



## Freedom Preparatory Academy Governing Board Meeting Minutes

### Date and Time

Thursday, December 1, 2022 at 5:30 PM

### Location

136 Webster Ave, Memphis, TN 38126

### Directors Present

C. Ettingoff (remote), C. Jackson, C. Orrin, J. Cornes Kin Post (remote),  
M. Sain (remote), N. Powers (remote), R. Billings, M. McDonald (remote), B. Landu (remote)

### Directors Absent

D. Lyles-Wallace, J. Sanford, M. Jones,

### Guests Present

Anika Baltimore, Authurine Barned, Justin Hampton (remote), L. Chester, Roblin Webb,

### Guests Absent

Erika Hoover

#### 1. Opening Items

- a. Chet Jackson called a meeting of the board of directors of Freedom Preparatory Academy to order on Thursday December 1, 2022 at 5:30 PM.

#### 2. Finance FY22 Audit, Financials, New Contracts:

- a. Chet Jackson suggested that leveraging funding that matches investment would help FPA financials. Chet handed the meeting over to Cardell Orrin.

#### 3. Westwood Revocation: Roblin Webb explained that Westwood Revocation Action was based on The Tennessee State Law stating Charter Schools on the Priority List with 3 years of Academics, a local authorized agency can revoke the Charter. On Monday Dec 28, 2022 the Shelby County Board Chair agreed scores should not count a revocation based on State Law.

#### 4. Facilities

- a. **Westwood** : Molding due to leaks and wear and tear of the building. Additionally, HVAC repair has not happened as of date. Families notified of facilities concerns and challenges. The issues have elevated the roof replacement, remediation and abatement
  - All floors must be replaced at the estimated cost of \$115K.
  - The roof has an estimated cost of \$750K.
  - State is not accepting Debit Service
  - FPA will be prioritizing Parkrose (Westwood) Roof & Flooring will cost an estimated \$750K
  - Jonetta roof and security blinds will cost an estimated \$550K

**5. Board Calendar:** Until further notice 2023 dates will remain the last Thursday

**6. Finance**

- a. FPA's Year-end operating surplus / (deficit) is forecasted to be \$4.17M vs. the budget of \$5.04M. (~2.6% variance). FPA is also projected to end the year with a strong unrestricted cash position of \$9.95M
- b. Key Things to Note for Full Year Forecast: Enrollment is short ~200 students: increased BEP rate and personnel savings help offset this deficit; key priority for the new COO will be our enrollment strategy. Fundraising projection is conservative: excludes McKinsey Scott gift until multi-year plan is approved by the Board; will continue to pursue budgeted goal of \$3M. Positive operating forecast includes ~\$6M in ESSER facility & personnel reimbursements; only \$3.5 - \$4M in ESSER funds will remain for FY24.
- c. Key Financial Metrics Projected for Year-End: Days Cash on Hand (DCOH) - 106.01 DCOH (debt covenant: 60 days; FPA recommended: 75 days). Debt Service Coverage Ratio (DSCR): 3.51 (debt covenant: 1.1; FPA recommended: 1.2). Enrollment: 2,184 (debt covenant: minimum is 2,320)
- d. Fiscal Year 2022-2023 Contract Updates:
  - i. CoLeague (Recruiting Contract) 12K per month. CoLeague will serve as Director/Chief of Talent
  - ii. Green House will supply candidates
  - iii. Both will focus on hiring 23-24 candidates
  - iv. Obsidian (Marketing)\$4,800K per month, will support PR
  - v. Teaming Solutions \$3,00K per month, will identify processes and gaps with OPs team and the SIS coordinator
  - vi. Purchasing over 1100 devices to closeout the eRate Grant (-476K)

Cardell made a motion to approve contracts. All board members voted to approve contracts as listed.

**7. Audit Opinion**

- a. Audit recommendations will be submitted to Committee Thursday Dec 8th, 2022. Due to the State December 31, 2022. Will address the Premium of Debt and Act Plan.

**8. Closed Session**

**9. Adjournment**