



# Community College Preparatory Academy

## Board Minutes

October 23, 2019

### **Location:**

CC Prep MCT Location  
3301 Wheeler Road, SE  
Washington, DC 20020

### **Call to Order:**

The regular meeting of the Community Preparatory Academy was called to order at 6:38pm on October 23, 2019 in our MCT Campus by Monica Ray, Board Chair.

### **Executive Session:**

The Board entered executive session at 6:39pm and exited executive session at 6:59 pm.

### **Board Members Present:**

Monica Ray – Chair  
Dr. Marilyn Hamilton – Vice Chair  
Ty'on Jones – Secretary  
Clyde Edwards – Treasurer  
Ashley Mitchell – Board Member  
Calvin Nophlin – Board Member

### **Staff Present:**

Connie Spinner – Executive Director  
Monica Jones – Director of Operations  
Villareal Johnson – Director of Student Support Services  
Janel Brown – Director of Academics  
BP Walker – Consultant

### **Approval of the Agenda:**

A motion to approve the agenda was moved by Calvin Edwards and seconded by Calvin Nophlin. The agenda was approved unanimously.

### **Approval of the Minutes:**

A motion to approve September's minutes was moved by Ty'on Jones and seconded by Calvin Nophlin. The minutes were approved unanimously.

**Reports:**

Executive Director – Connie Spinner, Executive Director, provided the board with readouts and an overview on leadership updates which included retention numbers, the Office of the CEO’s communications plan, KPI’s, monthly reports, and Night of the Stars.

Director Reports – Director Brown, Johnson, and Jones provide reports for their individual units. Board members asked question and a follow up with BP Walker for more information regarding KPI’s were requested.

**Finance Committee:**

Clyde Edwards provided the Board with an update on the audit process. A motion was made to establish an adhoc audit sub-committee by Clyde Edward and seconded by Ashley Mitchell. The motion passed unanimously.

In addition, a motion was made by Clyde Edwards to reprogram \$27,704 from the furniture line item of the FY 2020 budget to pay the \$18,000 salary of an Early Childhood Bridge Facilitator as well an \$9,704 for budget variance and was seconded by Calvin Nophlin. The motion passed unanimously.

**Executive Committee:**

No report

**Governance Committee:**

No report

**Space Planning Ad Hoc Committee:**

No report

**Old Business:**

**Incentive Report Document** – CC Prep leadership will provide for November’s meeting

**DCCSB Transparency Policy Update** – Policies should be added to CC Prep’s website and if any changes are needed, they should happen at a later date.

**Policy Updates** – Initial set of policies review are completed and ready to be added to website. The remaining Policies should be sent to Lawyer for review. CC Prep staff should began adding pertinent information and polices to reviewed policies.

**Student Member Policy Criteria** – Connie Spinner will provide Board with Criteria of selection. CC Prep students are interested in a Student Body Government. Student Board members will be prepared to join Board in January 2020.

### **CC Prep Strategic Priorities**

BP Walker, Consultant provide the Board with Board created strategic priorities. A motion to accept the Board's FY 2020 Strategic Priorities was made by Calvin Nophlin and seconded by Ty'on Jones. The motion passed unanimously.

### **New Business**

#### **CEO and Interim CEO Transition**

After Discussion between the Board Chair, Board Vice Chair, and Board Members, A motion was made by Clyde Edwards to appoint Monica Ray as Acting CEO and Dr. Marilyn Hamilton as Acting Board Chair, beginning November 1 until the new CEO is hired and was seconded by Ty'on Jones. The motion passed unanimously.

#### **Finance Committee and Board Meeting Time**

Finance Committee invite will be resent to all members, members were encouraged by Monica Ray, Board Chair to attend finance meeting.

#### **Bylaws Revisions**

A motion to table bylaws revision for 30 days was made by Calvin Nophlin and was seconded by Ty'on Jones. The motion passed unanimously.

#### **Conflict of Interest Policy**

A motion to table discussion about the conflict of interest policy for 30 days was made by Calvin Nophlin and was seconded by Ty'on Jones. The motion passed unanimously.

#### **Comments and Adjournment:**

A motion to adjourn was made by Ty'on Jones. The meeting was adjourned at 9:55pm.

***Next meeting date November 20, 2019 at CC Prep MCT Campus 6:00pm***