICING
COORDINATOR

Community Partner Agency

Donna M. Neuman
DONNA M. NEUMAN, Director
Academic Distinction Fund



CAWSC

Community Association for the Welfare of School Children

Arlene Smith
President

Blanche Locke-Augustus
Executive Director

Memorandum Of Agreement

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and Community Association For The Welfare of School Children (CAWSC) for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNET and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

CAWSC Will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data from their organization when needed and appropriate.
2. Shall be open to discussion of our Organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

Community Association For the Welfare of School Children (CAWSC) will complement the CPC team, because we provide educational, Recreational, and community services to children and their families through out the Eden Park and East Baton Rouge area.

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded and implementation grant, a new memorandum of agreement of the implementation process will be made.

Signed,

Blanche Locke-Augustus
Blanche Locke-Augustus
Executive Director





MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and the Capital Area United Way for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNET and CDC regarding Comprehensive School Health in Baton Rouge. We understand this planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering health services and health education in East Baton Rouge Parish.

The Capital Area United Way will participate in the following ways:

1. Make available to the planning project the results of a 10-parish community assessment of household needs and concerns currently underway
2. Provide the information of available services that have been compiled for use by the Info Line, a "hot line clearinghouse" service that we fund and direct in the community
3. Participate on the Community Planning Committee and be the lead agency for team that works on School/Family/Community Health Education, one of the 8 components of comprehensive school health
4. Provide staff support and meeting facilities for planning sessions
5. Continue participation on the CPC should a proposal be submitted for funding to implement the strategic plan that results from this planning process

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed:

Richard J. Speciale
Vice President, Agency Service Division
Capital Area United Way

Donna Neuman,
Director
Academic Distinction Fund

MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and Earl K. Long Medical Center for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNet and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

Earl K. Long Medical Center will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data from their organization when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September 1995.
2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

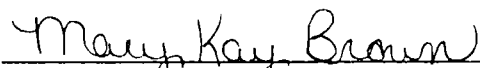
Earl K. Long Medical Center will complement the CPC team, because of our current relationship with 4 school based clinics and our mission commitment to bring health care services and education to the uninsured and Medicaid recipients in the community.

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,



Steven L. Smith, Administrator



Mary Kay Brown, Chair
Academic Distinction Fund



FRIENDS FOR LIFE

Capital Area HIV
AIDS Services, Inc.

4521 Jamestown Ave.
Suite 13
Baton Rouge, Louisiana 70808

MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and Friends for Life: Capital Area HIV/AIDS Services, Inc. for the purpose of collaboration and partnership in the event a planning grant awarded to ADF from PEFNET and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

Friends for Life will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data when needed and appropriate. The CPC will meet at least once, but not more than twice, on a monthly basis between March and September 1995.
2. Shall provide staff support to assure that HIV/AIDS is appropriately covered in each issue area.
3. Shall be open to discussion of further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

Friends for Life will complement the CPC team, because of it's mission to provide leadership within the capital area community in fostering an understanding of HIV/AIDS, in building a positive community response to persons living with HIV/AIDS, in providing quality services to the infected/affected and in reducing the spread of the disease.

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Donna Neuman, Director
Academic Distinction Fund

Charles Domingues, Executive Director
Friends for Life: Capital Area HIV/AIDS Services, Inc.



MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and Louisiana Association for Health, Physical Education, Recreation and Dance (LAPHERD) for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNet and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge parish.

LAPHERD will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data from their organization when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September 1995.
2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

LAPHERD will complement the CPC team, because they offer the human resources to teach and plan the scope and sequence of comprehensive school health content. LAPHERD members are a part of an established network of organizations that educate as well as deliver services.

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Mary Kay Brown
Mary Kay Brown, Chair
Academic Distinction Fund

Katherine F. Hill, Executive Director
Signature Title

Community Partner Agency

THE GREATER BATON ROUGE FEDERATION OF CHURCHES AND SYNAGOGUES

P.O. Box 626
Baton Rouge, Louisiana 70821
Telephone (504) 925-3414

Mr. E. L. Henry
President

The Rev. Jeff Day
Executive Director

MEMORANDUM OF AGREEMENT

Board of Directors

Ms. Willie Johnson
President Elect

Mr. E. Cole Thornton
Treasurer

Mrs. Micals McMurrin
Secretary

Mr. Carl Frantz
Past President

The Rev. Frank B. Aldin

Mr. Paul Andersen

Mrs. Charlotte Anderson

Ms. Carol Coltharp

The Rev. Daniel L. Durway

Mr. Russell Fleh

Dr. Lenord Hayes

Mr. Sidney Kersey

The Rev. Jerry Martin

Ms. Bette Levine

Mrs. Frances McCord

Mr. Isaac Patterson

Ms. Denise Pedescleaux

Mrs. Susan Sklar

The Rev. Isaiah Webster

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and Gr. BR Federation of Churches & Synagogues for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNet and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

The Federation will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data from their organization when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September 1995.
2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

The Federation will complement the CPC team, because of our network with
over 50 congregations in north and south Baton Rouge, through participation

in grassroots nutrition (soup kitchen) and housing ministries (define role
in community and how it will act in relation to other members of the community).

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Rev. Jeff Day Executive Director
Signature Title

The Greater Baton Rouge Federation
of Churches & Synagogues
"Community Partner" Agency

Donna M. Neuman
DONNA M. NEUMAN, Director
Academic Distinction Fund

To provide hope, inspiration and a better quality of life to people of diverse faith, race and economic conditions.



3636 South Sherwood Forest Blvd.

Suite 390

Baton Rouge, LA 70816

MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and the community HIV/AIDS education program entitled You & Me & HIV for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNET and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

You & Me & HIV will participate in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and providing data from their organization (or program) when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September, 1995.
2. Shall provide staff support or support facilities for meetings/preparation of materials on a rotating basis with other members of the CPC.
3. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

You & Me & HIV will complement the team because of it's role in providing crucial HIV/AIDS education to public school students, faculty and parents, reaching over 11,000 persons per year.

This memorandum of agreement is effective from March, 1995, through September, 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

DONNA NEUMAN, DIRECTOR
ACADEMIC DISTINCTION FUND

KATHRYN FARRIS, DIRECTOR
YOU & ME & HIV



Edwin W. Edwards
GOVERNOR

STATE OF LOUISIANA
DEPARTMENT OF HEALTH AND HOSPITALS



Rosa V. Forrest
SECRETARY

December 20, 1994

Ms. Donna Neumann, Executive Director
Academic Distinction Fund
8380 United Plaza Blvd., Suite 204
Baton Rouge, LA 70809

Dear Ms. Neumann,

The Adolescent and School Health Program of the Office of Public Health is very interested in your initiative in comprehensive school health planning. We have supported similar initiatives elsewhere and would welcome the opportunity to work with you on this one. We are the funding agent and major support for school based health centers in Louisiana. Efforts such as yours, which would make health care delivery and educational outreach more coordinated and more efficient, are part of our goal.

We are very proud of the school health centers we have in Baton Rouge right now and see Baton Rouge as a key city in this state for creating a model network of school health centers. Your initiative would help us make that not only more possible but ultimately more effective.

Sincerely,

Sylvia Sterne, Director
Adolescent and School Health

SS:cdc

THE GREATER
BATON ROUGE

Chamber

OF
COMMERCE

Jimmy Lyles, CCE
President and Chief Executive Officer

December 20, 1994

Donna Neuman
Director, Academic Distinction Fund
8550 United Plaza Blvd., Suite 204
Baton Rouge, Louisiana 70809

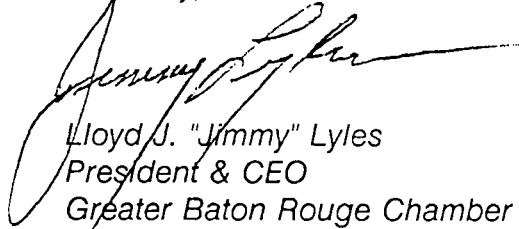
Dear Ms. Neuman:

This letter is written to serve as an endorsement of your planning grant application regarding Comprehensive School Health. We commend your efforts to coordinate existing school health activities in East Baton Rouge Parish to improve health services delivered to the children in our community.

A representative from the Greater Baton Rouge Chamber of Commerce will be available to serve on your planning committee, and to help facilitate the linkage between business and the education community.

We wish you well in your efforts. Please let us know if we can assist you further in this endeavor.

Sincerely,



Lloyd J. "Jimmy" Lyles
President & CEO
Greater Baton Rouge Chamber of Commerce

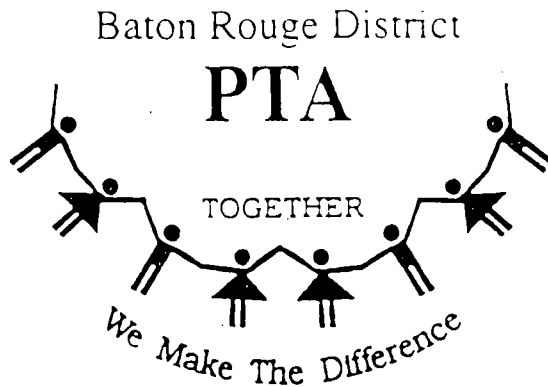
LJL/WCJ:jev



564 Laurel Street
P.O. Box 3217

Baton Rouge, LA 70801
Baton Rouge, LA 70821

(504) 381-7125
FAX (504) 336-4306



MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and the Baton Rouge District PTA for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNet and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

Baton Rouge District PTA will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data from their organization when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September 1995.
2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

Baton Rouge District PTA will complement the CPC team, because the PTA is a nonsectarian and nonpartisan educational organization dedicated to promoting the welfare of all children and youth. Our association represents a cross-section of the community and is inclusive in its effort to represent and assist all who work on behalf of the health, education and welfare of children.

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed:

Janet Parrish - President
Signature Title

Baton Rouge District PTA
Community Partner

Donna M. Neuman
Donna M. Neuman, Director
Academic Distinction Fund



JUNIOR
LEAGUE

OF BATON ROUGE, INCORPORATED

5280 CORPORATE BOULEVARD • BATON ROUGE, LOUISIANA 70808 • PHONE (504) 924-0298 • FAX (504) 927-2547

December 19, 1994

Dear Jenola,

We were pleased to receive information regarding the Comprehensive School Health Program. As you know, health is one component of the Junior League's new focus area concerning children's well being.

The Junior League would be willing to work with your organization in some capacity, as we believe this could benefit us too while we prepare to meet the needs of children in the Baton Rouge Community with our new focus.

I look forward to hearing from you soon.

Sincerely,

Karen H. Feigley
President
Junior League of Baton Rouge

KHF:km


 MidCity

MEMORANDUM OF AGREEMENT

 REDEVELOPMENT
ALLIANCE, INC.

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and MID CITY REDEVELOPMENT ALLIANCE for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNet and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

MID CITY REDEVELOPMENT ALLIANCE (MCRA) will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data from their organization when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September 1995.
2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

MCRA will complement the CPC team, because of OUR COMMITMENT TO THE REVITALIZATION OF THE MID CITY NEIGHBORHOODS, WHICH INCLUDES A STRONG COMMITMENT TO THE SCHOOLS IN MIDCITY. OUR YOUTH SERVICE CORPS, SERVES MID CITY, WILL WORK IN THE PUBLIC SCHOOLS TO ENHANCE SCHOOL SUCCESS. ADDITIONALLY, MCRA WORKS CLOSELY WITH SCHOOLS, CHURCHES, (define role in community and how it will act in relation to other members of the community). AND NEIGHBORHOOD ORGANIZATIONS, SUPPORTED BY OUR RANGER GENERAL HEALTH SYSTEM.

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Elizabeth F. Thomas, EXECUTIVE DIRECTOR
Signature Title

MID CITY REDEVELOPMENT ALLIANCE
Community Partner Agency

333 South Acadian
Baton Rouge
Louisiana 70806

(504) 336-1477
FAX (504) 344-6171

Donna M. Neuman
DONNA M. NEUMAN, Director
Academic Distinction Fund



BATON ROUGE AREA FOUNDATION

Ms. Donna Neumann, Executive Director
Academic Distinction Fund
8380 Unite Plaza Blvd. Suite 204
Baton Rouge, LA 70809

Dear Ms. Neumann, *Donna*

The Baton Rouge Area Foundation is very interested in your proposal for comprehensive school health planning for the public schools of Baton Rouge. We have in the past and presently support initiatives that fit in well with yours, including funding for school health clinic renovation and computers and financial support for an exciting project in creating a school/community resource center in two of our schools. Health services, education, a healthy school environment, and parent and community involvement are a part of our mission. While we cannot offer financial support today, it seems reasonable to say that we can give it serious consideration in the future. At this point we can offer support and a willingness to participate in the planning process, part of which will be to assist you in bringing the full range of appropriate players into the process.

I wish you the best of luck in your endeavor.

Sincerely,

Marcia

Marcia Kantrow
Director of Programs

12/20/94

ONE AMERICAN PLAZA

SUITE 1740

BATON ROUGE,

LOUISIANA 70801

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F. CHARLES McMAHON JR.

TOM J. MEETH JR.

EUGENE H. OWEN

HILL C. PERKINS

GERALD A. PUGH

MARY ANN SIZEMORE

MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and East Baton Rouge SFS for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNet and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

East Baton Rouge SFS will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data from their organization when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September 1995.
2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

EBR SFS will complement the CPC team, because of the active participation in the nutritional needs of the children in the community (define role in community and how it will act in relation to other members of the community).

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Guil M. Johnson Director SFS
Signature Title

EBR School Food Service
Community Partner Agency

Donna M. Neuman
DONNA M. NEUMAN, Director
Academic Distinction Fund



CONFERENCE COUNCIL ON MINISTRIES
SERVING MINISTRIES

4264 Capital Heights, Baton Rouge, Louisiana 70806
(504)344-3179

MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and Child Watch for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNet and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

Child Watch will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data from their organization when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September 1995.
2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

Child Watch will complement the CPC team, because it is an initiative to educate community leaders on issues of children's welfare, including health. Child Watch committee members will participate in the Integrated School, Family, Community Health Promotion Component.

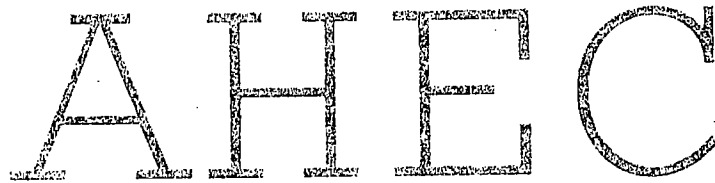
This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Signed,

Donna Neuman, Director
Signature Title

Betsy Irvine, Director of Serving Ministries
Community Partner Agency
for Child Watch Committee

DONNA M. NEUMAN, Director
Academic Distinction Fund



MEMORANDUM OF AGREEMENT

This memorandum of agreement is made between the Academic Distinction Fund (ADF) and Central Louisiana Area Health Education Center for the purpose of collaboration and partnership in the event a planning grant is awarded to ADF from PEFNet and CDC regarding Comprehensive School Health. This planning process will provide a vehicle whereby existing school health activities and programs can be enhanced and coordination improved among the parties delivering services and education regarding comprehensive health in East Baton Rouge Parish.

CL-AHEC will participate in this planning process in the following ways:

1. Act as a member of the Community Planning Committee (CPC) by attending meetings and/or providing data from their organization when needed and appropriate. The CPC will meet at least once, but not more than twice on a monthly basis between March and September 1995.
2. Shall be open to discussion of their organization's further partnership with the CPC and the Comprehensive School Health Program past the planning phase during implementation.

CL-AHEC will complement the CPC team, because of our mission to improve health care in the rural and urban underserved areas of East Baton Rouge Parish and Central Louisiana.

This memorandum of agreement is effective from March 1995 through September 1995. Should ADF be awarded an implementation grant, a new memorandum of agreement for the implementation process will be made.

Central La.
Area
Health
Education
Center

Signed,

A handwritten signature in cursive script, appearing to read 'Carol Warner'.

Project Coordinator
Title

Carol Warner
Executive Dir.

Central Louisiana Area Health Education Center
Community Partner Agency

(318) 443-2855
FAX (318) 443-4255

A handwritten signature in cursive script, appearing to read 'Donna M. Neuman'.

DONNA M. NEUMAN, Director
Academic Distinction Fund

Post Office
Box 13688
Alexandria, La.
71315-3688

Appendix 3: Resumes and Job Descriptions

Job Description: Project Director
Planning Project, Comprehensive School Health

Contract position. College degree, Master's degree preferred. Previous work with education and non-profit sector required. Project management experience, good writing and communication skills, excellent interpersonal skills required. Marketing and public relations experience desirable.

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. resume	Resume of Pamela Wall (partial) (1 page)	n.d.	P6/b(6)

COLLECTION:

Clinton Presidential Records
Domestic Policy Council
Gaynor McCown (Subject Files)
OA/Box Number: 7385

FOLDER TITLE:

[Public Education Fund Network] [5]

2011-0255-S

rc217

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P1 National Security Classified Information [(a)(1) of the PRA]
P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P3 Release would violate a Federal statute [(a)(3) of the PRA]
P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

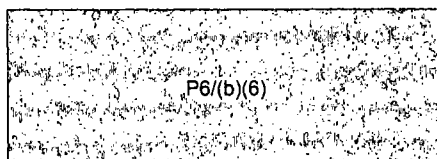
PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

b(1) National security classified information [(b)(1) of the FOIA]
b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

Pamela Davidson Wall



0007

SUMMARY OF QUALIFICATIONS:

Results-oriented manager with demonstrated leadership, grantsmanship, project design, and interpersonal skills. Outstanding communication, analytical, and presentation abilities. Strong team-builder experienced in projects linking government, business, and non-profit stake-holders.

PROFESSIONAL EXPERIENCE:

February 1993- October 1994

Assistant Director of Education
Associated Builders and Contractors, Pelican Chapter

- directed adult education and computer training programs, including staffing, requisitions, and customized curriculum design, for numerous employers
- represented construction industry in area high school outreach programming, linking interests of both education and business sectors
- assisted fellow staff in design, implementation, and evaluation of programs and policy
- administered state-approved indentured apprenticeship program

May 1991-December 1993:

Project Manager, National Demonstration Project,
U. S. Department of Education
Associated Builders and Contractors, Pelican Chapter

- designed and administered innovative 3-year project at ABC Training Center that integrated basic skills instruction with specific industry craft training; *project recognized by the U.S. Department of Education as one of five exemplary models in the nation*
- supervised development of curriculum based on specific needs of client companies, coordinating interests of workers, managers, public educators, and private trainers
- fiscal accountability for nearly \$400,000 of public/private funding and staff of 11

1989-1991

Adult Literacy Coordinator
EBR Parish School Board

- designed and directed start-up of on-going volunteer adult literacy program
- recruited, trained, tracked, and evaluated corps of 150 adult volunteer tutors
- developed outreach programs in prisons and the workplace
- designed public awareness activities and successful fund-raising proposals

1986-1989:

Teacher and Assistant Director
Sylvan Learning Center

- educational assessment and teaching, K-adult levels
- worked with parents, staff, and students to design individual learning plans
- implemented staff development and teacher training activities

1970-73:

Middle School Science Teacher
Orangeburg, South Carolina

RELATED SKILLS AND EXPERIENCE:

- independently researched, designed, and obtained funding for over a dozen competitive education and community grant programs on local, state, and federal levels
- contractor with private firm to write and edit training manuals for lease-auditing business
- directed production, marketing, and sales of community non-profit calendar, resulting in record profits
- author of work honored by John F. Kennedy School of Government, Harvard University, as Semifinalist in "Innovations in State and Local Government" Award Program
- member of Special Finance Council to Board of Elementary and Secondary Education appointed to study funding of education through the MFP
- member, Governor's Education Advisory Council for the Transition Team, 1991-1992
- regional representative of current national network organized by National Center on Adult Literacy to design and market American policy for math education of adults
- special training in grass-roots consensus building for public policy
- grantsmanship specialist under contract to Assumption Parish School Board to create innovative educational models and procure funding from competitive federal and state programs
- contractor with Texas A & M to present video program on custom design of workplace education programs, including task analysis and curriculum
- consultant for LA. Dept. of Labor project to produce state manuals on alternative education models and adult workplace education programs
- instructor, summer 1994 institute at Texas A & M intended for community college personnel offering training and education programs to business

- author of three articles on worker education and training published in national journals or newsletters
- over 50 presentations at national and regional conferences on topics such as public/private partnerships, evaluation plans, project administration, designing curriculum, and analysis of training
- book reviewer for training guides published by the Center on Education and Work, University of Wisconsin--Madison

EDUCATION AND TRAINING:

M.A. (Humanities, 3.9 GPA) LSU	1989	Emphasis: Louisiana history and politics
Summer graduate study	1985	Paris, France
B.S. (<i>cum laude</i>) LSU	1970	Education

- Summer Public Policy Institute, University of Georgia, Kettering Foundation Fellow (1991)
- graduate, Political Training Institute, Baton Rouge Chamber of Commerce (1989)
- graduate, Leadership Training Program, Baton Rouge Chamber of Commerce (1990)
- Certified Master Trainer, Construction Education Foundation(1992)

Coursework and continuing education units in project management, EEO and ADA policy, program design, project evaluation, and management

PROFESSIONAL AND COMMUNITY AFFILIATIONS:

American Society for Training and Development
 American Association of Adult and Community Educators
 Mayor-President's Town Meeting Committee (treasurer)
 YWCA, Board of Directors
 Greater Baton Rouge Chamber of Commerce, Education Committee
 Baton Rouge Advisory Council for Welfare Reform
 Baton Rouge Children's Coalition, Board of Directors
 Baton Rouge Council on Excellence, Board of Directors
 Friends of Environmental Education
 Founding Member: B.R. Children's Coalition, Southwest Literacy Council,
 and Louisiana Council on Child Abuse

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
002. resume	Resume of Donna Andrepont (partial) (1 page)	n.d.	P6/b(6)

COLLECTION:

Clinton Presidential Records
Domestic Policy Council
Gaynor McCown (Subject Files)
OA/Box Number: 7385

FOLDER TITLE:

[Public Education Fund Network] [5]

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b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

DONNA NEUMAN ANDREPONT

P6/(b)(6)

1002]

P6/(b)(6)

(Home) 504/922-4560 (Office)

PROFESSIONAL EXPERIENCE

1989 - **Academic Distinction Fund**
to Present Baton Rouge, Louisiana

Director

The Academic Distinction Fund, a \$2.2 million public education fund, provides grants to teachers and schools for innovative academic projects. Since the Fund's Grants For Teachers and School Impact Grant programs were launched in January 1991, over \$330,000 has been invested in EBRP public schools, directly benefitting 40,000 students and over 1,000 teachers. Responsibilities include:

Administrative: Establish and administer office management policies, procedures and activities; Plan and prepare agendas for meetings and conferences; Recruit and coordinate volunteer committees; Supervise finances; Hire and supervise staff/consultants; Coordinate programs with EBRP Parish School Board, Volunteers In Public Schools and Office of Academic Programs, Louisiana Department of Education.

Fiscal: Develop annual budget, Provide accurate financial reporting and forecasting. Monitor all grants. Coordinate fundraising efforts to generate additional gifts for endowment and operating funds.

Program: Supervise and manage all programs and activities for all functions of Grants Process, Supervise research and development of all new programs. Established computer databases to track grant awards.

Public Relations: Established quarterly newsletter (mailing 4,000). Provide grantwriting workshops for teachers. Serve as a public voice for the Academic Distinction Fund. Coordinate special events.

1987-89 **University of Southwestern Louisiana**
Graduate Assistant, Speech and Debate Squad
Lafayette, Louisiana.

Instructor, Assistant Director of Forensics

Taught fundamentals of Speech Communication. Handled coordination and planning for travel and competition of speech and debate team. Recruited high school and college students for squad. Prepared and distributed news releases. Judged various local, state and national oratorical and debate tournaments for high schools, universities and civic organizations.

EDUCATION

- 1989 Completed coursework, **Master of Science in *Organizational, Public and Interpersonal Communication*, University of Southwestern Louisiana**, Lafayette, Louisiana.
- 1985 **Bachelor of Arts in *Secondary Education*, University of Southwestern Louisiana**. Certification: **English/Speech Education**, 1985.

PUBLICATIONS

The Advocate, "Back to School" 1990, 1991, 1992, 1993.
Academic Distinction Fund Newsletter, 1989 - Present.

AFFILIATIONS

Junior League of Baton Rouge - Provisional
Public Education Fund Network, Washington D.C.
Louisiana Association of Partners In Education

CONFERENCES AND SEMINARS

Panelist, Louisiana Association of Partners In Education Conference, "Louisiana Local Education Funds." Baton Rouge, Louisiana - 1991, New Orleans, Louisiana - 1992, Monroe, Louisiana - 1993.

Presenter, Grantwriting Workshops, Academic Distinction Fund - 1989-94; East Baton Rouge Parish School System - 1993; Louisiana System Initiatives Program - 1992 and 1994, and Library Power Grantwriting Workshop - 1994.

Attended, Public Education Fund, Washington, D.C.

Conference, "Celebrating a Decade of Leadership and Stewardship," 1993.

Conference, "Building Community Support," 1992.

Conference, "Local Education Funds in a Changing Environment," 1991.

Conference, "Mobilizing for Educational Change, Advancing the Issues," 1990.

Conference, "Public Education and Democracy," 1994.

Workshop, "Staff Institute," Washington, D.C., 1993.

Workshop, "New Directors Institute," Washington, D.C., 1991.

Policy Workshop, "Math and Science Reform," Grand Rapids, Michigan, 1993.

Policy Workshop, "Grantwriting," Washington, D.C., 1994.

Grantwriting Workshop, Louisiana Public Facilities Authority, "Federal Grantsmanship," 1991.

Appendix 4: Tax Exempt Letter
Academic Distinction Fund

Internal Revenue Service
District Director

Department of the Treasury

Date: MAY 05 1986

Volunteers in Public Schools, Inc.
2928 College Drive
Baton Rouge, LA 70808

Our Letter Dated:
November 9, 1984

Person to Contact:
Ann Baker/dm

Contact Telephone Number:
(404) 331-4516

Employer Identification Number:
72-1002253

File Folder Number:
580069629

Dear Sir or Madam:

This modifies our letter of the above date in which we stated that you would be treated as an organization which is not a private foundation until the expiration of your advance ruling period.

Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Internal Revenue Code, because you are an organization of the type described in section _____. Your exempt status under section 501(c)(3) of the code is still in effect.

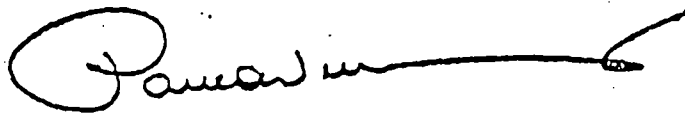
Grantors and contributors may rely on this determination until the Internal Revenue Service publishes notice to the contrary. However, a grantor or a contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act that resulted in your loss of section _____ status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section _____ organization.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

* 170(b)(1)(A)(vi) & 509(a)(1)

Sincerely yours,



District Director

Appendix 5: Financial Statements

Academic Distinction Fund

VOLUNTEERS IN PUBLIC SCHOOLS, INC.

FINANCIAL STATEMENTS

JUNE 30, 1992



VOLUNTEERS IN PUBLIC SCHOOLS, INC.

FINANCIAL STATEMENTS

JUNE 30, 1992



C O N T E N T S

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<u>Independent Auditors' Report</u>	1
<u>Financial Statements</u>	
Balance Sheets	Exhibit A 2
Statements of Activity	Exhibit B 3
Statements of Changes in Fund Balance	Exhibit C 4
Statements of Cash Flows	Exhibit D 5
Notes to Financial Statements	6 - 8





Postlethwaite & Netterville

A Professional Accounting Corporation
CERTIFIED PUBLIC ACCOUNTANTS

8550 UNITED PLAZA BLVD., SUITE 1001 • BATON ROUGE, LOUISIANA 70809 • TELEPHONE (504) 922-4600 • FAX (504) 922-4611

Independent Auditors' Report

Board of Directors
Volunteers in Public Schools, Inc.
Baton Rouge, Louisiana

We have audited the accompanying balance sheets of Volunteers in Public Schools, Inc. as of June 30, 1992, and the related statements of activity, changes in fund balance, and cash flows for the year then ended. These financial statements are the responsibility of the management of Volunteers in Public Schools, Inc. Our responsibility is to express an opinion on these financial statements based on our audit. We have previously audited and expressed an unqualified opinion on the financial statements of Volunteers in Public Schools, Inc., for the year ended June 30, 1991, the totals of which are included for comparative purposes only.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Volunteers in Public Schools, Inc. as of June 30, 1992, and the results of operations and its cash flows for the year then ended in conformity with generally accepted accounting principles.

Postlethwaite & Netterville

Baton Rouge, Louisiana
January 15, 1993

VOLUNTEERS IN PUBLIC SCHOOLS, INC.
BATON ROUGE, LOUISIANA

EXHIBIT A

BALANCE SHEETS
JUNE 30, 1992
(WITH COMPARATIVE TOTALS FOR 1991)

A S S E T S

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total All Funds</u>	
			<u>1992</u>	<u>1991</u>
<u>CURRENT ASSETS</u>				
Cash and cash equivalents - Note 5	\$ 34,793	\$ 341,137	\$ 375,930	\$ 48,399
Interest receivable	1,777	-	1,777	2,386
Other receivable	342	-	342	702
Due from restricted	<u>6,932</u>	<u>(6,932)</u>	<u>-</u>	<u>-</u>
	<u>43,844</u>	<u>334,205</u>	<u>378,049</u>	<u>51,487</u>
 <u>DEPRECIABLE ASSETS</u>				
Furniture and equipment	6,803	-	6,803	5,870
Less: Accumulated depreciation	<u>(5,731)</u>	<u>-</u>	<u>(5,731)</u>	<u>(4,912)</u>
	<u>1,072</u>	<u>-</u>	<u>1,072</u>	<u>958</u>
	 <u>\$ 44,916</u>	 <u>\$ 341,137</u>	 <u>\$ 379,121</u>	 <u>\$ 52,445</u>

LIABILITIES AND FUND BALANCE

<u>CURRENT LIABILITIES</u>				
Deferred amounts - Note 7	\$ -	\$ 326,902	\$ 26,902	\$ -
 <u>FUND BALANCE - Exhibit C</u>				
	<u>44,916</u>	<u>7,303</u>	<u>52,219</u>	<u>52,445</u>
	 <u>\$ 44,916</u>	 <u>\$ 334,205</u>	 <u>\$ 378,049</u>	 <u>\$ 52,445</u>

The accompanying notes are an integral part of these statements.



VOLUNTEERS IN PUBLIC SCHOOLS, INC.
BATON ROUGE, LOUISIANA

EXHIBIT B

STATEMENTS OF ACTIVITY
FOR THE YEAR ENDED JUNE 30, 1992
(WITH COMPARATIVE TOTALS FOR 1991)

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total All Funds</u>	
			<u>1992</u>	<u>1991</u>
<u>SUPPORT AND REVENUE</u>				
Contributions	\$ 19,439	\$ -	\$ 19,439	\$ 11,720
United Way funding	27,000	-	27,000	24,500
Reimbursements by East Baton Rouge				
School Board - Note 2	44,935	-	44,935	47,609
Academic Distinction Fund - Phone-a-Thon - Note 3	17,997	-	17,997	45,373
Grants - Note 4	12,500	130,606	143,106	16,640
Interest income - Note 4	8,121	5,429	13,550	4,557
Miscellaneous	<u>1,170</u>	<u>1,875</u>	<u>3,045</u>	<u>1,693</u>
	<u>131,162</u>	<u>137,910</u>	<u>269,072</u>	<u>152,092</u>
<u>EXPENSES - Note 4</u>				
Awards and grants	-	51,061	51,061	19,842
Salaries and wages - Note 2	112,451	16,715	129,166	95,596
Payroll taxes	8,669	1,678	10,347	7,345
Campaign fund expenses	-	-	-	967
Conferences, conventions, and meetings	1,195	9,367	10,562	1,648
Contract labor	-	35,925	35,925	700
Depreciation	819	-	819	1,174
Dues	975	-	975	795
Insurance	1,736	-	1,736	1,108
Miscellaneous	2,546	633	3,179	1,376
Printing and postage	5,070	253	5,323	1,261
Professional fees	1,250	9,499	10,749	800
Equipment rental and maintenance	959	843	1,802	645
Supplies	1,404	3,272	4,676	1,352
Travel	<u>1,617</u>	<u>1,361</u>	<u>2,978</u>	<u>990</u>
	<u>138,691</u>	<u>130,607</u>	<u>269,298</u>	<u>135,599</u>
<u>EXCESS (DEFICIENCY) OF SUPPORT AND REVENUE</u>				
<u>OVER (UNDER) EXPENSES</u>	<u>(\$ 7,529)</u>	<u>\$ 7,303</u>	<u>(\$ 226)</u>	<u>\$ 16,493</u>

The accompanying notes are an integral part of these statements.



VOLUNTEERS IN PUBLIC SCHOOLS, INC.
BATON ROUGE, LOUISIANA

EXHIBIT C

STATEMENTS OF CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 1992
(WITH COMPARATIVE TOTALS FOR 1991)

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total All Funds</u>	
			<u>1992</u>	<u>1991</u>
Fund balance, beginning of the year	\$ 52,445	\$ -	\$ 52,445	\$ 35,952
Excess (deficiency) of support and revenue over (under) expenses - Exhibit B	(7,529)	7,303	(226)	16,493
Fund balance, end of the year	<u>\$ 44,916</u>	<u>\$ 7,303</u>	<u>\$ 52,219</u>	<u>\$ 52,445</u>

The accompanying notes are an integral part of these statements.



VOLUNTEERS IN PUBLIC SCHOOLS, INC.
BATON ROUGE, LOUISIANA

EXHIBIT D

STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 1992 AND 1991
(WITH COMPARATIVE TOTALS FOR 1991)

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total All Funds</u>	
			<u>1992</u>	<u>1991</u>
<u>CASH FLOWS FROM OPERATING ACTIVITIES</u>				
(Deficiency) excess of support and revenue (under) over expenses - Exhibit B	(\$ 7,529)	\$ 7,303	(\$ 226)	\$ 16,493
Adjustments to reconcile (deficiency) excess of support and revenue to net cash provided (used) by operating activities:				
Depreciation	819	-	819	1,174
Decrease (increase) in accrued interest receivable	609	-	609	(2,276)
Increase in other receivable	(6,572)	-	(6,572)	(702)
Increase (decrease) in accrued salaries, payroll taxes, and payables	-	6,932	6,932	(200)
Increase in deferred amounts	-	326,902	326,902	-
Net cash provided (used) by operating activities	(12,673)	341,137	328,464	14,489
<u>CASH FLOWS FROM INVESTING ACTIVITIES</u>				
Purchase of furniture and equipment	(933)	-	(933)	-
Net cash used by investing activities	(933)	-	(933)	-
NET INCREASE (DECREASE) IN CASH	(13,606)	341,137	327,531	14,489
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	48,399	-	48,399	33,910
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>\$ 34,793</u>	<u>\$ 341,137</u>	<u>\$ 375,930</u>	<u>\$ 48,399</u>

The accompanying notes are an integral part of these statements.



VOLUNTEERS IN PUBLIC SCHOOLS, INC.
BATON ROUGE, LOUISIANA

NOTES TO FINANCIAL STATEMENTS

1. Summary of Significant Accounting Policies

Organization

Volunteers in Public Schools, Inc. (VIPS) is a non-profit corporation organized for the purpose of enhancing education in East Baton Rouge Parish through effective recruitment, training and utilization of volunteers in the public schools and building partnerships between public education and the community.

During the year ended June 30, 1991, VIPS began administering the Academic Distinction Fund (ADF) which was organized for the purpose of improving local education by awarding grants to local public school teachers and public schools for various approved projects. (See Note 5)

Restricted Resources

Funds restricted by the donor, grantor or other outside party for particular purposes are deemed to be earned and regarded as revenues when the expenditures in compliance with the respective restrictions are incurred. Any amounts received but not yet earned are reported as restricted deferred amounts.

Depreciable Assets

Furniture and equipment are recorded at cost with depreciation recorded using the straight-line method over the estimated useful lives of the assets (five years).

Income Taxes

VIPS is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code; therefore, no provision for income taxes is necessary.

Statement of Cash Flows

For purposes of the statement of cash flows, VIPS considers certificates of deposit to be cash equivalents.



VOLUNTEERS IN PUBLIC SCHOOLS, INC.
BATON ROUGE, LOUISIANA

NOTES TO FINANCIAL STATEMENTS

2. Reimbursements by East Baton Rouge Parish School Board

The East Baton Rouge Parish School Board reimburses VIPS for certain salaries paid. Salaries that qualified for this reimbursement for the years ended June 30, 1992 and 1991 amounted to \$44,935 and \$47,609, respectively.

3. Fund-Raising Activity

Revenue from fund-raising activities is shown net of expenses of \$12,250 and \$ 625 for the years ended June 30, 1992 and 1991, respectively.

4. Academic Distinction Fund and Library Powers Fund

VIPS currently acts as administrator for the Academic Distinction Fund program (ADF) and the Library Powers Fund. The grant funds and some operating funds for the Academic Distinction Fund are received from interest on a principal balance held by the Baton Rouge Area Foundation (Foundation). The principal is primarily invested in cash equivalents for which cost approximates market value. The investment for June 30, 1992 and 1991 had a principal balance of approximately \$1,331,000 and \$699,000, respectively. Prior to March 1, 1991, expenses for the campaign for Academic Distinction were disbursed by VIPS from funds set aside by the Foundation. VIPS reported expenses to the Foundation for approval. On March 1, 1991, the VIPS was appointed to oversee the financial operations of the ADF.

In July, 1991, VIPS received a \$14,000 planning grant from the DeWitt Wallace Reader's Digest Fund. As a result of the planning grant, VIPS also received a three year, \$400,000 a year grant to implement the Library Power Program in all 63 elementary schools in the East Baton Rouge Parish school system.

Amounts included in the financial statements related to the operations of VIPS, the ADF and the Library Powers Program are as follows:

	<u>ADF</u>	<u>Library Powers</u>	<u>Other Funds</u>
Cash	\$ 31,773	\$ 318,190	\$ 25,967
Interest Income	7,637	5,429	484
Operating expenses	52,317	65,545	89,873

5. Reclassification

Certain prior year expenses have been reclassified in order to conform with the current year's presentation.



VOLUNTEERS IN PUBLIC SCHOOLS, INC.
BATON ROUGE, LOUISIANA

NOTES TO FINANCIAL STATEMENTS

6. Deferred Restricted Amounts

	<u>Academic Distinction Fund</u>	<u>Library Powers Grant</u>	<u>Other Funds</u>
Balance at beginning of year	\$ -	\$ -	\$ -
Additions - grants	31,484	400,000	26,425
Deductions - funds expended during the year	(16,712)	(96,045)	(18,250)
Balance at end of year	<u>\$ 14,772</u>	<u>\$ 303,955</u>	<u>\$ 8,175</u>

VOLUNTEERS IN PUBLIC SCHOOLS, INC.

COMBINED FINANCIAL STATEMENTS

JUNE 30, 1993



VOLUNTEERS IN PUBLIC SCHOOLS, INC.

COMBINED FINANCIAL STATEMENTS

JUNE 30, 1993



C O N T E N T S

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Statement of Financial Position	2
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Postlethwaite & Netterville

A Professional Accounting Corporation

CERTIFIED PUBLIC ACCOUNTANTS

8550 UNITED PLAZA BLVD., SUITE 1001 • BATON ROUGE, LOUISIANA 70809 • TELEPHONE (504) 922-4600 • FAX (504) 922-4611

Independent Auditors' Report

Board of Directors
Volunteers in Public Schools, Inc.
Baton Rouge, Louisiana

Members of the Board:

We have audited the accompanying combined statement of financial position of Volunteers in Public Schools, Inc. as of June 30, 1993, and the related combined statement of activities and cash flows for the year ended June 30, 1993. These combined financial statements are the responsibility of the Organization's management. Our responsibility is to express an opinion on these combined financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the combined financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the combined financial statements referred to above present fairly, in all material respects, the financial position of Volunteers in Public Schools, Inc. as of June 30, 1993, and the results of its activities and cash flows for the year ended June 30, 1993 in conformity with generally accepted accounting principles.

As described in Note 2 to the financial statements, the Organization has elected to implement Financial Accounting Standards No. 116 and No. 117.

Postlethwaite & Netterville

Baton Rouge, Louisiana
April 12, 1994

VOLUNTEERS IN PUBLIC SCHOOLS, INC.
BATON ROUGE, LOUISIANA

COMBINED STATEMENT OF FINANCIAL POSITION
JUNE 30, 1993

ASSETS

Cash and cash equivalents	\$ 461,874
Interest receivable	791
Contributions receivable	13,084
Office equipment, net	<u>5,256</u>
Total assets	<u>\$ 481,005</u>

LIABILITIES

NET ASSETS

Unrestricted	60,729
Temporarily restricted	<u>420,276</u>
Total net assets	<u>481,005</u>

Total liabilities and net assets	<u>\$ 481,005</u>
----------------------------------	-------------------

The accompanying notes are an integral part of this statement.



VOLUNTEERS IN PUBLIC SCHOOLS, INC.
BATON ROUGE, LOUISIANA

COMBINED STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 1993

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
<u>REVENUES AND OTHER SUPPORT:</u>			
Contributions	\$ 123,703	\$ 479,383	\$ 603,086
Fundraisers	21,314	-	21,314
Investment income	530	9,639	10,169
Other	4,279	5,053	9,332
Net assets released from restrictions:			
Satisfaction of program restrictions	<u>408,004</u>	<u>(408,004)</u>	<u>-</u>
Total revenues and other support	<u>557,830</u>	<u>86,071</u>	<u>643,901</u>
<u>EXPENSES AND LOSSES:</u>			
Volunteers in Public Schools	60,527	-	60,527
Academic Distinction Fund	69,469	-	69,469
Library Power	347,249	-	347,249
Management and general	27,448	-	27,448
Fund raising	<u>37,324</u>	<u>-</u>	<u>37,324</u>
Total expenses and losses	<u>542,017</u>	<u>-</u>	<u>542,017</u>
Change in net assets	15,813	86,071	101,884
Net assets at beginning of year	<u>44,916</u>	<u>334,205</u>	<u>379,121</u>
<u>NET ASSETS AT END OF YEAR</u>	<u>\$ 60,729</u>	<u>\$ 420,276</u>	<u>\$ 481,005</u>

The accompanying notes are an integral part of this statement.



VOLUNTEERS IN PUBLIC SCHOOLS, INC.
BATON ROUGE, LOUISIANA

COMBINED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 1993

CASH FLOWS FROM OPERATING ACTIVITIES:

Change in net assets	\$ 101,884
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation	1,060
Changes in:	
Interest receivable	(791)
Other receivables	(5,300)
Contributions receivable	<u>342</u>
Net cash provided by operating activities	<u>91,188</u>

CASH FLOWS FROM INVESTING ACTIVITIES:

Purchase of equipment	<u>(5,244)</u>
Net increase in cash and cash equivalents	85,944
Cash and cash equivalents at beginning of year	<u>375,930</u>
Cash and cash equivalents at end of year	<u>\$ 461,874</u>

The accompanying notes are an integral part of this statement.



VOLUNTEERS IN PUBLIC SCHOOLS, INC.
BATON ROUGE, LOUISIANA

NOTES TO COMBINED FINANCIAL STATEMENTS

1. Summary of Significant Accounting Policies

a. Organization and Purpose

Volunteers in Public Schools, Inc. (VIPS) is a not-for-profit corporation organized for the purpose of enhancing education in East Baton Rouge Parish through recruitment, training and utilization of volunteers for the public schools and building partnerships between public education and the community.

VIPS is also the acting administrator for the Academic Distinction Fund (ADF) and the Library Powers Fund (LPF). The ADF was organized for the purpose of enhancing local education by awarding grants to local public elementary schools and teachers for various programs. The LDF was organized for the purpose of administering a three year, \$1.2 million grant from the DeWitt Wallace-Reader's Digest Fund. These funds are being used to implement and maintain the Library Power Program in all participating elementary schools in the East Baton Rouge Parish School system.

b. Basis of Accounting and Reporting

The financial statements of Volunteers in Public Schools have been prepared on the accrual basis. As such, contributions receivable are recognized, less an allowance for uncollectible amounts, when they are reliable and measurable.

The financial statements of the individual program funds have been presented on a combined basis. All interfund balances and transactions have been eliminated.

c. Fund Accounting

To ensure observance of limitations and restrictions placed on the uses of resources available to the Organization, the accounting system is organized and operated on a fund basis. The assets, liabilities, and net assets of the Organization are reported in two self-balancing fund groups as follows:

1. Unrestricted funds represent the portion of funds available for support of Foundation supporting services and also amounts which have been expended for property acquisitions.
2. Temporarily restricted funds represent expendable funds with donor or grantor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are shown as unrestricted expenses on the statement of activities.



VOLUNTEERS IN PUBLIC SCHOOLS, INC.
BATON ROUGE, LOUISIANA

NOTES TO COMBINED FINANCIAL STATEMENTS

1. Significant Accounting Policies and Presentations (continued)

d. Property and Equipment

Purchased property and equipment is recorded at cost. Property and equipment donated to the Organization is recorded at fair market value at the date of donation. Depreciation is provided over the estimated useful lives of exhaustible assets on a straight line basis.

e. Income Taxes

The Organization operates as a public charity under Section 501(c)(3) of the Internal Revenue Code and, accordingly, is exempt from federal and state income taxes and the excise tax which applies to certain foundations.

f. Cash Equivalents

The Organization considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

2. Accounting Changes

For the year ended June 30, 1993, management has elected to implement Statement of Financial Accounting Standards (FAS) No. 116, Accounting for Contributions Received and Contributions made, and FAS No. 117, Financial Statements of Not-for-Profit Organizations. The effect of these statements on changes in net assets as opposed to previous accounting policies is to present unexpended restricted contributions as revenue and support as opposed to increases in deferred revenue. For the year ended June 30, 1993, the effect on changes in net assets was an increase of \$67,122.

3. Temporarily Restricted Net Assets

Temporarily restricted net assets are available for the following purposes:

Volunteers in Public Schools activities:

Francis Woodfin grants	\$ 7,230
Glasgow Elementary School grants	999
Academic Distinction Fund activities - program grants	32,291
Library Power Fund activities - general	<u>379,756</u>
	<u>\$ 420,276</u>



VOLUNTEERS IN PUBLIC SCHOOLS, INC.
BATON ROUGE, LOUISIANA

NOTES TO COMBINED FINANCIAL STATEMENTS

4. Concentration of Credit Risk

The Organization maintains most of its cash balances in one financial institution. The balances are insured by the Federal Deposit Insurance Corporation up to \$100,000. At June 30, 1993, the Organization's uninsured cash balances totaled approximately \$361,000. Management believes that credit risk related to these deposits is minimal.

5. Net Assets Released From Restrictions

Net assets were released from donor restrictions by incurring program related expenses satisfying the restricted purposes as follows:

Volunteers in Public Schools	\$ 35,757
Academic Distinction Fund	24,998
Library Power Grant	<u>347,249</u>
Total restrictions released	<u>\$ 408,004</u>

5. Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefitted.

6. Academic Distinction Fund

a. Investment Fees

The majority of the ADF's grant funds and some operating funds are received from interest earned on an investment corpus maintained by the Baton Rouge Area Foundation (the Foundation). Investments consist primarily of cash equivalents for which cost approximates market value. As of June 30, 1993, the corpus value was approximately \$1,900,000. Earnings from the corpus are distributed quarterly by the Foundation net of administrative fees. These fees totaled approximately \$27,000 for the year ended June 30, 1993.

b. Donated Facilities

As of June 30, 1993, the Fund was leasing its office space on a quarter-to-quarter basis for \$300 a quarter, significantly below its fair value. The combined statement of activities includes rent expense at its estimated fair value of approximately \$12,000 annually with an offsetting revenue amount included in contributions.



APPENDIX 6: Additional Attachments

- A. Additional Resumes - Key CPC Staff Assistance
 - 1. Jenola Duke, Executive Director, VIPS
 - 2. Sue Catchings, Executive Director, Health Care Centers In Schools
- B. Template - SubGroup Planning Process
 - 1. Proposed EBRP Planning Template
 - 2. Actual Example of Florida Model

JENOLA G. DUKE
Executive Director
Volunteers In Public Schools

Jenola G. Duke is Executive Director of Volunteers In Public Schools, a non-profit agency whose mission is to enhance education for every child in East Baton Rouge Parish Public Schools by building partnerships between the community and public education.

Duke served on the founding committee of VIPS in 1984, and became one of the first two paid staff members of the organization. She worked with a team of paid staff and volunteers to establish Volunteers In Public Schools as a formal agency and to earn credibility for VIPS with the East Baton Rouge Parish School System and the community at large.

Duke has participated in the design and implementation of middle school volunteer programs using volunteers who work with students on a one on one or small group basis. Duke wrote a "Doing Better In The Middle Schools" grant which was funded by the Southern Regional Council. Duke has served as project director for this grant at Capitol Middle School, an inner city school. Evaluations of the program note significant improvement in the school.

Duke has been actively involved in the redesign program in EBRP Public Schools, served on the Restructuring Committee which directed the redesign effort, and has participated in the design and implementation of related training.

Duke is currently working with the Academic Distinction Fund, a program whose goal is to establish a \$3 million endowed public education fund for East Baton Rouge Parish Schools. To date \$2.7 million has been raised. VIPS oversees the distribution of income through the ADF Grants for Teachers and School Impact Grants. These programs have been established by VIPS and now serve as a model for the state. To date, East Baton Rouge Parish teachers and schools have received \$222,569 including matching income from the Board of Elementary and Secondary Education.

Duke serves on the team which designed and oversees the \$1.2 million Library Power grant to VIPS from the DeWitt Wallace-Reader's Digest Fund. This grant is improving teaching and learning in fifty-three elementary schools through improved library collections; staff development for teachers, librarians, and administrators; and renovated libraries which are inviting to children.

Duke is actively involved in the community as a volunteer. She has served as Lay Leader, Chair of the Administrative Board and Chair of the Council of Ministries of Broadmoor United Methodist Church. She is past president of the Junior League of Baton Rouge, Inc. She has been an active school volunteer and served with her husband as president of the parent organization at the elementary school their children attended.

Duke holds a Bachelor of Science from Louisiana State University with a major in mathematics. Following her graduation from LSU, she worked for IBM as a systems engineer.

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
003. resume	Resume of Susan S. Catchings (partial) (1 page)	n.d.	P6/b(6)

COLLECTION:

Clinton Presidential Records
Domestic Policy Council
Gaynor McCown (Subject Files)
OA/Box Number: 7385

FOLDER TITLE:

[Public Education Fund Network] [5]

2011-0255-S

rc217

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P1 National Security Classified Information [(a)(1) of the PRA]
P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P3 Release would violate a Federal statute [(a)(3) of the PRA]
P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

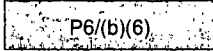
RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

b(1) National security classified information [(b)(1) of the FOIA]
b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

PERSONAL DATA

Susan (Sue) S. Catchings
P. O. Box 52
St. Francisville, LA 70775



[008]

PROFESSIONAL ACCOMPLISHMENTS AND INTERESTS

Organized Health Task Force which oversees comprehensive school health in West Feliciana Parish.

Authored the sex education curriculum and other training material.

Developed and coordinated the homeless program in West Feliciana Parish Schools.

Developed and coordinated the academic tutoring program in West Feliciana Parish Schools prekindergarten through seventh grade.

Developed and coordinated an extended academic program for at risk students.

Developed and supervised budgets for the homeless program, academic tutoring program, extended academic program, and the drug free school program.

Coordinated drug free school program in West Feliciana Parish.

Supervised numerous personnel related to activities of several programs.

Chaired the Homeless Coalition, Health Task Force, and Drug Free Advisory Board in West Feliciana Parish.

Planned and coordinated a parish-wide Health Fair in West Feliciana Parish.

Supervised a staff of twenty phlebotomists in a regional blood bank.

EDUCATION

Silliman Institute graduate - May, 1970.

Louisiana State University, Baton Rouge, LA.
Bachelor of Science in Medical Technology, 1974.

Specialist in Blood Bank registered by the American Society of Clinical Pathology, 1984.

Louisiana State University, Baton Rouge, LA.
Teaching Certificate in Secondary Science, 1988.

Southeastern Louisiana University, Hammond, LA.
Currently seeking Master's Degree in Community Health.

PROFESSIONAL WORK HISTORY

June, 1994 to present. Executive Director of Health Care Centers in Schools, Baton Rouge, LA. Responsible for all programs and staffing of present center and expansion of center in the school district.

August, 1990 to May, 1994. Comprehensive Health Coordinator and Homeless Liason, West Feliciana Parish Schools, St. Francisville, LA. Responsible for budget development and supervision for several programs including Drug Free Schools, Homeless program, and HIV/AIDS program. Participated in the development of interagency agreements with the Office of Public Health and the Office of Substance Abuse, and the Office of Mental Health. Developed systematic and longitudinal program for West Feliciana Parish Schools in the area of comprehensive health, drug free schools, HIV/AIDS education, sex education, and the homeless. Liaison with various community groups in regards to health issues. Responsible for identifying and tracking and writing grants for West Feliciana Parish.

December, 1987 to December, 1988. Community Blood Center, Baton Rouge, LA. Director of Nursing/Education Coordinator. Responsibilities include training of new employees, organizing continuing education, and teaching students of the phlebotomy school.

June, 1985 to December, 1987. LSU School of Veterinary Medicine, Baton Rouge, LA. Staff technologist in all phases of veterinary medicine.

June, 1981 to May, 1985. Earl K. Long Memorial Hospital, Baton Rouge, LA. Staff technologist in Blood Bank. Certified as a Specialist in Blood Bank while in this position. Responsible for teaching Medical Technology students the theory and mechanics of Blood Bank.

June, 1978 to May, 1981. Doctor's Memorial Hospital, Baton Rouge, LA. Blood Bank Supervisor - Organization of department and distribution of blood to six area hospitals.

June, 1976 to June, 1978. Natchez Community Hospital Natchez, Ms. Staff technician -- all phases of laboratory work.

January, 1975 to June, 1976. Dauterive Hospital, New Iberia, La. Staff technician - all phases of laboratory work.

GRANTS WRITTEN AND AWARDED

Stewart B. McKinney Homeless Grant submitted to Louisiana Department of Education for \$55,000. Awarded

Drug Free Schools Grant submitted to Louisiana Department of Education for \$22,000. Awarded.

Comprehensive Health Services, Evaluation and Inclusion grant submitted to Bell South Foundation for \$165,000. Awarded.

Project Choice: Integration of Academic and Vocational Program submitted to U.S. Department of Education for \$1.6 million. Not awarded.

Health Choices submitted to the U.S. Department of Education for \$300,000. Not awarded.

PRESENTATIONS

Invited speaker and presenter at various national, regional and state conferences in topics such as Comprehensive Health, Sex Education, HIV/AIDS education, and homeless issues.

PUBLICATIONS

Comprehensive Health Brochure for West Feliciana Parish, 1993.

Training material for Comprehensive Health.

Sex education curriculum at the tenth grade level.

Several articles for St. Francisville Democrat newspaper.

COMMUNITY/WORK-RELATED ORGANIZATION

West Feliciana Tourist Commission

Past Secretary-Treasurer

Past Vice-Chairman

Past Treasurer

Women's Service League

Past President

Past Board Member

Past Christmas Parade Chairman

West Feliciana Historic Society

Past Publicity Chairman

St. Francisville United Methodist Church

Administrative Board

Council on Ministries Chairperson

Youth Ministries Co-ordinator

Louisiana Chapter of the National Hemophilia Foundation

Board Member

Fund raising chairperson

West Feliciana Chapter of the American Cancer Society

Education chair

United Way

Regional Board Member

St. Francisville Chapter of the Louisiana Symphony

Education chair

REFERENCES

Abby Deschappelles, Director of Technical Assistance
South Atlantic Regional Resource Center
1236 University Drive
Plantation, Florida

Pat Cooper, Executive Director
NaSHEC
1001 G Street NW
Suite 400 East
Washington, DC 20001

Eileen Sonnier, Family Service Center Director
West Feliciana Parish Schools
P.O. Box 1910
St. Francisville, LA 70775

Harold Babin, Minister
St. Francisville United Methodist Church
St. Francisville, LA 70775

SCHOOL HEALTH EDUCATION

Sub-group - POLICY

CRITICAL ISSUES IDENTIFIED

--

NEEDS - listed by priority

-

-

-

STRATEGIES - listed by priority

-

-

-

-

-

-

-

DESIRABLE OUTCOMES

DRAFT. NOT for Distribution

Family and Community Involvement Coalition

Preparation and Practice

Critical Issues

Not enough emphasis is placed on school health, and community mobilization/collaboration in the professional preparation for teachers, students, social workers, allied health professionals and other who work as a team.

Needs

- More health professionals and human service workers specially trained in school health and working in collaborative relationships for building teams oriented to public work and human services.
- More diversity in members of the school health team
- Increased funding to provide sufficient numbers and types of human services providers in the school settings to meet the health and social needs of students and their families

Strategies

- Incorporate community service and volunteerism in the school setting as a part of the academic curriculum
- Use a team approach to curriculum design
- Support interdisciplinary and multi-disciplinary training projects
- Develop more schools as training sites involving problem solving to overcome obstacles such as confidentiality, preceptor training and development and incentives/recognition for schools that serve as training sites
- Advocate for legislative support through universities, local school boards, boards of regents, communities, school advisory committees for funding of school health services
- Recruit more minorities, a wider variety of socioeconomic and religious backgrounds, cultures, and more physically challenged students and professionals.
- For preservice and continuing education, provide more experience in parent and community involvement, prevention and health promotion and collaboration

Outcomes

Appropriately trained staff will more adequately address the issues of parent and community mobilization to support health services and health promotion, and will be more aware of needs and opportunities to address the family and community issues that influence student health behaviors.

Public Education Fund Network Comprehensive School Health Initiative Application for Planning Grants Review Sheet

Dear External Review Panel Member,

Thank you for assisting the Public Education Fund Network in reviewing proposals submitted by local education funds to propose a planning process to place comprehensive school health programs in public schools.

Following you will find guidelines that will allow you to review these applications in an objective, thorough, and comprehensive manner. Since the CSHI is funded by the federal Centers for Disease Control and Prevention (CDC), PEFNet is subject to all federal requirements on sub-grantee/ sub-contract selection. In writing your reviews, please be as specific as possible, and indicate page numbers if you are citing a section from the proposal.

After reviewing the proposals and writing your comments on this review sheet, please complete the information below by transferring the individual section scores to the grid provided. Please total the scores and sign your name to indicate that you have completed the review of the proposal.

Again thank you for your assistance.

Name of Reviewer:	
LEF Applicant:	
City and State:	
Priority Area:	☐ A ☐ B ☐ C

Scores:

Community Assessment	Planning Activities	Capacity and Capability	Evaluation Plan	TOTAL
25	30	25	20	

23

23

18

23

Phil - 20
 - 20
 - 20
 - 15

 75

Recommendation:

Highly Recommended for Funding	Recommended for Funding Based on Clarification	Recommended for Technical Assistance

MARY LYON

Signature of Reviewer: _____ Date: _____

- School Reform
 - Health Care -

Summary of Major Strengths:

1.

2.

3.

Summary of Major Weaknesses:

1.

2.

3.

A) Community Assessment Process and Identification of Needs

Does the applicant:

- identify the needs around health in the schools and the community?
- identify relevant programs and services that already exist in the local area?
- provide adequate discussion of gaps in and barriers to these services and programs?
- identify state and local policies/regulations regarding comprehensive school health?

Does the applicant consider:

- information regarding local morbidity and mortality statistics?
- whether a Youth Risk Behavior Survey was conducted in their local area? If yes, was the information included? If no, did it ascertain why and was comparable data included?

Comments/Rationale for Score:

Section Score: _____(25 points maximum)

B) Proposed Planning Activities

Does the applicant:

- present planning goals that reflect the CSHI goals?
- provide objectives that are time-phased, clear, and measurable?
- propose a planning activity that is responsive to the identified needs?
- adequately emphasize HIV-prevention issues within the proposed planning activities, and discuss how the eight components of comprehensive school health will be addressed?
- take into account diverse community populations?
- explain how the planning activities will be coordinated with existing school health and school reform efforts in the community?
- explain how the planning activities complement existing local and statewide efforts?

Under Priority A:

Is the proposed planning process reflective of this priority's focus?

How does the LEF describe the process for identifying and planning program(s) to be established?

How does the proposed planning process ensure collaboration and widespread community input?

What is the LEF's proposal for a collaborative planning process that addresses the health needs, including HIV prevention, of disadvantaged youth?

Under Priority B:

Is the proposed planning process reflective of this priority's focus?

How does the LEF describe the planning process that will determine what programs and services will be enhanced and coordinated?

How does the process ensure collaboration and widespread community input?

How does the LEF propose to establish a collaborative planning process that will lay a foundation for enhancing and institutionalizing the community/school structures through which health and social services are provided?

Under Priority C:

Is the proposed planning process reflective of this priority's focus?

How does the LEF propose to identify and address comprehensive school health policy issues during this planning process?

How does the LEF ensure broad community participation in the planning process?

What is the LEF's proposal for a collaborative planning process for developing and institutionalizing policies that address comprehensive school health issues?

Section Score: _____ (30 points maximum)

Section C: LEF and Partners' Organizational Capacity and Capability

Does the applicant:

- show adequate experience in planning activities?
- have experience in engaging community entities in its work?
- have experience in developing policies to create systemic change?
- have sufficient organizational capacity to execute sub-contract agreements, and receive and expend funds?
- include the active participation of school and community representatives in the planning process?
- include members of the community planning committee (CPC) that are representative of the community and have some experience in the activities proposed?
- identify appropriate organizations/agencies with which to collaborate and discuss how these entities were chosen?
- include memoranda of agreement or understanding from all members of the community planning community (CPC)?
- include roles and responsibilities of each collaborating organization?

Comments/Rationale for Score:

Section Score:_____ (25 points maximum)

Section D: Applicant's Evaluation Plan

Does the applicant:

- present a comprehensive evaluation plan that describes how progress will be measured?
- describe what steps will be taken to measure success in meeting the proposed planning goals and objectives?
- provide a description of both process and outcome evaluation measures?
- provide a description of both quantitative and qualitative evaluation measures?
- identify who will conduct the evaluation activities?

Comments/Rationale for Score:

Section Score: _____(20 points maximum)

Section E: Staffing Structure (not scored)

Does the applicant:

- propose a staffing structure that meets the needs of the activities?

Comments:

Section F: Budget and Justification (not scored):

Does the applicant:

- request a budget that is consistent with the activities proposed?
- provide reasonable and appropriate justification for budget items?

Comments:

Drawing on your own expertise, what is your opinion of this proposal?

Clarification Needed/Questions to be Asked:

Recommendations/Suggestions/Comments:

- Priority C

USED
Higher Co w/public
schools

- Planning / Implementation

- Develop a valid assessment tool

One of the things
u did not get
is the

- # of HIV/AIDS cases

- Are they going to try what may NOT