



# Rocky Mount Prep

## Monthly Board Meeting

December 2024

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### Date and Time

Monday December 9, 2024 at 6:00 PM EST

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
A. Meet and Greet		Heather Collins	5 m
B. Call the Meeting to Order		Keen Gravely	2 m
C. Prayer/Moment of Reflection		Keen Gravely	2 m
D. Pledge of Allegiance			1 m
<b>II. Approval of Agenda</b>			<b>6:10 PM</b>
A. Approval of Board Agenda and Minutes	Discuss		5 m
<b>III. Information Items</b>			<b>6:15 PM</b>

	Purpose	Presenter	Time
<b>A.</b> Financial Report	FYI	Heather Collins	5 m
<b>B.</b> Consultant Updates	FYI	Will Artis	5 m
<b>C.</b> Campus Updates	FYI	Heather Collins	5 m
<b>D.</b> Principal Monthly Updates	FYI	Principals	6 m
<b>E.</b> Disciplinary Updates	FYI	Quadric Witherspoon	2 m
<b>F.</b> Assistant Principal Updates	FYI	Julian Hines	2 m
<b>G.</b> College and Career Updates	FYI	Dr. Thomosa Dixon	2 m
<b>H.</b> Instructional Updates	FYI	William Etheridge	2 m
<b>I.</b> Athletic Updates	FYI	Leah Huelsing	2 m
<b>J.</b> Transportation Updates	FYI	Yoshika Phillips	2 m
<b>K.</b> Communications Updates	FYI	Casey Moore	2 m
<b>L.</b> Social Work and Outreach Updates	FYI	Marsha Winstead	2 m
<b>IV. Action Items</b>			<b>6:52 PM</b>
<b>A.</b> Preliminary Child Nutrition Procurement Plan	Vote	Heather Collins	2 m
<b>B.</b> Preliminary Child Nutrition AR Review	Discuss	Heather Collins	5 m
<b>V. Closed Session</b>			<b>6:59 PM</b>
<b>A.</b> Closed Session	Discuss	Keen Gravely	15 m
<b>VI. Closing Items</b>			<b>7:14 PM</b>
<b>A.</b> Adjourn Meeting	Vote		5 m

APPROVED



# Rocky Mount Prep

## Minutes

### Monthly Board Meeting

December 2024

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#### Date and Time

Monday December 9, 2024 at 6:00 PM

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#### Directors Present

J. Kitchin (remote), K. Gravely, M. Latham, S. Parker

#### Directors Absent

C. Davis

#### Guests Present

C. Bell, C. Moore, D. Witherspoon, J. Hines, J. Wallace, L. Glass, M. Winstead, S. Gardner, W. Artis, W. Etheridge (remote), Y. Phillips, thomosa.dixon@rmprep.org

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#### I. Opening Items

##### A. Meet and Greet

##### B. Call the Meeting to Order

K. Gravely called a meeting of the board of directors of Rocky Mount Prep to order on Monday Dec 9, 2024 at 6:03 PM.

##### C. Prayer/Moment of Reflection

#### **D. Pledge of Allegiance**

### **II. Approval of Agenda**

#### **A. Approval of Board Agenda and Minutes**

M. Latham made a motion to approve the minutes from Monthly Board Meeting on 11-18-24.

S. Parker seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **III. Information Items**

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

Dr. Collins discussed the financial report with the Board of Directors. The Board of Directors had questions about transactions and revenue that was explained in the document. Dr. Collins addressed the concerns with the Board of Directors.

Dr. Collins discussed the potential financial implications from the Child Nutrition Audit.

Dr. Collins talked about receiving the Safety Grant funds for two years.

#### **B. Consultant Updates**

Dr. Artis discussed that we are in testing phases here at the school. Our 10th graders have tested this week, and our elementary scholars will be testing next week.

#### **C. Campus Updates**

Dr. Collins discussed the campus updates with the Board of Directors and invited them to celebrate with the staff at our Holiday Party. She also discussed Holiday Break.

She also discussed the Holiday Movie on the 17th of January at 6pm with the PTA for the scholars.

#### **D. Principal Monthly Updates**

Dr. Collins and Dr. Wallace presented to the Board of Directors their monthly updates.

Dr. Wallace also spoke to the Board of Directors about AVID. Ms. Glass did not have a specific report for this month.

#### **E. Disciplinary Updates**

Dr. Witherspoon spoke to the Board of Directors about our Tier two Interventions. He discussed the Distinguished Gentleman pinning ceremony that is forthcoming and invited the Board to attend. He discussed the remainder of his report with the Board.

**F. Assistant Principal Updates**

Mr. Hines presented his report to the Board of Directors about culture and discipline in the High School.

**G. College and Career Updates**

Dr. Dixon presented her report to the Board. Scholars are enrolled in Spring classes at Nash Community College. She thanked the transportation team for their efforts transporting the scholars.

**H. Instructional Updates**

Dr. Collins presented for Mr. Etheridge who was present online. She talked about how we plan to use data to drive instruction after testing.

**I. Athletic Updates**

Dr. Collins discussed the athletic report for our athletic director. She discussed how well our teams are performing in the conference. She talked about the bleachers needing to be repaired and the cost associated.

**J. Transportation Updates**

Ms. Phillips discussed her transportation report with the Board. She talked about the need for transportation increasing for our scholars. She spoke about the need for more drivers and other transportation vehicles needed.

**K. Communications Updates**

Ms. Moore discussed her report with the Board. She also discussed with the Board how our mass communication system works and how it reports back to us so that we can track the effectiveness of our system. She also talked about the current fundraisers.

**L. Social Work and Outreach Updates**

Ms. Winstead spoke to the Board about her report. She spoke about our homeless and displaced scholars. She spoke about our efforts to provide uniforms to those that need. She stated that we are still helping with school supplies. She talked about our Backpack program that sends food home for the weekend with our scholars that have an identified need. We also have free toys for our scholars that are donated as well. She also spoke about truancy and attendance issues with the Board of Directors.

**IV. Action Items**

**A.**

### **Preliminary Child Nutrition Procurement Plan**

Dr. Collins discussed the procurement plan with the Board of Directors in relation to Child Nutrition and the recent Audit by the State. She stated that this was a preliminary report and that once the State sees it they may require changes.

M. Latham made a motion to accept the preliminary procurement plan.

S. Parker seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **B. Preliminary Child Nutrition AR Review**

Dr. Collins gave the Board a copy of the preliminary audit report from the State and stated that they could read it at their leisure, and we would be open to discussion if needed at a later date.

### **C. Sample Board Meeting Templates**

Dr. Collins discussed potential agendas for the Board to choose for working sessions.

The Board decided that they wanted more time to decide which model they wanted to use out of the samples.

The Board also discussed Board on Track and access to information before the meeting.

Dr. Collins discussed that items are made available on the Wednesday before the Board meeting so they will have time to review it.

They would like to do Sample 3 in January and Sample 2 at their discretion.

M. Latham made a motion to Test Sample 3 in January's Meeting.

S. Parker seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **V. Closed Session**

### **A. Closed Session**

S. Parker made a motion to go into closed session at 8:10pm.

M. Latham seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **VI. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,

K. Gravely