

**Board of Directors
Grambling High Foundation
Regular Meeting
May 29, 2018 - 6:00 p.m.
Grambling Community Center (City Hall)**

- A. Call to Order**
- B. Prayer**
- C. Pledge of Allegiance**
- D. Approval of the Agenda** – The agenda was approved by the board with no opposition.
- E. Adoption of Previous Minutes** - Previous minutes will be presented at a later date.
- F. Roll Call**
- **Present Members**
 - Dr. Birdex Copeland
 - Pamela Stewart
 - Katrina Boden
 - Rachael Johnson
 - Robert Wiley
 - **Absent Members**
 - Rhonda Pruitt
 - Hollis Downs
 - Eddie Robinson III
 - Don Tatum
- G. Lincoln Prep "Showcase"** – No showcase.
- H. Public Comments** – Dr. Copeland stated that the meeting is open for the public to make comments regarding items on the agenda. He informed members of the public that if they wish to discuss items not included in the agenda, they could contact him to have them added for the next meeting. No public comments were made regarding this month's agenda items.
- I. Report of the Executive Director** –
- a) 95 students from last year have not yet submitted applications for the coming year. Mr. Ford stated that people are working to resolve this issue as well as working on recruiting events.
 - b) One student did not walk at graduation due to missing a test. She will make up that test in June. Graduation rate is currently at 97.5% but will be 100% if she passes that test.
 - c) Several students were offered scholarships, as well as obtaining industry based credentials. Every student who graduated qualified for college.
 - d) The Elementary school teachers attended the Summer Professional Development and it went well. About 12 faculty members will be attending an event in New Orleans soon, as well. Arts Integration training will be held soon, also.
 - e) We are working to move K-5 from their current location to the old K-5 building. This should hopefully be completed around July. Some classrooms were previously turned

into offices, so some work will need to be done including removing partitions and some electrical work. The building was completed renovated previously, so it should be a fairly easy transition back to classrooms. Ms. Boden inquired about the telephone system at the new building and if it would be able to be merged with the current system. Mr. Ford stated that it is on his list and he is looking into it.

J. Committee Reports

- a) **Education and Personnel** – No report at this time.
- b) **Finance / Financial Report** – Resumes are being reviewed and Mr. Ford stated that he met with one candidate today. It was suggested that the Line of Credit be revisited after concerns were expressed about the cash projection for the next year. The contingency was projected to be 4-5% and is at 3%, which is concerning to the Finance Committee. Mr. Ford stated that funds were able to be moved from other places to the contingency, so an increase should be visible in the coming months. Concern was expressed regarding the terminology used in the financial report and that things should be cleared up so that everyone is on the same page. The financial report shows that there are some expenses to be paid toward the end of the year, which is normal. The debt to asset ratio is where it should be and has been all year. The comparison of the forecast to the actual budget shows a change in enrollment, which caused a positive variance of \$292,000 in revenue. Salaries and benefits are where they should be. Cash position as of April 30 is about \$390,000. Recruit expenses are slightly higher than expected but those will be paid in the next few weeks, and that number will come down. Total liabilities come to \$734,000 and total equities come to \$557,000. The cash projection includes receivables, recruiting expenses, etc. Mr. Ford stated that he has spoken with Charter School Capitol about a potential line of credit, as well as funding for a new building, but determined that it was not needed at this time. Ms. Boden clarified that Board Members are inquiring about a long term Line of Credit being established and Mr. Ford stated that he will visit other banks about it but an issue in the past has been that they were unable to collateralize what Lincoln Prep has at the time. Some members of the Board continued to express concern about the necessity of having a Line of Credit established. Board member Stewart moved to adopt the financial report. This was seconded by Board Member Johnson. The financial report was adopted without opposition from the Board.
- c) **Facilities and Transportation** – No report at this time.
- d) **Alumni and Community Relations** – No report at this time.

K. Old Business

- a) **MOU between Grambling High Foundation and PHSC** – Ms. Boden is still working on the proposed MOU after PHSC requested changes, including things such as transportation and freedom of choice, meaning that the students will have the freedom to choose which provider they use.
- b) **MOU between Grambling High Foundation and Grambling State University** – Grambling has completed their red line and sent it to their attorney. Mr. Ford had a meeting recently with Martin and the agreement should include utilities. A new invoice

will be provided and a total of \$175,000 will be paid over the course of the year.
Discussion is underway regarding converting the \$175,000 to a per pupil basis, as this will be easier to budget and calculate.

- L. New Business** – No new business.
- M. Next Meeting Date** – The next meeting will be on June 25, 2018 at 6:00 PM.
- N. Announcements** – No announcements.
- O. Executive Session** – No session.
- P. Adjournment** – With nothing further to discuss, the meeting was adjourned after a motion was made by Mr. Wiley and seconded by Ms. Johnson.