



Board Meeting Minutes

December 5th, 2016

6:00 p.m.

Our mission is to inspire scholars to expect excellence, express excitement, extend education, and experience prep to achieve their dreams for college, career, and life in a competitive global marketplace.

In Attendance: Thomas Parrish, Marcus Whitaker, Kelly Shore, Ricky Parks, Chip Williams, and Michael Wiggins.

Staff In Attendance: Todd Pipkin, Chaunte Garrett, Tim Everett, Richie Mitchell, Beverly Joyner, Benjamin Barnes, Tracy McBride, Gale Parker, Melody Lynch, Sheryl Umstead, Nisha Gonzalez, Erica Sanger, Ineszia Anderson, Tiffany Hickman, Amber Brewer, Debbie King, Rochelle Dunlop and Shaneki Cauble.

Thomas Parrish, Chairman, called the meeting to order at 6:00 p.m.

1. Chairman's Report – Thomas Parrish
 - a. Mr. Parrish welcomed all in attendance.
 - b. Mr. Williams made a motion to approve previous minutes, seconded by Mr. Parks and unanimously approved.
2. School Update– Todd Pipkin
 - a. Mr. Pipkin asked all administrative staff to give individual area updates to the board.
 - b. Mrs. Joyner gave an update in regard to elementary school. Principals are participating in a 5-month professional development training with NC State. Elementary School will begin NWEA testing next week, which is a great opportunity to gather benchmark data. Teacher's lesson plans are progressing and now serve as an exact template for teaching. Teachers have been resetting procedures following thanksgiving break. Staff is using LiveSchool points as incentives and rewarding scholars with positive data.
 - c. Mr. Barnes gave an update in regard to middle school. Mr. Barnes just returned back to campus from a BB&T Leadership Conference, which was an insightful professional development opportunity for school leaders. Administration is about halfway through formal classroom observations. The number of recorded discipline infractions in declining in middle school.
 - d. Mr. Mitchell gave an update in regard to high school. High school has been enforcing regular routines and procedures consistently. A new math teacher, Ms. Thorte, has joined our staff replacing a long-term substitute position. Young Entrepreneurs Association is partnering with our scholars who are participating in our internship program. There are costs associated with this program, however scholarship opportunities are available. An interesting meeting for the program is taking place this Wednesday. Mr. Mitchell is serving as chair of the Belmont Golf Tournament, which is scheduled for May 16th. Mr.

Whitaker questioned if there were any discipline issues in high school. Mr. Mitchell discussed the new hall pass routine, rule enforcement, and teacher's presence in the hallways.

- e. Dr. Garrett, Chief Academic Officer, discussed the modifications that need to be made in the original charter. Since the curriculum changes taking place are already encompassed in our strategic improvement plan, the changes do not need to be addressed in our original charter. The new proposal for changing the school days, however, must be changed in our original charter and voted for board approval. Our administrative team suggests changing the school day hours to meet Nash-Rocky Mount School District from 8:00am to 3:00pm and aligning the days of instruction. Mr. Parish requested more time from the board in order to vote on this decision and submit to the Department of Public Instruction. Dr. Garret presented data from the cohort of the 2015-2016 school year to this year. Although the data does not line up perfectly, the information still provides feedback about our scholar's progress. Dr. Garrett presented the board with several action items such as our lesson plan templates, PLC logistics, teacher licensure documentation, and professional development opportunities. Some of the questions in regard to the information presented, included how feedback was given, evaluation tools, online support programs, and a suggestion to visit similar schools, such as KIPP Gaston, for feedback.
 - f. Mr. Everett gave in update in regard to the school finances. Mr. Everett discussed that school is on the right track to success financially. Mr. Everett stated that we have been tracking energy use with the changes made to our systems in the last 3 years, which has shown as steady decline in energy use. Another update from Mr. Everett included looking at our transportation system in place with approximately 900 scholars using our buses. Our aging fleet of buses should be progressively replaced in the next 4-5 years. Mr. Everett predicts about a 100,000-150,000 surplus in funds at the end of our school year.
 - g. Ms. Lynch reported on Rocky Mount Prep's culture. Some of the upcoming activities include raising funds for a middle school picnic area, Jaguar Friday, Tie Days, Lip Sync Battle, Talent Show, and fundraising opportunities.
 - h. Mrs. Cauble, Director of Operations, discussed transportation, as families are moving during this time of the year. We are gearing up for open enrollment period and planning for the 2017-2018 school year. Our child nutrition plans are running smoothly.
 - i. Mrs. Boakye reported on our specialized services program. The program with 143 scholars has 12 additional scholars than reported last year. The EC department is looking to fill two open positions in middle school.
 - j. Mrs. Gonzalez attended NC Charter School meeting last week discussed medical concerns for the state.
 - k. Mrs. Parker, Human Resources Director, discussed the beginning teacher program in a state training, which was relevant to our 24 teachers in the lateral entry program.
3. Mr. Whitaker made a motion to move into a closed session to discuss personal issues, seconded by Mr. Wiggins and unanimously approved. The meeting moved into closed session at 7:25 p.m.
 4. ----- made a motion to move back into an open session, seconded by ----- and unanimously approved. The meeting back into an open session at ----- p.m.

----- made a motion to adjourn, seconded by ----- and unanimously approved. The meeting adjourned at ----- p.m.