



Board Meeting Minutes

August 14, 2023

6:00 PM

The mission of Rocky Mount Prep is to educate, equip and empower each scholar to excel academically by providing equitable learning opportunities and collaborating with families and communities.

Attendance:

Board Members Present Board Members Absent Administration Present Keen Gravely, Jean Kitchin, Charles Davis

Staff: Tiara Woods, Kenya Grant, Tristan Hunter, Quadric Witherspoon, Susan Sharpe, Lois Glass, Jeaninne Wallace, D'Andrea Heggs, Dr. Heather Collins

1. Board Spotlight

- a. Board Spotlight was led by Head of School, Dr. Heather Collins. highlighted the staff members that were acknowledged during the Staff Awards.

2. Call to Order

- a. Keen Gravely, Chairman, called the meeting to order at 6:03 PM. The meeting met quorum. Charles Davis motioned to approve the agenda and June, July, and Special minutes. The motion was seconded by Jean Kitchin. The next meeting was scheduled for the 2nd Monday in September.
- A. Public Comment: There was a request for a public comment from Mr. Lassiter speaking in regards to autism and behaviors in the classroom. He wanted to talk about his grandson that was bullied and put out of school. He asked about the 804,000 and wanted to discuss accountability and credibility.
- B. New Board Member Taneka Bryant introduced herself and appealed to the board about becoming a member of the board. Jean Kitchin nominated her to the board of directors due to their previous working relationship and her leadership skills and abilities, her passion for the school and a parents point of view. She was unanimously elected to the board

3. Information Items

A. Financial Report

- a. Dr. Heather Collins, Interim Head of school introduced herself and the staff members present and shared the financial report.
- b. Setup an email for new team member Tanika Bryant.
- c. We are going to be more diligent about our spending and the board would like to have a pdf document with the current budget for all board members. He wants to talk about some financial controls. A recommendation that two things be the case. There will be no spending above a set amount without board approval. It will be as a spending limit set. They also want to monitor expenditures more closely 2nd that motion by Charles Davis. Financial structure and accountability.
- d. All checks that will have two party signatures by the board chair and Dr. Collins and then mailed to Acadia.
- e. RMP currently spends \$52,500 a year in stipends. Going forward there will be objectives in place to determine those individuals, standards and expectations of an outcome going forward. Mr. Gravely stated that it is hard to change the culture of an organization. We should do what we say we will do. Mr. Davis stated that Dr. Collins will make sure that we have the accountability of the team members.
- f. Dr. Collins discussed the Superior proposal from Dr. Cooper. She will work with all staff in order to meet growth and also watch our financial findings, board training, staff training and development, Saturdays school for our scholars. Motions Jean Kitchin and second by Charles Davis
- g. In reference to the HVAC units, we discussed the repairs done, insurance coverage of the units and the surge protectors that will be needed so that we don't lose the units again.
- h. Casey talked about the family outreach and the enrollment update.
- i. No new hires update from Ms. Woods

4.. Action Items

1. Policy approvals were brought to the board. All were approved and unanimously voted on for approval. This included the Tardy/Visitor policy, Employee Children policy, parking pass policy, and changes to the scholar family handbook

5. Adjournment

- a. The board omitted closed session at 7:40 pm to discuss personnel matters, moved and properly seconded by board members.
- b. The meeting was adjourned at 7:40 pm.