



# Rocky Mount Prep

## Monthly Board Meeting

---

### Date and Time

Monday November 18, 2024 at 5:00 PM EST

---

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:00 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. Public Comment</b>			<b>5:10 PM</b>
<b>A.</b> Public Comment	Discuss	Dana Ayscue	3 m
<p>Dana Ayscue was given 3 minutes to discuss her concern with the Board of Directors. She had a personnel matter that she wanted to discuss with the Board. She was given the option to speak to the Board of Directors in private and she decided that she will do that instead at a later time.</p>			
<b>III. Approval of Agenda</b>			<b>5:13 PM</b>

	Purpose	Presenter	Time
<b>A.</b> Approval of Board Agenda and Minutes	Vote		5 m
<b>IV. Information Items</b>			<b>5:18 PM</b>
<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> EC Updates	FYI	Sheila Farmer	2 m
<b>J.</b> Athletic Updates	FYI	Leah Huelsing	2 m
<b>K.</b> Transportation Updates	FYI	Yoshika Phillips	2 m
<b>V. Action Items</b>			<b>5:53 PM</b>
<b>A.</b> Board Bylaws	Vote	Heather Collins	2 m
<b>VI. Closed Session</b>			<b>5:55 PM</b>
<b>A.</b> Closed Session	Discuss	Keen Gravely	15 m
<b>VII. Closing Items</b>			<b>6:10 PM</b>
<b>A.</b> Adjourn Meeting	Vote		5 m

APPROVED



# Rocky Mount Prep

## Minutes

### Monthly Board Meeting

---

#### Date and Time

Monday November 18, 2024 at 5:00 PM

---

#### Directors Present

C. Davis, J. Kitchin, K. Gravely, M. Latham, S. Parker

#### Directors Absent

*None*

#### Guests Present

C. Bell, C. Moore, D. Witherspoon, H. Collins, J. Abrams, J. Hines, J. Wallace, L. Glass, L. Huelsing, S. Gardner, T. Dawes, Thomosa Dixon, W. Artis, Y. Phillips

---

#### 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 Nov 18, 2024 at 6:00 PM.

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

Keen Gravely lead us in the Lords Prayer

##### D.

## **Pledge of Allegiance**

The entire quorum recited the Pledge of Allegiance

## **II. Approval of Agenda**

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

J. Kitchin made a motion to accept the agenda and minutes.

C. Davis seconded the motion.

Closed session items needed on the minutes. Motioned by S. Parker seconded by C.

Davis

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.

There is a new policy that Prestige has in place that a signature is needed monthly for the Balance Sheet. Same can be signed in open or closed session.

Dr. Collins discussed the financial report with the Board of Directors.

There is a new policy that Prestige has in place that a signature is needed monthly for the Balance Sheet. Same can be signed in open or closed session.

M. Latham made a motion to to accept the financial report.

C. Davis seconded the motion.

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

### **B. Consultant Updates**

Dr. Artis discussed the CTE report with the Board of Directors. He is working to provide documentation to NCDPI. He also discussed the grants that we are currently applying for to assist our efforts in the program.

### **C. Campus Updates**

Dr. Collins discussed the recent events going on at the school campus. She discussed that NCDPI is on campus for the week for our audit review.

Mr. Davis recommended that teachers have the opportunity to leave early before holiday breaks as an incentive.

Mr. Gravely asked about our Annual Audit. Our audit is scheduled to be in by the deadline of November 30th.

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

The principals gave their monthly updates to the Board of Directors

Elementary students attended a STEM program field trip.  
Middle School had a Parent Academy with a great turnout.  
High School has increased proficiency across the HS campus. They also had Scholar-Led Conferences where students present to parents their portfolio and grades.  
Dr. Wallace also discussed the AVID updates across the campus.

Mr. Davis stated that he would like to see some more things in the newspaper to highlight and showcase some of our efforts.

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

Dr. Witherspoon discussed the behavior updates to the Board of Directors.

He discussed the Young Gentleman's club at the school as a mentorship program. They recently learned to tie their neckties. The program is an incentive, and scholars cannot have any office referrals. We also had Caught Being Good awards.

High School has EmpowerHer for the High School young ladies as a parallel to the Gentleman's club.

#### **F. Assistant Principal Updates**

Mr. Hines talked about the behaviors and incentives in the High School hallways. He also talked about the awards day being a success.

Dr. Collins took a moment to applaud all of the Assistant Principals for their efforts to support and help our staff and scholars.

#### **G. College and Career Updates**

Dr. Dixon talked about the different programs that the Academy offers. She highlighted that they recently had lunch with an engineer and the recent College fairs and tours. She spoke about the scholars that recently received scholarships and college acceptance letters.

She talked about a collaboration for a 3D microscope pilot program that will allow us to build and utilize microscopes for RM Prep.

Mr. Davis asked about programs for students that will not go to a 4 year program. Dr. Collins discussed planning to add new programs and the efforts of the counselors with one on one sessions to meet all scholar needs.

#### **H. Instructional Updates**

Mr. Etheridge is joining virtually and is presenting his update with the Board of Directors.

He talked about Learning Pyramid Models with the Board in relation to scholar learning retention.

#### **I. Facilities Update**

Mr. Abrams discussed facilities and maintenance across the board and ending relationships with outside partners to bring the opportunities in-house and save money overall.

Mr. Davis asked Mr. Abrams which project he would prioritize if he could get it completed. Mr. Abrams stated the bleachers which is deteriorating.

Dr. Collins asked the Board of Directors what contingencies or efforts are being made to help with the many projects that we need to tackle.

S. Parker proposed a change to the structure of the Board meeting so that they have time to discuss strategic planning to address specific items. Dr. Collins asked for board approval to change the structure of the meeting.

M. Latham made a motion to have Dr. Collins put together a draft of what the structure would look like for the next board meeting.

J. Kitchin seconded the motion.

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

#### **J. EC Updates**

Ms. Farmer gave her update to the Board of Directors. She talked about the 94 students in EC and how some of them participated in the Special Olympics. She says that we received a grant to support our Autistic Scholars.

She talked about partnering with the PTA for the Fall Festival. Our Board member S. Parker played the keyboard at the festival which everyone enjoyed.

Dr. Collins talked about some additional grants that we have received as well.

Board member S. Parker talked about some grants that we can get for our Marketing as well.

#### **K. Athletic Updates**

Ms. Huelsing gave the updates of all of the achievements of our scholars. She spoke about the renewed relationship with NC Wesleyan and the use of their campus.

We hosted the coaches at NC Wesleyan with lunch and a roundtable meeting.

#### **L.**

### **Transportation Updates**

Ms. Phillips gave her transportation updates to the Board of Directors. She talked about School Bus Safety training and discussions in the elementary school.

Mr. Gravely asked about understanding with bus behaviors. Ms. Phillips responded that being the reason for having the class with elementary students to help them understand safety.

### **IV. Action Items**

#### **A. Board Bylaws**

Dr. Collins discussed with the board of directors the changes that were made to the bylaws. She is asking the Board to vote to approve all changes to the bylaws.

J. Kitchin made a motion to approve the changes to the bylaws.

S. Parker seconded the motion.

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

### **V. Closed Session**

#### **A. Closed Session**

K. Gravely made a motion to approve the minutes from Monthly Board Meeting on 10-14-24.

S. Parker seconded the motion.

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

Board went into closed session to discuss personnel matters.

### **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 8:35 PM.

Respectfully Submitted,

S. Parker