

APPROVED



Rocky Mount Prep

Minutes

Monthly Board Meeting

January 2026

Date and Time

Monday January 12, 2026 at 6:00 PM

Directors Present

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

Directors Absent

None

Guests Present

C. Bell (remote), D. Witherspoon, J. Hines, J. Wallace (remote), L. Glass, M. Winstead (remote), S. Gardner, T. Dixon, W. Artis, W. Etheridge, Y. Phillips (remote)

I. Opening Items

A. Meet and Greet

B. Call the Meeting to Order

S. Gardner called a meeting of the board of directors of Rocky Mount Prep to order on Monday Jan 12, 2026 at 6:05 PM.

C. Prayer/Moment of Reflection

The Board of Directors along with the staff reflected silently.

D. Pledge of Allegiance

The Board of Directors and staff recited the Pledge of Allegiance.

E. Public Address

Our guest Mr. Ron Lee did not arrive and is open to request again to speak to the Board

II. Approval of Agenda

A. Approval of Board Agenda and Minutes

J. Kitchin made a motion to approve the minutes from Monthly Board Meeting on 11-18-25.

C. Davis 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.

Mr. Gravely asked questions about the undocumented items and Dr. Collins assured the Board that all items have been addressed and corrected. Ms. Kitchin asked about the InHouse Custodial Team and how that investment is working out. Dr. Collins had Kudos for the teams stating that they were diligent and working hard. They go above and beyond to assist anything needed in the school.

B. Campus Updates

Dr. Collins discussed the campus updates with the Board. She discussed Dibels Testing. She spoke about athletics at Prep and their recent wins at the championships. She spoke about recent audits that are coming for EC Teachers, Child Nutrition, and Beginning Teachers. We are up for Cognia Accreditation as well which validates our High School Diplomas. We are also going back to the Charter Review Board for a Table Discussion in February.

Dr. Collins discussed with the Board that we are working to get our buses inspected and the challenges we are having without our mechanic. We have outsourced to Mangum's to get this issue resolved. Mr. Gravely asked if we had enough buses and Dr. Collins responded that we really needed 5 more buses so that we could have substitute buses on the line. The Board decided that they would table that discussion for another time.

C. Facilities Updates

Dr. Collins discussed the major repairs that have been going on with the HVAC system in the school. It has spanned all of our buildings and Piedmont is working diligently to get it repaired. We also had to get work done to our plumbing system in order to make sure that we have hot water going to the cafeteria and all administrative suites. Ashley's Plumbing is working hard to get the issues resolved.

The last project is our electrical system and issues with the Score Boards and with the electrical outlets that were outdated. Barnes Electric has been working hard to make sure that we are up to code and that everything is in working properly.

Ms. Parker asked if we have a long-term strategic plan to update our building now that it is aging.

Dr. Collins discussed the major repairs that have been going on with the HVAC system in the school. It has spanned all of our buildings and Piedmont is working diligently to get it repaired. We also had to get work done to our plumbing system in order to make sure that we have hot water going to the cafeteria and all administrative suites. Ashley's Plumbing is working hard to get the issues resolved.

The last project is our electrical system and issues with the Score Boards and with the electrical outlets that were outdated. Barnes Electric has been working hard to make sure that we are up to code and that everything is in working properly.

Ms. Parker asked if we have a long-term strategic plan to update our building now that it is aging.

D. Year Round Calendar Discussion

Dr. Collins discussed with the Board at their request what it would look like to move to a Year-Round Calendar. Mr. Gravely asked when the deadline was to submit our calendar. The school calendar is approved in February with the latest date being in March to switch over to a Year-Round Calendar. Mr. Gravely would like to see the two calendars side by side. Dr. Collins stated that she will work with the staff to make that happen for the Board.

IV. Closed Session

A. Closed Session

the Board voted to go into closed session at 6:51am to discuss personnel matters.

S. Parker made a motion to end closed session at 7:42pm.

C. Davis seconded the motion.

when they exited they voted expedite the Visas for our international teachers if necessary.

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

V. 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 7:45 PM.

Respectfully Submitted,
K. Gravely