

**Minutes**  
**Board of Directors**  
**Grambling High Foundation**  
**Regular Meeting**  
**December 3, 2018 – 6:30 p.m.**

- **Call to order:** The meeting was called to order by Dr. Copeland at 6:33 PM.
- **Adoption of Agenda** - A motion was made by Mr. Downs to adopt the Agenda. This was seconded by Ms. Boden. The agenda was adopted with no opposition from the Board.
- **Adoption of Previous Minutes** - A motion was made by Mr. Tatum and seconded by Ms. Boden to adopt the previous minutes. The minutes were adopted with no opposition.
- **Roll Call**
  - **Present**
    - Dr. Birdex Copeland
    - Hollis Downs
    - Don Tatum
    - Katrina Boden
    - Eddie Robinson III
  - **Absent**
    - Rhonda Pruitt
    - Robert Wiley
    - Rachel Johnson
- **Lincoln Prep “Showcase”** - Mr. Ford stated that the 6-7th grade boys’ basketball team beat Jonesboro tonight and that the girls are currently playing. The high school debate team recently competed in Lafayette. Mr. Ford stated that he will get more details on it as soon as he can. 5 Lincoln Prep students recently took the initial Oil and Gas Certification Exam. All passed on the first attempt are planning to start working in the oil field soon. Ms. Boden asked if this is taken into account when tracking the number of students attending college and was informed by Mr. Ford that it is not.
- **Public Comments** - Dr. Copeland announced that the meeting was open to the public. No members of the public were present.
- **Report of the Executive Director** -
  - Director Ford discussed the current enrollment numbers. He stated that The Department of Justice does not include students who identify as "Hispanic with no race" in the count for Caucasian students. These students are included at some other schools, but were reported separately for Lincoln Prep. We currently have 85 students on the waiting list that cannot be accepted due to the cap placed on the school for the number of African American students that can be accepted. The Department of Justice recently came for a site visit. A supplemental report was created and information is forthcoming.
  - The leak in the locker room has been fixed and all electrical and plumbing works is complete. We were also able to secure lockers from a school in Ouachita Parish for \$600. They will be painted and used in our locker room. The floors in the gym have also

been repaired and the gym has been painted. The large units outside were inspected and the outside units may not be repairable but we are able to use the gym during the winter months since getting the heat fixed. Due to the large crowd brought in by the Arcadia game, we may hold it in the Assembly Center instead of the gym. Also, it may be moved from Friday to Saturday. The last time this was done, attendance to the game doubled from previous years.

- The Financial Audit for 2017-2018 will begin soon following the pre-audit teleconference that Mrs. Kenley had today. She was able to start the plan and will get the request for information this week and schedule the onsite visit for next week. It should take approximately 1.5 days to complete the audit. Mr. Ford reiterated that all meeting minutes were needed for this audit. Mrs. Kenley informed Mr. Downs that we have the same auditor from Baton Rouge that we had last year. Mr. Ford reassured Mr. Tatum that he doesn't have any concerns for the audit. The only issues from the last audit were documentation issues and they have all been resolved.
- Several staff members from Lincoln Prep will be attending the Louisiana Association of Public Charter Schools Conference in New Orleans next week.
- Mr. Ford provided all board members with an abbreviated version of the parent briefing used by the school. This briefing can be tailored as needed. It will be used for recruiting visits as well as Town Hall Meetings with the PTA and community groups. Mr. Ford stated that this is more indicative of the kinds of things that we are doing and he wants to introduce that to the community. Mr. Ford assured Mr. Downs that board members would be invited to these meetings.
- Mr. Ford stated that more information on the Charter School Renewal and Supporting Student Learning At Home could be sent if requested. Mr. Ford briefly discussed the SPS since most members had already seen it. He stated that what was provided to the Board was an exact screenshot of what appears on the School Finder Website. Mr. Tatum voiced concern about the NewStar containing a misprint regarding our letter grade. The paper shows Lincoln prep at a 60.5 D. All other information was correct with the exception of the letter grade. Mr. Ford stated that they may have been looking at information from before the grades were curved and the scale changed. The scale changes periodically and is lower now that it will be in a few years to account for more rigorous grading in school. A 60.5 is a C this year instead of a D. Mr. Downs stated that the NewStar is a very large publication and it may be worth sending a note asking for a reprint with the correction to the letter grade. Mr. Ford stated that all publications in the area were sent the same information. Mr. Downs stated that he has received feedback from supporters who have seen the correct information and they were impressed. Mr. Ford went on to discuss how the school has performed over time. Since the scale has recently changed, it shows how Lincoln Prep would have ranked under the old scale as well as where we rank on the new scale. The Board was also provided with a direct screenshot of Student Performance and Student Progress. It was discussed that the most work was needed in "Assessments" which is the State testing. The Progress

Score is a measure of students that are meeting their state goals on state tests. We have a lot of students that are underprepared and the state judges on how much we are able to move those children each year. We are currently at a B rating for the school. Mr. Downs asked if the Elementary school is having the most difficulty. Mr. Ford stated that K-8 is struggling but we have been able to maintain a Progress Score of B. Mr. Tatum voiced concern about the progress of students that we accept from other schools. He inquired as to whether we are able to show where they scored when we accepted them versus where they score now. Mr. Ford stated that we only have 1 year data right now. Given that we currently accept students from 9 different parishes, we are always going to have a difference in the level of performance. The state only looks at how the student scored the previous year, where they should be by next year, and if Lincoln Prep helped them get there. Mr. Ford also discussed the ACT and Graduation Strength of Diploma and stated that the last projection given was higher. When the final info was received, there were 6 students who never came to our school. Some of those students were supposed to come from Grambling High but did not finish school. Since we asked for the info a year early, we had to use Grambling High's Graduation Cohort which included those students listed as drop-outs. We did reach out to one student who did receive his diploma after this, so our score will be adjusted slightly. 40 of last year's 42 students graduated. One of those students is overage and is enrolled in Job Corps and the other did not receive his GED in time for it to count. Mr. Ford stated that the ACT index and K-8 improved over 50%. LEAP scores improved in almost every grade with Math improving by almost 27%. Overall, students achieving Mastery in Math increased by 70%. Lincoln Prep was the only school to improve from an F to a C. All others were only able to improve one letter grade. Our overall test scores improved by 24.4 points and there was a 67.7% increase in the School Performance Score which puts us at number 10 overall in the state. The graduating class of 2017-2018 will be included in our score. They have a higher graduation rate and Strength of Diploma due to AP classes. When looking at the 2 year comparison, all score components increased from last year with K-8 increasing by 9.8%, high school by 23%, and the ACT Index by 56.6%. Although it is hard to compare Lincoln Prep to one individual school in the state, we are second only to Lincoln Parish when it comes to the economically disadvantaged and African American students who scored 21 on the ACT and Gold on Work Keys. In terms of graduation rates, our African American population is tied for 2<sup>nd</sup> and next year, we are planning to be greater than 95% overall. When asked if those students appear to be struggling, Mr. Ford confirmed but assured the board that they are given accommodations to help them. Conferences are held with the parents and the students are given remediation time to improve their test scores. They will test in December and have another opportunity in the spring, if needed. He stated that in his time at the school, there has not been a student fail to graduate because of school struggles. One student in the past was unable to pass their test in the spring, but was able to graduate in June. Ms. Colvin added that there are 2 teachers that stay after school Monday through Thursday for tutoring. Mr. Ford added that all freshman and sophomores have

allotted time for EOC test tutoring during the day and that 8<sup>th</sup> and 9<sup>th</sup> grade have 2 hours of Math courses this year in an attempt to keep everybody where they need to be. Lincoln Prep is 1<sup>st</sup> overall in the state for Industry Based Credentials. He stated that 64% of the students are going to college which is well above average. Some of the students affecting this number have gone into the oil field with their certification and some have joined the Military. This is not taken into account, as the system only judges it based on students who start college in the semester following high school graduation. Mr. Ford discussed the student that was expelled last year for having drugs on campus. A plan was brought to the board to rehabilitate the student and the student was able to graduate. He graduated last in his class but is currently enrolled in college. We have a continuing education requirement to our students and we never stop helping them prepare. When Lincoln Prep interviews for a job opening, any former student who applies will be interviewed, even if they are not qualified, simply for the experience and a chance to get feedback. Ms. Boden added that the staff is doing an outstanding job with the students. Mr. Downs asked what the biggest struggles are right now and was informed by Ms. Colvin that handwriting has proved difficult for most. Also, some students have identified as struggling readers and are being tutored in that area heavily, as it can affect all test scores, including Math. She added that Dual Enrollment criteria have also changed this year. In order to go straight into Dual Enrollment, one must score an 18 on their testing; otherwise, they will have to take remedial Math or English. Ms. Kimball, the advanced Math teacher, is preparing all students for college Algebra. These students will receive a voucher to take the CLEP test for free. The CLEP test turns the Strength of Diploma to 150 points whereas a regular diploma is only 100. Mr. Ford added that Associate's Degree courses will be coming soon, which will increase the Strength of Diploma to 160. Mr. Ford has been looking into techniques and meeting with other schools to find out what we can do to improve test scores.

- Lincoln Prep participated in Light Up the Pines at Lincoln Parish Park this year and placed 3<sup>rd</sup> for the best display. We had banners made showing different things that we do at the school.
- When asked for an update in the K-8 progress, Ms. Colvin stated that they have gone to Core Knowledge which is a highly regarded curriculum. The state has done a full evaluation and it is considered tier 1. The package was purchased for around \$10,000, so we have everything needed to fully implement it and prepare the students.
- Ms. Colvin stated that the arts integration has been very positive for the elementary students and they are excited about coming to school. Mr. Downs asked if we are planning to integrate this into the high school, as well. Ms. Colvin stated that it has been discussed and is being looked at as a phase in, meaning that when 5<sup>th</sup> grade goes to 6<sup>th</sup>, it will be incorporated then, and so on. Also, instead of the Special Education students being pulled from the classroom, we are pushing for the teachers to come into those classrooms. There is a tutoring program offered by LOSFA where the tutors come into the classroom and assist the children. Right now, these tutors can only work with 8-9<sup>th</sup>

grade but can follow the students all the way until graduation. Ms. Colvin elaborated on the process for identifying struggling students. At the beginning of the school year, testing is completed to determine the level that the student performs at. If a student is 3 years behind where they should be, they are placed on the intervention list as Tier 3 students. All teachers are made aware of this and we offer after school tutoring, one on one time with the teacher, etc. The parents are also aware and involved. Currently, we have a large population of students that are at least 1-2 grades behind and very few that are reading at their current grade level. On the other hand, we do have a few in middle school that are reading at a college level. Mr. Ford added that last year, well over 100 students were at least 1 year behind. Ms. Colvin elaborated that it can be more difficult to properly address the issues in middle and high school, as there are so many different teachers per student. She stated that the LEAP 360 system gives us a good picture of what we're dealing with for each student.

- Mr. Ford stated that Lincoln Prep will be performing their Christmas Program on Tuesday, December 18<sup>th</sup> at the Dixie Theater.
- **Committee Structure and Meeting Schedules** – Dr. Copeland encouraged discussion regarding the meeting schedule. The board will continue to meet as previously discussed and the Committee Chair is to let Dr. Copeland know if they require a meeting so it can be properly noted and the public notified.
- **Reports and/or Issues**
  - **Education and Personnel** – Nothing to report.
  - **Finance / Financial Report** – Mrs. Kenley discussed the financial report and stated that Revenue is at 29.5 currently and should be at 33.3. This should change in March when the MFP is received. The Year to Date and MFP is at 1.2 million and we budgeted for 5 million. Also, our Federal grants have been received. We have received reimbursement for the food service for August and September but are still waiting for October. The October meal count was slightly lower than September for breakfast and lunch and we are averaging a little over \$6000 per month for food. Ms. Boden asked what time dinner is served and Mr. Ford informed her that it is served around 5 pm. Mr. Ford added that the school is able to offer the program to all school aged children in the area, but nonstudents must notify the school in advance. The school receives funds from the Federal Government for this program. He stated that any profit received from this goes into maintenance for the cafeteria so that this continues to be a self sustaining program. Mrs. Kenley stated that we have had to replace several things in the cafeteria that were paid for with the profit from the food service instead of the general budget. She added that we are on track with all expenses currently. The line of credit was used for \$65,000 on October 10<sup>th</sup> and repaid on October 24<sup>th</sup>. She stated that Repairs and Maintenance are currently under budget, as we have only made the first payment for the athletics building. Also, half of the lease has been paid for transportation. Dual Enrollment is currently over budget but we will receive more funding in February or March. Mr. Ford reiterated after being asked that in regards to sports uniforms, etc., if it is specific to the student (tennis shoes, etc), the student must purchase but if it can

be reused, the school will purchase. This year, the school had to purchase extra uniforms because some of the girls required a much smaller size than what we had. The plan is to eventually have a surplus of uniforms to choose from. Mr. Tatum asked about auditing for this and Mr. Ford stated that it is part of the equipment audit completed each summer. Also, if a student has failed to return a uniform, their report cards are held until they are returned. When asked why we purchase the uniforms when other schools do not, Mr. Ford stated that if we had to depend on the parents, the activity most likely would not happen. For example, the softball team planned to hold a pageant as a fundraiser and had to refund money to everybody because not enough people signed up to participate. Also, we are able to use this as a recruiting tactic. Mr. Downs made a motion to adopt the October financial budget. This was seconded by Mr. Tatum and adopted with no opposition.

- **Facilities and Transportation** – Nothing to report.
- **Alumni and Community Relations** – Nothing to report.
- **Old Business**
  - **MOU between Grambling High Foundation and Grambling State University** – Nothing to report.
- **New Business** – Nothing to report.
- **Next Meeting** – The next meeting will be held on January 28th. Committees will meet at 6 PM with the Board Meeting following at 6:30 pm.
- **Announcements** – Nothing to report at this time.
- **Executive Session** – Nothing to report at this time.
- **Adjournment** – With nothing further to discuss, Mr. Downs and Mr. Tatum moved to adjourn the meeting. This was seconded by Ms. Boden and the meeting was adjourned at 7:58 PM.