

# **National Alumni Association of Lab/Tubman High School in the Americas (NAALTHSA)**



## **PROJECT 2015**

**Restoring and Elevating Tubman High to New Heights**

**Adopted in the city of Philadelphia, PA**

**16<sup>th</sup> General Assembly**

**November 6th, 2010**



# **Motto ~ Loyalty and Patriotism**

**Presented by  
MR. SAYWALAH KESSELY – CHAIRMAN**

## **INTRODUCTION**

William V. S. Tubman High School was built and equipped through the joint partnership of the Governments of Liberia and the United States of America (through the San Francisco School System) in 1967 with the principal goals of reducing the high illiteracy rate (though still at 75%) of Liberia and facilitating the manpower development of our country. It was officially opened in 1968. The original students of Tubman High were transferred from Laboratory High School, an extension of the University of Liberia. Prior to the Liberian civil war, the annual enrollment of Tubman High was two thousand students who enjoyed a reputation of quality education and discipline. The school offered programs in Business and Industrial Arts. By then, it was considered the most modern high school throughout the entire West Africa.

Today, Tubman High lies in ruin with its physical structure crumbling and instructional facilities dilapidated, thus rendering it incapacitated to meet the aims for which it was established. These ailing conditions of our school have led us all, students and alumni at home and abroad, to launch **“Project 2015”** with the aim of resuscitating our Alma mater to its prewar status and beyond. It is in this vein that we call on the Government of Liberia, international community, humanitarian organizations, and etc. to join us in the achievement of this holistic national endeavor. We remain with the conviction that this venture will lead to easing the manpower needs and reducing the high illiteracy rate in our country.

## **I. THE COMMITTEE**

### **A. NAME:**

The Committee shall be named “NAATHSA Projects and Programs Committee” (herein

referred to as the Committee) with the status as a standing organ in accordance with the Constitution of NAALTHSA.

**B. MANDATE:**

The mandate of the Committee shall be two-fold:

1. To assess the overall needs of the William V. S. Tubman High School in Monrovia, Liberia, (hereafter refer to as the School) including but not limited to the impact of the erosion on the physical structure, infrastructural decay, current state of instructional materials and facilities (library, science laboratories, security, vocational, arts, etc.), and stand-by power supply, etc. Prioritize those needs and make the necessary recommendations to the Executive Council of NAALTHSA.
2. To help mobilize financial, material and human resources world-wide to enable NAALTHSA execute Project 2015 (herein refer to as the Project) within the stipulated time frame. The Committee shall also monitor various phases of the project and the financial expenditures associated with same in collaboration with NAALTHSA Auditing Team.

**C. TERM OF REFERENCE:**

1. In anticipation that the Project may take up to 5 years to complete, the tenure of the Committee shall be five years (6<sup>th</sup> November, 2010 – 6<sup>th</sup> November, 2015). Should the Project exceed the five year term, a new resolution shall be sought from NAALTHSA General Assembly to renew the Committee's mandate and to extend its tenure. The full empanelling of the Committee, its Mandate and Term of reference shall commence effective 6<sup>th</sup> November, 2010 – the date when NAALTHSA General Assembly approved Project 2015 and appointed the Committee's members.

**D. MEMBERSHIP:**

1. The Committee shall comprise of members selected from a cross-section of alumni, and representatives from NAALTHS-Liberia, Tubman High student body and administration, international organizations, and Government of Liberia. For technical purposes, the Committee shall include among its members a CPA, a Lawyer, and an Architect/Engineer as a means of availing itself to the expertise of these professionals in the conduct of its duties.

2. To ensure continuity and stability, and to minimize the prospects of manipulation, membership on this committee will be staggered in three tiers. 1/3 of the members (5 members) will serve for one year. The second third will serve for two years, and the last third will serve for three years. The three year term will include the professionals –CPA, lawyer, architect/engineer and the Chairman and Treasurer. Appointments are renewable. All appointees shall serve their full term. They shall only be removed for acts deemed incompatible with the Committee’s work or the National Organization by the President based on recommendation of the Committee's Chairman.

3. The membership of the Projects and Programs Committee shall include but not limited to the following individuals and institutions:

1. Lawrence Eyo White \*\*\*– Chair
2. A.B. Russ\*\* – 1<sup>st</sup> Vice Chair
3. Washington Doe\*\* – 2<sup>nd</sup> V/Chair
4. Winston Jordan\* – Secretary
5. Albert Cooper\*\*\* – Treasurer
6. C. Garsamba Weay\*– Fin. Sec
7. Gmasnoh Gerring\*\*\* – Architect
8. Musah Dean\*\*\* – Lawyer
9. Ignitius Massaquoi\*\*
10. James Mccabe\*
11. Glenn W.W. Moore\*
- 12. Emmanuel Herron\*\***
13. NAALTHS \*\*– Liberia Pres.
14. WVST Student Body. Rep\*
- 15. WVST – Administration\*\*\***

**Advisory Body**

16. GOL Rep.
17. Int'l Organization/NGO Rep.
18. Mr. Wilson K. Tarpeh

**Notations: \*=1 year term    \*\*=2 year term    \*\*\*=3 year term**

## **II. ADMINISTRATION**

The Executive Council and Board of Directors under the leadership of the President shall be responsible for the execution of all projects including prioritizing and approving all payment vouchers. The President and Chairman of the Board shall be responsible for signing all contract documents in consultation with the Project Committee. All contracts shall be generated via competitive bidding and all payments made by vouchers.

## **III. CONFIDENCE & ACCOUNTABILITY:**

- A. To inspire trust and accountability within and outside of NAALTHSA membership, and to safeguard the integrity of this enterprise, an **Escrow Account** shall be established jointly by the National Treasurer, the Committee's Treasurer and a Board Member at a reputable national bank (US Bank – CITI, JP Morgan CHASE, Bank of America etc.) exclusively for Project 2015 outside of the general financial operations of the NAALTHSA Executive Council (hereafter refer to as the Administration). For funds generated in Liberia, the Committee in collaboration with NAALTHS-Liberia and the Student Body of Tubman High shall establish an Escrow Account at a reputable bank (preferably the International Trust Company, ITC).
- B. The signatories to the account in America shall include the National Treasurer of NAALTHSA, a Board Member and Treasurer of the Project Committee. The signatories to the account in Liberia shall include the President of NAALTHS-Liberia, WVSTHS Student Council President and a member of the Committee stationed in Liberia to be designated by NAALTHSA's President. In such case, all withdrawals in the Liberian account must be recommended by the Committee's Chairman and approved by NAALTHSA's President. Each signatory must be bonded and insured.
- C. The Committee shall publish Quarterly Financial Reports, listing the names and aggregate amounts contributed by all donors on the organization's website and make it accessible to all members.

- D. The Committee shall reconcile the escrow accounts on a monthly basis and generate monthly Income/Expense Statement and post same on NAALTHSA website – accessible to all members. Correspondingly, the Committee shall design a chart showing the progress of collections vis-à-vis target fund raising goal(s).
  
- E. Given NAALTHSA's Federal Tax Exempt Status, the Committee shall provide Annual Contributions Statement to each donor to enable them files their U.S. Tax Returns. The Committee shall collaborate with the NAALTHSA Financial Secretary, Treasurer and Auditor to file the Annual 990 Tax Returns and comply with all States' Filing Requirements.
  
- F. NAALTHSA Executive Council and the organization as a whole shall avail itself to the United States and Liberian Legal Systems to bring the full force of the Law to bear on any individual or group of individuals who embezzles the Projects' funds. If the culprit(s) are member(s) of NAALTHSA Administration or the Committee, then those involved must reclude themselves from such investigations and the subsequent legal actions. The ultimate goals are full restitution of embezzled funds and maximum jail term(s) when possible.
  
- G. The Committee as whole shall be bonded.

#### **IV. FUND RAISING GOALS AND ACTIVITIES**

The goal is to raise five million dollars (\$5,000,000.00) in 3 years broken down into short, medium and long terms. The strategic objective is to get 10,000 Lab/Tubman High Alumni to pay \$500.00 in one shot or in three years.

- A. **SHORT- TERM** ~ to raise \$20,000.00 from 5<sup>th</sup> November to 15<sup>th</sup> December, 2010.
  - 1. Target and recruit 200 alumni and encourage each to pay their 2010 NAALTHSA Package Fee of \$100.00 per member (200 X \$100.00 = \$20,000.00). All 200 alumni should be encouraged to attend this year's Assembly; or pay their \$100.00 donation, nonetheless.

2. This seed money shall be used as down payment to hire (via competitive bids) soil and structural engineers to conduct a comprehensive survey of Tubman High campus with respect to identifying scope of work that needs to be done. Submit survey findings to a competent Architectural Firm to develop blue prints for work to be done. Have prospective contractors bid on scope of work to ascertain cost estimates for the Project or its various aspects, and provide narratives or schedules of completion.
3. Given that NAALTHSA Executive Council has projected approximately \$20,000.00 to be raised from the 16<sup>th</sup> Annual General Assembly, the said amount should be prorated as follows:
  - i. 15% or \$3,500.00 should be appropriated to the national coffers
  - ii. 5% or \$1,000.00 should be remitted to the local chapter
  - iii. 75% or \$15,000.00 to the Project Escrow Account.

NOTE: That if the total income (including incidental) associated with the 2010 General Assembly meets or exceeds the aforementioned monetary appropriations to the National and local Chapter leaderships, the total and full balance realized should be remitted to the **Project's Escrow Account**. This approach shall apply to all succeeding NAALTHSA General Assemblies until at such time when the Project is satisfactorily completed.

**B. MEDIUM-TERM** ~ to raise \$100,000.00 from 1<sup>st</sup> January to 15<sup>th</sup> December, 2012

1. Target and recruit 1,000 alumni by encouraging the first 200 targeted in the short-term plan to recruit 5 to 10 new alumni members (200 old recruits X 5 new recruits = 1,000). (1,000 X \$100.00 = \$100,000.00).

2. With cost estimates in hand, approach the Liberian, United. States and friendly governments to solicit their financial and material supports of an estimated U S \$2,000,000.00 from each for the Project.
3. Have a professional grant writer develop project proposal for raising additional funds from corporations, international foundations and individuals.
4. Make a Special Appeal to the San Francisco School System – the originators of the plan to construct Lab/Tubman High – to solicit their financial, material and human resource supports to renovate the school and provide instructional materials. This includes if possible securing a copy of the original blue prints for the school to help inform the conversations about what improvements can or cannot be made.
5. Liaise with the Monrovia Consolidated School System (MCSS) to garner their support and cooperation for this enterprise.
6. Plan and execute other fund raising activities in the Diaspora and Liberia (including the involvement of NAALTHS-Liberia and WVSTHS student populace) to generate additional funding.

**C. LONG-TERM** ~ to raise a cumulative total of \$5,000,000.00 from 5<sup>th</sup> November, 2010 to 15<sup>th</sup> December, 2015.

1. Encourage targeted 1,000 alumni to recruit and recommend 10 new alumni world-wide with the intent of each paying \$500.00: (1,000 X 10 X 10,000 X \$500.00 = \$5,000,000.00); OR
2. With architectural blue print(s) and renditions, cost estimates and funding proposals in hand, encourage 10,000 alumni worldwide to dig into their wallets/packet books to commit to paying \$500.00 for 1 year which translates into about \$40.00 a month. (10,000 X \$500.00 = \$5,000,000.00). Those who have already paid their initial \$100.00 in the short phase will now pay a \$400.00 balance and individuals who've paid the \$200.00 medium term will

have a balance of \$300.00 instead of the \$500.00 stipulated in long-term phase – which translates into about \$35.00 or \$25.00 respectively per month for 12 months.

## **CONCLUSION**

Fellow Cardinals and Liberians, the revamping of the William V. S. Tubman High School and extending it to that of a technical college is not just one of those ordinary dreams; rather, it is an achievable and realistic national endeavor. It therefore behooves all of us (beneficiaries and students) of that great institution to muster the courage, time, resources and professional expertise to making Project 2015 a reality. Our initial funding to this Project as stipulated herein will serve as an incentive to quench the interest and supports of the Liberian and other friendly governments as well as foundations for this venture.

We therefore appeal for your cooperation in networking with other former students of Tubman High globally to identify with this worthy cause. Our school is no longer capable to uphold those aspirations for which it was established. Its once academic prowess and extra-curricular character have depleted to the lowest ebb. Not only could 5 million dollars solve all of Tubman High's current problems, it could upgrade the current facility, and secure additional land to expand the campus to accommodate the Technical College.

Please be reminded that when we needed Lab/Tubman High those days, she was always there for us – arrayed in her splendor, elegance and grace. She gave her all to prepare many of us to where we are today. Now, Tubman High needs us in her dying hours – bleeding, dilapidated, crumbling, being gradually washed away, crying, terminally ill and begging for help. The question to us all is:

**“WILL WE BE THERE FOR TUBMAN HIGH”? We hope to be there!!**

Respectfully submitted:

Approved:

*Saywatah Kesselby*

CHAIRMAN, PROJECTS & PROGRAMS  
COMMITTEE

*J. Jackie Kennedy*

NATIONAL PRESIDENT  
NAALTHSA