



Natchez-Adams School District

TEAM NAME: NASD Team

LEA Name: Natchez-Adams School District

LOCATION: Natchez, Mississippi 39120

SCHOOL NAMES/ADDRESSES:

McLaurin Elementary, 170 Seargent Prentiss Drive, Natchez, MS 39120

Morgantown Elementary, 101 Cottage Home Drive, Natchez, MS 39120

Susie B. West Elementary School, 161 Lewis Drive, Natchez, MS 39120

NCES IDs:

Natchez-Adams School District:	2803030
McLaurin Elementary:	280303000600
Morgantown Elementary:	280303000602
West Elementary:	280303000610

PROJECT LEAD/TEAM CAPTAIN:

Mrs. Aquetta Butler, ED.S – Accountability & Assessment Coordinator, NASD
1 (601) 445-2832 abutler@natchez.k12.ms.us
<https://www.linkedin.com/in/aquetta-butler-1b076375/>

BUSINESS CONTACT:

Mr. Timothy Byrd - Business & Finance Manager, NASD
1 (601) 445-2942 tbyrd@natchez.k12.ms.us
<https://www.linkedin.com/in/tim-byrd-cpa-38aa7b9/>

OTHER KEY TEAM MEMBERS/ENERGY CHAMPIONS:

Mr. Timothy Byrd - Business & Finance Manager, NASD
1 (601) 445-2942 tbyrd@natchez.k12.ms.us

Mr. Robert Bradford Emergency Management Director; Adams County MS
1 (601) 442-7021 rbradford@adamscountymms.gov
<https://www.linkedin.com/in/robertbradfordsr/>

BIO

Robert “Brad” Bradford

Robert Bradford is originally from Belzoni, MS. A small rural town in the Mississippi delta where he graduated from Humphreys County High School in 1991. He is a graduate of Alcorn State University with a bachelor’s degree in Agronomy (Plant and Soil Science). He’s been married to Sharon Patten Bradford for 24 years and they have five children: Jaquese, Travez, Xavier, Robert Jr. and Quadrick Bradford. He enjoys going to church, spending time with family, helping others, and hunting.

Brad served a combined 25 years in the US Army and Army Reserves retiring; as a decorated Infantry Officer, at the rank of Major. He planned and trained well over 10,500 combined Soldiers, Sailor and Airmen at Camp Shelby, MS from 2005 through 2010. All military personnel gained superb knowledge on military weapons qualification in support of Operation Enduring Freedom and Operation Iraqi Freedom.

Brad is currently serving as the Adams County Emergency Management Director, E911 Coordinator, Homeland Security Director and Floodplain Administrator. He has dedicated his knowledge, commitment, service and time into helping the residents of Natchez/Adams County. He oversaw numerous federal grants to include the construction of the Adams County Community Safe FEMA 361 Safe Room, costing \$3.4 million dollars. Brad is a graduate of the National Emergency Management Basic Academy (2017), National Emergency Management Advanced Academy (2018) and the National Emergency Management Executive Academy (2022).

Brad has spearheaded numerous disasters that have affected Natchez- Adams County to include the continuation of this COVID-19 pandemic. His leadership and advisory role to the elected officials helped get the Natchez- Adams County community back opened after a tragic shutdown in 2020. Brad and his team gave out well over 50,000 masks and over 4000 gallons of hand sanitizer to residents, schools, churches, and local businesses during the pandemic. Brad helped form a Regional Emergency Planning Committee to help prepare, educate, train and exercise emergency plans in four southwestern Mississippi counties. His vision encompasses the “Whole Community” approach in the stages of mitigation, prevention, protection, response and recovery. He has adopted the motto “Prepare and train for the worst, so we can react and respond to the community!”



NATCHEZ-ADAMS SCHOOL DISTRICT

Our Children Come First

Fred T. Butcher, SUPERINTENDENT • Zandra McDonald, DEPUTY SUPERINTENDENT

Braden Administrative Building –10 Homochitto—P. O. Box 1188 —Natchez, MS 39121
Office (601) 445-2800 • Fax (601) 445-2818 • natchezadamsschooldistrict.org

Accountability & Assessment Department

Aquetta D. Butler/Ed. S.

10 Homochitto Street

Natchez, MS 39120

Office (601) 445-2832 • Fax (601) 445-2990

natchezadamsschooldistrict.org

Mrs. Aquetta D. Butler is the Accountability & Assessment Coordinator for the Natchez Adams School District. Mrs. Butler has served in this capacity for nine years. Prior to this position, Mrs. Butler has been an elementary school administrator and high school principal.

Mrs. Butler received her Bachelor of Science Degree from the University of Southern Mississippi, in Hattiesburg, MS. She earned a degree in Sociology with a Social Work Emphasis and a Minor in Education of the Deaf. Upon completing of this degree, she was hired by the Mississippi Department of Human Services as a Child Protection Worker. Mrs. Butler was also the Adoption Trainer for the counties of Adams, Wilkinson, and Jefferson. In addition to the adoption training for foster homes and adoption services, Mrs. Butler managed a caseload of more than 75 cases that were either court ordered supervision, and for families that were being supported to prevent suspected abuse and/or neglect.

After six years in this job, Mrs. Butler enrolled in graduate school and earned a Master's Degree in Elementary Education and state teacher certification for grades 4-8. After graduation in May, she was hired as a 4th grade elementary teacher. During this tenure, she taught all subjects areas for several years. The subjects taught included: reading, spelling, math, science, history, and English language arts.

Mrs. Butler returned to graduate school have many years as a classroom teacher and earned a Specialist Degree in Educational Leadership. Prior to graduation, she successfully passed the Administrator's Licensure Exam and earned her 486 Administrators' License. Mrs. Butler was hired as an Assistant Principal for Port Gibson High School. This is a position she maintained for one year. The next year, she interviewed and was hired as the Principal. She serves as principal for four years before returning to her home town and serving as an Elementary Administrator for two years.

Mrs. Butler was hired as the Accountability & Assessment Coordinator and has remained in that position for the past nine years. In this role, she works closely with all departments and ensures compliance with the Mississippi Department of Education's 32 accountability standards. She also serves as the District Test Coordinator. She trains the School Test Coordinators on the plethora of state and federal mandates and ensures the integrity of the administration before, during, and after testing. Mrs. Butler has served as the lead for the district's accreditation process.

Her attention to detail, focus on specific tasks and time management, as well as, her years of facilitating training on the school, district, and state level will allow her to maintain the requirements of this award. This professional experience coupled with varied other decision making responsibilities attribute to her ability to manage and lead the initiative for the Energy CLASS Prize award.

The Natchez-Adams School District is an equal opportunity employer. It is the policy of the Natchez-Adams School District Board of Trustees not to discriminate on the basis of age, sex, race, color, religion, national origin or disability in its educational programs, activities or employment practices.

Vision: We are an innovative, inspiring, and unified, student focused learning community, which motivates and empowers all students to succeed.

Mission: Our promise is to nurture, engage, educate, inspire, and prepare students to learn and lead in a global society as confident, competent, and productive citizens.

Timothy Byrd, CPA

Natchez, MS 39120 • 312-952-3462 • tjbyrd@yahoo.com

SENIOR MANAGER LEVEL ACCOUNTING PROFESSIONAL

Distinguished career encompassing Fortune 500 auditing, manufacturing, governmental, financial institutions and not-for-profit auditing, consulting, oil & gas and corporate tax. Best Known for effectively managing external financial audits of financial statements and compliance audits of various entities.

EXPERIENCE

Natchez-Adams School District. Natchez, MS

2020 – PRESENT

Interim Business. Manager & Insurance & Accounting Specialist, 06/20- present

Interim Business Manager, 01/21- present

Prepare and manage all aspects of a 50 to 90 million dollar budget annually. Handle all financial and accounting related matters for the district. Perform monthly reconciliations and oversee the closing process.

- Perform bank reconciliations and year end accruals for congruence with US GAAP
- Prepare the books for external auditors & state authorities while serving as liaison between the auditor and district
- Prepare the accounting records in accordance with the state reporting framework
- Assist with exceptional service federal reimbursements and reporting
- Perform monthly and year end close accounting processes
- Assist and help implement various cross training functions
- Lead point of contact for financial reporting and key accounting functions
- Present various monthly financial reports to the governing body for decision making
- Perform monthly cash flow and financial analysis reports for planning purposes

Insurance & Accounting Specialist, 06/20- 12/20

Managed the insurance benefits for 500 plus employees.

- Assisted employees with required paperwork for benefit access.
- Answer employees' benefit questions.
- Spearheaded the annual open enrollment fair.
- Reconciled bills and payments to the accounting system's general ledger

Callon Petroleum Operating Co. Natchez, MS

2017 – 2020

Staff & Senior Accountant, 11/18 - present

Determine appropriate general ledger classification for all general and administrative expenses (millions of expenses on a monthly basis). Maintain vendor database for accuracy including w9 reviews, address updates & 1099 codes.

- Perform vendor additions and check for duplications.
- Answer vendor account questions through voice calls or emails.
- Perform various month end closing and reconciling entries.
- Initiate recording and approval process of certain monthly disbursements.
- Oversee 1099 MISC issuance and follow up process.
- Serve as company point of contact for vendor questions or inquiries initiated through email account.

Joint Interest Accountant, 12/17- 11/18

Determine appropriate general ledger coding for oil well related expenditures. Perform monthly entries.

Silas Simmons LLP, Natchez, MS

8/2009-12/2017

CPA

Managed financial audits, including key accounts within the not-for-profit and governmental industries. Mentored and helped train staff. Served as main point of contact for several audit clients. Presented audit deliverables to boards of various clients.

- Implemented the new risk assessment standards on select audit engagements to ensure the firm's compliance with professional standards.
- Added new tax & audit clients to the firm's roster and conduct new business proposals and presentations to prospective clients.
- Increased non-assurance engagement sales.
- Assist with financial institution financial audits & audits of employee benefit plans

Baker Tilly Virchow, Krause & Co. LLP, Chicago, IL

9/2005-2/2009

Senior Auditor

Team lead on multiple financial audits, including key accounts to the firm. Engagement lead for reviews and compilation report procedures on non-attestation clients.

- Assisted & led several governmental audits simultaneously within a compressed time frame, in accordance with the industry's unique framework.
- Conducted detailed reviews to ensure financial statement reports were accurate and consistent with the assurance work performed by the engagement team.
- Team lead on engagement for a manufacturing company with 14.5 billion in revenue.
- Validated that all required financial statement disclosures were presented and appropriate.
- Conducted training for new and experienced staff on the implemented audit methodology.
- Developed substantive methodologies to be administered by the respective engagement team.

Synchronized Partners, Inc., Chicago, IL - Owner

4/04-9/05

Contributed to 50% growth over a two-month period by adding 8 clients.

- Complete 1040 and 1120 returns.
- Assist and conduct financial statement audits of not-for-profit and governmental entities.
- Served as Senior Auditor, on a joint audit with KPMG, of a governmental entity with over 1 billion in net assets.

Brooks, Faucett & Robertson LLP, Chicago, IL - Staff Auditor

12/02-3/04

Conducted financial statement audits for entities with over one billion in revenues. Assisted on financial statement audits of not-for-profit and governmental entities.

- Prepared financial statement reports, ensuring accuracy and adequate correlation to the audit documentation.
- Coordinated with senior team members, an efficient audit designed to exceed the client's expectations of service, while adhering to the authoritative guidelines.
- Through execution of substantive procedures, identified a material (approximately \$40 million) misstatement pertaining to revenue recognition.

Sears Roebuck and Co, Hoffman Estates, IL - Internal Auditor II

1/99-4/01

Team lead on operational audits that identified inefficiencies and increased profits.

- Presented audit findings to various full line store managers and corporate department heads.

EDUCATION

Bachelor of Science, Accounting, Southern University, Baton Rouge, LA

CERTIFICATION AND DEVELOPMENT

Certified Public Accountant, State of Mississippi and Illinois

Completed Class of Leadership Natchez 2010 - 2011

EXTRACURRICULAR ACTIVITIES

Board Member and former President (2017-2018) of Kiwanis, International - Natchez Trace Club

**Keeper of Records and Seal- Nu Xi Chapter, Omega Psi Phi Fraternity, Inc. (2011-2021)
Natchez Inc. - board member (2016 - 2023)**

COMPUTER SKILLS

Microsoft Windows, Integrity Financial Software, Caseware, Engagement, SAP, Pro-fx Global Tax Software, International Tax Management System, Foreign Tax Management System, QuickBooks, ProSeries, Lacerte, Insource CS International, WellView, SiteView and BOLO