

**Minutes for Board of Directors  
Grambling High Foundation  
Regular Meeting  
August 27, 2018 - 6:00 p.m.  
Grambling City Hall**

- A. **Call to order**
- B. **Prayer**
- C. **Pledge of Allegiance**
- D. **Approval of the Agenda** - Corrections suggested by Dr. Copeland. A motion made by P. Stewart to accept the agenda with the corrections as stated. R. Wiley seconded the motion to approve the agenda. All were in favor; none opposed.
- E. **Adoption of Previous Minutes** – Previous minutes were not presented.
- F. **Roll Call**
  - *Present Members*
    - Dr. Birdex Copeland
    - Attorney Pamela Stewart
    - Katrina Boden
    - Don Tatum
    - Robert Wiley
  - *Absent Members*
    - Eddie Robinson, III
    - Hollis Downs
    - Rachael Johnson
    - Dr. Rhonda Pruitt
- G. **Lincoln Prep “Showcase”** – Nothing to report.
- H. **Public Comments, including 2018-2019 Budget** - Dr. Copeland announced that the meeting was open to the public and that the budget will be available to the public at the school or on the website starting tonight. He stated that comments and/or suggestions are welcomed at the next meeting. No one from the community was present and no other comments were made.
- I. **Report of the Executive Director**
  - Mr. Ford addressed the Facebook post made this morning which threatened certain races of people at Louisiana Tech and Grambling State University. This post was investigated by local Law Enforcement and Louisiana State Police and found to be a hoax. Despite these findings, notification was sent to the parents

informing them of the situation. Police presence on campus was increased for the day to monitor and no incidents resulted from this.

- The elementary school being on the main campus is going well. A change was made to the lunch schedule and high school students now eat a little later in the day to avoid overcrowding in the cafeteria. Mr. Ford stated that enrollment is fluctuating daily but the most current count shows 449 – 455 students enrolled. There is a waiting list for every grade except for 6<sup>th</sup> grade and approximately 68 students are on the waiting list. Mr. Ford informed members that there has been a large number of students coming and leaving. The State actually factors these changes into their predictions for the students and studies have shown that test scores suffer when students change schools during the year. Ms. Boden asked how many more students could be accepted and was informed by Mr. Ford that the school was originally approved to enroll approximately 38 students per grade level. Based on these numbers, we can enroll 460 students per year. Mr. Ford also stated that although new students are normally not accepted after the October 1 count, exceptions can be made in extenuating circumstances, such as having very low numbers in a certain grade. The school has to enforce a limit of 360 African American students enrolled per year.
  - Mr. Ford thanked Pam Stewart and the Rotary Club for setting up an Ice Cream Social for the juniors and seniors. At this event, they were able to discuss things such as dual enrollment classes, college, etc. An event is being planned for the underclassmen later in the year.
  - Public test scores will be released on Wednesday. Although details cannot be discussed, our scores look good. The number of students that scored Mastery is slightly low but the number of students who moved to Mastery is impressive. Lincoln Prep and Simsboro are the only schools in the parish to have these results. Mr. Tatum inquired as to whether Mr. Ford is impressed with the teachers this year. Mr. Ford responded that he is impressed, as the test scores are reflecting improvement amongst the students.
- J. **Committee Structure and Meeting Schedules** – Although no formal answer was provided at this time, Mr. Ford stated that he will facilitate with other Charter Schools and Boards to see how they are doing things. Dr. Copeland stated that if a person is a member of different boards, they may wear themselves too thin with attending meetings often. It was also stated that if Board members are less than a quorum of the Board, they may meet at the school, by telephone, etc.
- K. **Committee Reports**
- **Education and Personnel** – None reported.

- **Finance / Financial Report** – Mrs. Stewart asked that the Finance Committee elect a new chair but no further information was provided. CFO Megan Kenley discussed the budget for the 2018-2019 year. She provided Board members with something similar to what is submitted to the State that contains prior year actual versus the current year budget. This shows where variances are and gives a better picture as to where and why things are changing. She states that the budget is based off of 461 students, which is slightly higher than the current enrollment number, but the Justice Department requires that we aim for this number. Ms. Kenley states that, per the Budget Law, if a 5% or more variance should occur, the budget must be amended to indicate this and that the budget will be reviewed again on October 1, 2018 and February 1, 2019. She states that the MFP budget is based on the weighted versus per person average. This is broken down into the Local portion, which includes local sales, property tax revenues, and millage rates and State portion which is finalized in July annually. She also informed the Board that the expenses presented to them did include salaries, benefits, budgeted non-personnel, property services, supplies, and Elementary School renovations and that the current fund balance is up from last year to 4.5%. Mrs. Stewart inquired about an Assistant Business Manager being listed on the budget and was informed by Ms. Kenley that this is referring to Ms. Andrea. Ms. Boden asked whether extracurricular activities are being included in the budget. Ms. Kenley responded that there is a cap for these activities and the remainder is made up through fundraisers. Mr. Ford added that self-funded items are not included in the operating budget and are not subject to the same auditing guidelines, but are handled similarly. The budget will be finalized next month and members were encouraged to contact Ms. Kenley with any further questions. Ms. Kenley discussed accounts payable being moved to the school and stated that both short and long term plans are included in the budget packet provided. Mr. Ford stated that Ms. Kenley brought in a Medicaid billing company to help request reimbursement from services provided to Medicaid eligible students. Ms. Kenley states that this company is very reputable and has worked with many schools in the area and they charge a 10% fee for their services. The school has obtained a Medicaid ID number and is currently working with the state to see how far back we can go and bill for services provided to students who require Occupational Therapy, Physical Therapy, Speech Therapy, etc. The school pays out of the general fund for these services and should be able to be reimbursed. She states that several schools have been able to pay their school nurse based solely on Medicaid reimbursement. Mr. Wiley asked how much was paid last year for these services and if some of the money would be reimbursed.

Mr. Ford responded that the nurse last year was employed part time and the Speech Therapist was compensated \$40,000 - \$50,000 annually which is reimbursable by Medicaid when services were provided to Medicaid eligible students. With no further discussions on the topic, a motion was made by Pamela Stewart to introduce the proposed Operating Budget. Robert Wiley seconded the motion to introduce the proposed budget. All were in favor; none opposed.

- **Facilities and Transportation** – None reported.
- **Alumni and Community Relations** – None reported.

#### L. Old Business

- **MOU between Grambling High Foundations and PHSC (Update)** – PHSC has requested a meeting with Dr. Copeland and Mr. Ford to discuss concerns regarding changes to the contract made by the Board. Ms. Cowan asked when a nurse would be available because some students require health plans, vision and hearing screenings, etc. which are due within 30 days of the first semester at the latest. She expressed concern about having to request permission from the parents for an extension on the evaluations due to not having a nurse available. She stated that a lack of health information may cause a problem for the teachers when dealing with a student who has health or behavioral issues which may impede performance. She stated that as of September 9, we are at risk of not maintaining compliance. She also stated that out of all the students evaluated last year, 56 of those required Special Education Accommodations and 20 required 504 Accommodations with health and behavior plans for things such as ADHD and Oppositional Defiant Disorder. When asked by Mr. Tatum if an on duty nurse is required to perform these tasks, Ms. Cowan responded that Health and Safety policy states that the school must provide access to a nurse. Ms. Boden reiterated that we are waiting for PHSC to have a meeting with Dr. Copeland and Mr. Ford. Following this statement, Ms. Boden inquired as to whether a nurse is necessary to compose behavior plans and Ms. Cowan responded that Special Education Personnel writes the plan but it should be approved by the nurse. Mr. Ford assured everyone that compliance with the State Law will be maintained.
- **MOU between Grambling High Foundation and Grambling State University** - Mr. Tatum asked if all students are on track to attending a University and Mr. Ford responded that they are all, in fact, on a TOPS University track. He stated that accepting juniors and seniors for enrollment has been problematic in the past because it is difficult to get the credits they need to graduate. There is now an option referred to as a "Transitional 9th Grade Year" which allows an older student who has been held back to go into the 9th grade and take classes on a trial basis to determine if the student is ready for high school. Any scores during this transitional

year will not be counted against the school but allows that student 5 years to obtain the credits needed to graduate.

- **MOU between Grambling High Foundation and Louisiana United Methodist Children and Family Services (Update)** - Mr. Ford stated that the Attorney for the United Methodist Children's Home has looked over the proposed agreement and it is on the final docket and ready to be signed. He elaborated on the program in place and stated that about 7-10 students go to the Children's Home daily to attend classes in an effort to become certified in areas such as construction, welding, etc. Mr. Tatum voiced his concern about whether these classes would affect the students in regards to having enough credits for graduation/college. Mr. Ford stated that the students will obtain the 23 credits necessary to graduate. Seniors will have English, Math, Science, and Social Studies in the first half of the day, eat an early lunch, and attend certification classes at the United Methodist Children's Home afterwards.

#### **M. New Business**

- **Introduction of 2018-2019 Budget** - The budget was introduced previously in the meeting by Megan Kenley and was accepted by the members of the Board with no opposition.
- **New Schedule of Board Meetings** - Mr. Ford asked the members to discuss dates for meetings later in the year that may be affected by a holiday. It was agreed upon to hold November's meeting on the 19th and to hold December's meeting on the 17th. These dates will be listed on the website. Dr. Copeland will give a copy of this schedule to the City of Grambling, as well.

**N. Next Meeting Date** - It was reiterated and agreed upon that the meeting for September has been moved to the 10th.

**O. Announcements** - Mr. Ford stated that football season is starting and there will be an away game this week at Red River.

**P. Executive Session (Legal Update)** – None reported.

**Q. Adjournment** – With nothing further to discuss, Mrs. Stewart moved to adjourn the meeting. The motion was seconded by Ms. Boden. The meeting was adjourned at 7:04 PM.