



## **Board Meeting Minutes**

**June 19, 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 , Virtual) Shelton Daniel

Staff: Tiara Woods, D’Andrea Heggs, Jeanine Wallace(virtual)

### **1. Board Spotlight**

- a. Board Spotlight was led by Superintendent, Dr. Chaunte Garrett. Dr. Garrett highlighted the Middle School VolleyBall Team for their division placement and High School SGA for their service project.

### **2. Call to Order**

- a. Keen Gravely, Chairman, called the meeting to order at 6:01 PM. The meeting met quorum. Keen Gravely motioned to approve the agenda and March minutes. The motion was seconded by Charles Davis. Keen Gravely presented minutes from the Special Board Meeting on June 7, 2023. Minutes were motioned by Jean Kitchin and seconded by Charles Davis. The next meeting was scheduled for August 14, 2023.

### **3. Information Items**

#### **A. Financial Report**

- a. Dr. Chaunte Garrett, Superintendent, shared the financial report.

#### **B. Campus Updates**

##### **a. Culture**

- i. Branded Uniforms

1. Dr. Chaunte Garrett shared the idea of a new “branded” uniform, explained transition process, possibility of vendors, and affordability. Gravely asked a question about the cost and how the transition would work. Response, the school would absorb the cost until about January to allow the students parents to be able to purchase uniforms.
2. Mr Davis Question about what advantages would be? Response, safety-being able to easily identify our scholars, advertisement via branding on clothing, uniforms are our goal and we continue to struggle with it and this could help with that.
3. Keen Gravely stated that initially it was supposed to be one shirt that is worn when leaving the campus. He’s concerned about the cost of having to own 5 shirts to be worn every day. He asked if we’ve ever had an incident where we couldn't identify a student. Dr. Garrett replied that we had a concern in the cafeteria once. Keen Gravely asked if there was parent input and Dr. Garrett stated that the PTA is totally on board with the idea of branded uniforms. Ms. Kitchin asked what would happen if a parent couldn’t afford to get the shirts. Dr. Garrett stated that it wouldn't be right away it would be January. Mr. Davis is concerned about parents already struggling and may not have the resource.
4. Jean Kinchin brought up the issue of staff that are dressed unprofessionally. She wanted to see the policy that discusses how team members are supposed to dress.

ii. Scholar Behavior Meeting

1. Dr. Garrett stated that we are setting up parent meetings of the scholars. The meeting will be to discuss expectations and come up with a plan for success for the scholars.
2. Mr. Davis brought up concerns about scholars that threatens teachers and are allowed to come back to the campus.

C. AVID Update

- a. Dr. Garrett, shared the monthly AVID report.

D. Academic Updates

- a. Dr. Heggs presented information about the updates. She spoke about Relay GSE Conference and other Initiatives to educate and develop our leadership staff as well as our teachers and supportive staff
- b. Mr. Gravely had questions about the dates for retesting
- c. Mr. Davis asked questions about the data software we use to help students that have trouble testing. He would like to see us have a program that will pinpoint areas of opportunity with test taking and then help the students in those areas of deficiency.
- d. Dr. Garrett talked about teachers using test taking strategies to assist scholars with how to test properly.

E. Communications & Marketing

- a. Enrollment Summary was presented by Casey Moore. She stated about the billboards and online advertisements. The board discussed the available seats for Kindergarten and Ninth Grade Projected enrollment is 972 students
- b. Family Outreach was discussed by Dr. Garrett and she spoke about the upcoming events for families. Kindergarten Open House and Kindergarten Camp are two of the ones mentioned.

F. Operations

- a. Food Service Contract Change was discussed with the board by Dr. Garrett about Wesleyan changing the provider that they will use for their food and ours. The new company is Aramark. Mr Gravely asked if we anticipate students getting removed from free meals and Dr. Garrett stated not yet but she will continue to get information.
- b. Summer Projects
- c. Summer Schedule: Dr. Garrett talked about making space to prevent staff burnout.

G. Human Resources

- a. Updates were presented by Tiara Woods about the pay scale changes for our DOI's, Deans, and Bus Drivers.
- b. Organizational charts were updated and shared with the board to discuss the changes.
- c. Ms. Woods spoke about current vacancies and how they will be advertised.
- d. Mr. Davis asked about hiring veterans to fill vacancies.

4. Action Items

- 1. FY2024 - Budget was discussed by Dr. Garrett and the board members were happy with the report. It was printed for signature by Board Chair
- 2. Calendar Flexibility was discussed by Dr. Garrett to allow the schedule changes to support the staff members. Dr. Garrett also discussed the possibility of adding mental health days for the staff. Mr. Davis stated he would like to allow staff to leave early on Friday when there is a holiday on Monday. Keen Gravely brought up Juneteenth after being brought up about

5. Adjournment

- a. The board went into closed session at 7:43 pm to discuss personnel matters, moved and properly seconded by board members.
- b. The board came out of closed session at pm, moved and properly seconded by board members.
- c. New hires were approved unanimously by the board.
- d. The meeting was adjourned at pm.