

**Board of Directors
Grambling High Foundation
Regular Meeting
September 10, 2018 - 6:00 p.m.**

- **Call to Order**
- **Prayer** - Robert Wiley
- **Pledge of Allegiance**
- **Approval of the Agenda** – Pam Stewart moved to approve the agenda. Robert Wiley seconded this motion. The agenda was approved with no opposition.
- **Adoption of Previous Minutes** – Robert Wiley moved to adopt the previous minutes with stated corrections; Hollis Downs seconded the motion to adopt the minutes with corrections. The previous minutes with stated corrections were adopted with no opposition.
- **Roll Call**
 - **Present Members**
 - Dr. Birdex Copeland
 - Katrina Boden
 - Pamela Stewart
 - Robert Wiley
 - Hollis Downs
 - Don Tatum
 - Rhonda Pruitt
 - Rachael Johnson
 - **Absent Members**
 - Eddie Robinson, III
- **Lincoln Prep "Showcase"** - Nothing to report.
- **Public Comments, including 2018-2019 Budget** – Dr. Copeland announced that this is a public meeting and that the 2018-2019 Budget has been posted for inspection by the public. No one from the public chose to comment on the budget. Dr. Pruitt asked about the percentage of the estimated benefits and Ms. Kenley responded that it is within 5% of last year's numbers. Dr. Pruitt then inquired about Dental Insurance being available to employees. Mr. Ford confirmed that staff members have the option to purchase dental insurance and Ms. Kenley added that the insurance provider is Always Care. Dr. Pruitt inquired about salary amounts being listed in the budget. Mr. Ford confirmed that salary amounts are listed in broad categories but you will not find an individual's salary listed. Ms. Kenley added that the documentation provided to them is a breakdown of the annual operating budget. It is a more detailed version of the budget that Board members receive monthly and it is based on the state guidelines. No other comments were made.
- **Report of the Executive Director** –

- Mrs. Price from the Department of Education made her first visit to the school. At this time, she and Mr. Ford discussed our continued participation in the Johns Hopkins School Redesign Cohort. Mrs. Price is reportedly pleased that hearing and vision screenings were done so early in the year. We utilized our part time school nurse until the MOU with PHSC is complete.
- Open House for grades 6-12 will be held on tomorrow and Open House for K-5 will be held on Thursday.
- We had a home game get called last week due to lightening. Mr. Ford explained that once a game has begun, it is under the control of the referee. If there is a lightning strike, the game will be stopped for no less than 30 minutes. After a couple of weather delays in this game, it was determined that the lightning was not letting up and the game was called. There will not be a rematch and we were down 27-0 in the first quarter, so that will serve as the final score.
- Each Board member was given a handout detailing projected school performance scores as Mr. Ford discussed them in detail. The calculations for our SPS have been changed. The Drop- out Credit Accumulator is not being utilized. This monitors students going from 8th to 9th grade to measure how many credits 8th graders are getting. Leap scores in grades 3-8 are up 15% overall to an 84.5 B. There is a 41% increase in K-8 overall. Our high school ACT index is up 40% and our EOC is up 20%. The high school has seen a 36% increase in performance, bringing them to a 49.1 but this is still a standalone grade of D. Also included in these calculations is the Progress Index. This looks at scores on tests as well as looking at people moving toward scoring Mastery. It monitors whether students are on track for reaching Mastery. Each student is given a predicted score. These predictions are made by comparing them to students in other schools with the same characteristics. If the student achieves that score, they get 150 points. Each student is given a percentile score in the state and our score is based on the average of those percentages. High school scores are based on English and Math and we have an average score of 77.5, which is a B. Regarding the Graduation Cohort, we are still unsure if we will receive those points but should know soon. If we do not get it this year, Mr. Ford is certain that we will next year. Without the Graduation Cohort, our score for grades K-8 is 41.5 and the score for high school is 64.2, giving us an overall score of 53.8. Considering the Graduation Cohort situation, if we are able to use scores for those students, the overall SPS will be 70.8, which is a C. The state is using School Finder this year to publish performance and student progress grades side by side while allowing the view of scores over time. These are all projected scores but are based on raw data that has been verified. It shows that the state expects to see score-wise. Without the graduation cohort, our performance score is 40.6-F and our progress score is 80.3-B. With the graduation cohort scores, our performance score increases to 60.5. This is a 13 point growth from last year. Hollis Downs asked if the elementary grades are singlehandedly affecting our scores and Mr. Ford confirmed that grades K-8 are our lowest at 45.1. The Board will be notified when the finalized data has been released but the date of that is still unclear. When the date is set, a release schedule will be published 1-2 week prior

and sealed results will be sent to the school. A public webinar and a public release will follow. Hollis Downs and Dr. Copeland commended staff on making excellent progress this year.

- Ms. Boden asked Mr. Ford to elaborate on the current enrollment numbers. Enrollment as of today is 447 students. Student membership is actually slightly higher than this number due to using different calculations. Enrollment is fluid and ever changing with students moving in and out. Currently, our enrollment system shows 467 students. Some students may have enrolled but have not turned in all of their information. This number will freeze on October 1st. Dr. Pruitt asked Mr. Ford if the October 1st count is the official number. He explained that the count on October 1st determines base funding for the first half of the year and the count on February 1st determines base funding for the second half. Dr. Pruitt asked for an explanation where the MFP basis of 461 students comes from. Mr. Ford explained that this is based on the anticipated count for that half of the year. Our current anticipated growth is in line with the results over the last few years. We are required to have 471 students to meet our goal and Mr. Ford thinks we will meet it this year as we met it last year using similar projections. Dr. Pruitt expressed concern that we may need to change the budget to reflect the current enrollment number. Mr. Ford assured her that this is not needed as he has provided documentation showing fluidity over the years. He elaborated that we do expect to meet this goal, as we continue to enroll more students regularly. The number today does not even put us at the cap number of African American students and students are actually being pulled from the waiting list. Mr. Ford will resend said documentation to Dr. Pruitt for her examination. Mr. Ford stated that some parents have contacted the school stating that they are waiting for SPS to be released before making a decision on enrollment.
- When asked by Ms. Boden, Mr. Ford informed the Board that all permanent full time positions at the school are filled after hiring a new bus driver today.
- Dr. Pruitt expressed concern over the cost of the portable buildings that are being leased by the school and wants to know if there were other options. Mr. Ford stated that other options were explored but this was the only resolution. He also informed Dr. Pruitt when asked that he checked into using the area under the band room but was told that it is condemned and not usable. Dr. Pruitt inquired if the Board gave approval for the amount of money spent on these buildings, as policy states that anything over a certain amount requires Board approval. Mr. Ford commented that the Board was briefed and went through the budget process. Don Tatum confirmed an extensive discussion during a previous meeting regarding this issue.

Committee Structure and Meeting Schedules - Dr. Copeland commented that a decision still needs to be reached regarding Board and Committee meetings. Board members have expressed concern about meeting multiple times during the month, especially those who live out of town. Dr. Pruitt suggested that each committee should decide when and how often they meet, as some may not need to meet as frequently as others. Hollis Downs asked about the structure currently in place regarding meetings and was informed by Dr. Copeland that nothing is

currently in place. It was proposed that the Board would meet quarterly and the Committees would meet on the other meeting days so as to have only 1 meeting per month. Dr. Pruitt added that some Committee members are new and may need monthly meetings for a time. Dr. Copeland suggested having the committee meet at 6:00 PM and have the Board meeting immediately following. Mr. Ford confirmed that the Lincoln Parish School Board follows this same structure and added that each committee will meet individually, make an appointment with the Superintendent to gather information, then provides that information during the Board meeting. So long as it is not a quorum of the Board, this is acceptable and cut take time off the Board meeting.. Hollis Downs stated that the functionality of the committee should be taken into consideration. He also asked if we are legally obligated to hold public meetings. Dr. Copeland responded that the Charter School handbook clearly states that open meeting laws apply to all Charter Schools and their committees so no further investigation was completed on the matter. It was suggested that a poll be completed to see how other charter schools perform their committee meetings. Dr. Pruitt feels as though holding the committee meeting immediately prior to the Board meeting could be effective, so long as the committees communicate on who will meet on which month. It was suggested that multiple committees could meet at the same time in different areas of the building as long as we know in advance to publish the agenda. Hearing all discussion, a motion was made by Hollis Downs to hold committee meetings at 6:00 and Board meetings immediately following at 6:30. This motion was seconded by Katrina Boden. This motion was approved with no opposition.

- **Committee Reports**

- **Education and Personnel** – Nothing to report.
- **Finance / Financial Report** – Nothing to report.
- **Facilities and Transportation** – Hollis Downs stated that he heard back from Matthew regarding the construction of a new school. A meeting will be scheduled with Mr. Downs, Mr. Ford, and Matthew to discuss this in detail. When asked, Mr. Downs stated that we are still open to exploring other options. He is simply clarifying on what is needed to qualify for new construction.
- **Alumni and Community Relations** – Nothing to report at this time.

- **Old Business**

- **MOU between Grambling High Foundation and PHCS (Update)** - Mr. Ford stated that the vision and health screenings for this year were completed by the school's part time nurse. Mr. Ford informed Ms. Boden that he was able to look over the documentation that PHSC presented. He will review this information and get with Dr. Copeland for a meeting. Ms. Cowan expressed continued concern about not having a nurse on site full time. She stated that there are issues that need to be addressed and she does not feel as a part time nurse is adequate as she can only complete vision and hearing screenings right now. The school must work with her on a weekly basis to find out when she is available. Mr. Ford stated that the Board requested some changes to be made to the MOU and that PHSC is not comfortable with some of those changes. It has been discussed with the CEO and they have requested a meeting with Dr.

Copeland. Dr. Pruitt asked if information obtained during this meeting would be brought back to the Board. Mr. Ford stated that as long as the pending edits can be agreed upon, there is no need for further Board approval, as they have already been approved. If the company wishes to submit something different than what has already been approved by the Board, it will come back for approval. Ms. Cowan commented that not having a full time nurse on site impacts the entire school and the students. Ms. Boden suggested finding another nurse to fulfill those duties and was informed by Mr. Ford that it will be entertained if it comes to that. Ms. Boden asked if, with the help of the Medicaid billing company, we could hire a nurse and be reimbursed. Ms. Kenley stated that we would only be reimbursed for about 70% of it and Mr. Ford added that it is not in the budget right now. Ms. Boden asked about the qualifications for a school nurse and was informed that we would need an LPN and a School Certified RN to supervise him/her. Ms. Colvin added that she has visited other schools with health centers on site and it is a great recruitment tool when competing against other schools in the area. She added that it could improve attendance as you would not have to call the parent and send the child home over something minor. Mr. Ford stated that this is what PHSC is trying to do and we just have to come to an agreement on the terms. Hearing concern about the amount of time it has taken to get this far, Dr. Copeland states that he will try getting a meeting this week to reconcile what we want.

- **MOU between Grambling High Foundation and Grambling State University** – Nothing to report at this time.
- **New Business -**
 - **Adoption of 2018-2019 Budget** - Robert Wiley made a motion to adopt the 2018-2019 Budget as proposed. Pam Stewart seconded this motion. All members voted to adopt the proposed operating budget; none were opposed. Ms. Kenley stated that it will be turned in to the state by the 30th.
 - **New Schedule of Board Meetings** – Discussed previously and Board meetings will be held on normal meeting days at 6:30 with committee meetings held immediately before.
 - **1st National Corporate Resolution for \$100,000 Line of Credit for GHF** - Robert Wiley discussed the line of credit application for 1st National Corporate Resolution. He sent an email a few weeks ago detailing the agreement form. He asked for Board members to sign the form giving Mr. Ford the authority to establish this line of credit. He stated that the Board approved this several months ago and the form is just a formality. Dr. Pruitt asked what the line of credit would be used for and was informed by Mr. Ford that it would be used to fund day to day operations. As evidenced last year, sometimes invoices would come in before the MFP, so this will prevent us from having unpaid bills. Hollis Downs added Ms. Ford is acting at the request of the Finance Committee. Dr. Pruitt asked about the limitations on the use of this money and if it required Board approval. Mr. Ford stated that the money will only be used within normal financial constraints and anything that is not included in the budget requires Board approval. Robert Wiley stated that this line of credit is set up for 1 year. Interest on any funds drawn is due on a monthly basis and the principle is due as the school obtains the funds to pay it back. He is unsure on the exact interest rate but believes it is 5.5-6%. Mr. Ford assured the board that utilization of these funds will be

reported to them. Pam Stewart inquired about \$550 more being listed on the loan form than what was explained by Mr. Wiley. Ms. Kenley stated that this is the origination fee. Mrs. Stewart expressed concern about the wording on the form stating how much money we would be getting but was assured by Mr. Wiley that we are only getting \$100,000 line of credit.

- **Next Meeting Date** – The next meeting will be held on October 29 at 6:30 pm.
- **Announcements** - None.
- **Executive Session** – Dr. Pruitt made a motion to go into an Executive Session. Hollis Downs seconded this motion.
- **Adjournment** – With nothing further to discuss, Dr. Pruitt moved to adjourn the meeting. Robert Wiley seconded this motion and the meeting was adjourned at 8:13 pm.