



# Rocky Mount Prep

## Monthly Board Meeting

February 2024

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### Date and Time

Monday February 10, 2025 at 6:00 PM EST

### Location

Secondary Media Center

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### Agenda

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

	Purpose	Presenter	Time
<b>III. Campus Updates</b>			<b>6:15 PM</b>
A. Monthly Financial Report	Discuss	Heather Collins	5 m
B. Monthly CTE Updates	Discuss	Will Artis	5 m
C. Monthly Instructional Updates	Discuss	William Etheridge	5 m
<b>IV. Focused Discussion Topic</b>			<b>6:30 PM</b>
A. Fundraising Plan Discussion	FYI	Heather Collins	15 m
<b>V. Action Items</b>			<b>6:45 PM</b>
A. Fundraising Plan Directives	Discuss	Heather Collins	30 m
<b>VI. Closed Session</b>			<b>7:15 PM</b>
A. Closed Session	Discuss	Keen Gravely	15 m
<b>VII. Closing Items</b>			<b>7:30 PM</b>
A. Adjourn Meeting	Vote		5 m

APPROVED



# Rocky Mount Prep

## Minutes

### Monthly Board Meeting

February 2024

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#### **Date and Time**

Monday February 10, 2025 at 6:00 PM

#### **Location**

Secondary Media Center

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#### **Directors Present**

C. Davis, J. Kitchin, K. Gravely

#### **Directors Absent**

M. Latham, S. Parker

#### **Guests Present**

S. Gardner

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#### **I. Opening Items**

- A. Meet and Greet**
- B. Call the Meeting to Order**
- C. Prayer/Moment of Reflection**
- D.**

## **Pledge of Allegiance**

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

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

K. Gravely made a motion to approve the minutes from Monthly Board Meeting on 01-13-25.

J. Kitchin seconded the motion.

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

K. Gravely made a motion to Approve the agenda.

C. Davis seconded the motion.

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

### **III. Public Address**

#### **A. Jacob Johnson Program TCI Works Employment Services**

Jacob came to talk about his relationship with the scholars at RMP with our EC Department. He wanted to appreciate the support and collaborating with our program. They help with job placement and apprenticeship for EC scholars after high school.

Dr. Collins mimicked his sentiments and thanked the program director for all they do to support our scholars.

### **IV. Campus Updates**

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

Dr. Collins discussed the financial statements with the Board of Directors. She discussed our critical financial key points as detailed in the report. She talked about Staff bonuses which will be on March's report.

#### **B. Monthly CTE Updates**

Dr. Artis spoke with the Board of Directors and staff present about the CTE updates. He talked about the federal funds that we are working towards and he also presented initial information about the summer targeted program to help those students that do not pass their EOG, EOC, and NC Extend 1

#### **C. Monthly Instructional Updates**

Mr. Etheridge will discuss with the Board of Directors about testing data and we are addressing the students gaps in their learning. He spoke about Gamify which utilizes instructional games to help our scholars learn.

Ms. Glass spoke to the successful use of this in our elementary schools. She's seeing that the scholars are more engaged while utilizing the programs.

#### **D. High school Update**

Mr. Hines spoke for Dr. Wallace in her absence about our AVID strategies with increased AVID outcomes for our entire school. We are seeing increase in our school wide usage of AVID strategies. Our scholars are working on Interview processes and resume strategies. He also shared with the Board an award that we received from the AVID center to appreciate our efforts and thank our staff.

### **V. Focused Discussion Topic**

#### **A. Fundraising Plan Discussion**

Dr. Collins opened the floor for discussion to discuss opportunities for ideas surrounding fundraising.

Ms. Farmer started the conversation by stating that there are many grants that are available to us as a school. She wanted us to be inspired to go after the grants so that we can move forward with some of the ideas we have planned for our school.

Dr. Collins followed up that many schools have a designated grant writer and our school doesn't have one. She would like to see us entertain the possibility of hiring someone. They discussed what that would look as far as the salary for the person we would choose.

Ms. Farmer followed up to discuss that most grants have a person that is responsible for oversight.

Mr. Gravely suggested that we speak to the Office of Charter Schools to see if they know of any grant writers.

Ms. Kitchin asked Dr. Collins to speak with other Head of Schools to see what experiences they've had with grant writers as well.

One of our attendees suggested having an All-Stars Basketball game as a fundraiser to raise funds. Mr. Davis talked more about Marketing the events and making sure that the public knows about the events that we are trying to promote.

Ms. Kitchin suggested a talent show to showcase our scholars and charge people to enter and raise funds.

They also discussed having another carnival but were concerned about the start-up cost to get it up and running. The overhead would be estimated around \$19,000.

Mr. Davis suggested a game against our biggest rival like Tarboro or Weldon to raise money. Ms. Kitchin asked about the possibility of using NC Wesleyan's gym. Ms. Huelsing discussed doing a post season tournament maybe our Christmas.

Mr. Davis also suggested having a Spring Dance where they have to pay to enter to raise money.

Mr. Gravely recommended a Cakewalk to raise money as well. Mr. Davis

Mr. Etheridge suggested that we use dress down days for scholars. As a previous place of employment, they raised about \$30,000 doing this.

We had a recommendation to raffle off themed baskets like Bath and Body Works, Movie Themed, or beauty themed.

Mr. Gravely asked about the start-up of the school television show. Dr. Collins asked Ms. Moore to speak about the challenges she has faced in doing that. Ms. Kitchin asked that this topic be tabled for our next board meeting and rescind the ask.

## **VI. Action Items**

### **A. Fundraising Plan Directives**

the Board of Directors would like for the staff to keep brainstorming ideas and bring them to the Head of School. Dr. Collins would like to setup a link for volunteers that will be on a fundraising team/committee for the school to help initiatives move forward.

## **VII. 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 7:09 PM.

Respectfully Submitted,  
K. Gravely