



# Rocky Mount Prep

## Minutes

### Monthly Board Meeting

October 2025

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#### Date and Time

Tuesday October 14, 2025 at 6:00 PM

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#### Directors Present

C. Davis, J. Kitchin, K. Gravely, S. Parker (remote)

#### Directors Absent

*None*

#### Guests Present

J. Hines, J. Wallace, L. Glass, S. Farmer, S. Gardner, T. Dixon, W. Artis

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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 Tuesday Oct 14, 2025 at 6:11 PM.

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

Mr. Davis led us to a moment of silent prayer and reflection

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

Mr. Gravely led the participants in the pledge of allegiance.

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

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

C. Davis made a motion to approve the minutes from Monthly Board Meeting on 09-08-25.

J. Kitchen seconded the motion.

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

### **III. Information Items**

#### **A. Campus Updates**

Dr. Collins discussed the campus updates with the Board of Directors.

She discussed the pending NC Check-In scores, the Fall Festival, Principal's Month, Breast Cancer Month Awareness.

There are several games including the Senior Night Volleyball Game, Middle School Football, and Junior Varsity Football games.

Candyman fundraiser is complete.

Cafeteria is decorated for National School Lunch Week.

#### **B. Financial Updates**

Dr. Collins discussed the Financial Update with the Board of Directors.

#### **C. Office of Charter School Application Updates**

Dr. Collins discussed all of the changes and updates of the new Office of Charter Schools Application to the Board of Directors.

She also discussed the interview and Board vote that will take place November 13th before the Office of Charter Schools Review Board.

J. Kitchen made a motion to Approve all of the changes to the applications.

C. Davis seconded the motion.

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

### **IV. Action Items**

#### **A. Admissions and Enrollment Policy**

Dr. Collins discussed the Policy with the Board of Directors so that we will be in full compliance with the State. Wording that is explicitly prohibited was removed from the policy and updated.

J. Kitchin made a motion to approve the policy.

C. Davis seconded the motion.

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

#### **B. Parent Leave Opt-In Policy**

Dr. Collins discussed the policy with the Board of Directors.

J. Kitchin made a motion to accept that this policy stay the same.

C. Davis seconded the motion.

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

#### **C. Website Updates**

Dr. Collins discussed the possibility for us to add a donation option to the website so that the community and scholar families can donate to the school.

C. Davis made a motion to approve the donation option.

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 7:30 pm.

J. Kitchin seconded the motion.

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