

**Eastern Panhandle Preparatory Academy**

*A West Virginia Not-for-Profit Corporation*

*We strive to ensure that every student is empowered with the skills, direction, and character to pursue excellence in their lives, careers, and avocations and to play effective roles in their families and communities.*

**AGENDA**

**Date:** Tuesday, May 9, 2023  
**Location:** 449 Rose Hill Dr., Kearneysville, WV 25430  
**Time:** 7:00 pm  
**Zoom:** <https://us02web.zoom.us/j/5807705609>  
Meeting ID: 580 770 5609  
305-224-1968  
309-205-3325

**The Board Packet containing materials for this meeting may be found here:**

<https://drive.google.com/drive/folders/1ypL3SeD88XAJDXsb0iUyYHWDZNT429vN>

---

- 1. Sign-in / A Call to order/ Pledge of Allegiance/ Opening Prayer**
- 2. Roll Call**
- 3. Review/Approval of Meeting Agenda**
- 4. Adoption/Approval of Minutes from Previous Board Meeting(s)**  
*Adoption/Approval of Minutes from the March 14, 2023, Board Meeting*
- 5. Delegations (Public Comment)\***
- 6. Reports and Updates**
  - a. School Reports
    - i. *School Leader Report – Melvin Womble*
    - ii. *Educational Service Provider Report – Sharon Williams*
  - b. Treasurer Report – Treasurer/Patti Ashley, Accel
    - i. March and April 2023 Financials
    - ii. Invoices/Bills March 2023
    - iii. Annual Audit/ IRS Form 990

*Acceptance of Treasurer Report*

- c. Legal Update – The Callender Law Group
  - i. *Contract Notices/Statutory Agent Changes*
  - ii. *Upcoming Agenda Items*
    - a. *IDEA Part B Funding*
    - b. *Annual Meeting (August 2023)*
    - c. *Parent Room*
    - d. *Parent/Student Handbook 2023-2024*
  - iii. *Review Items/Policies on the Agenda*

## **7. Committee Reports (if applicable)**

## **8. Old Business**

## **9. New Business**

### *Consent Items*

- a. *Approval of Invoices/Bills March 2023\*\**
- b. *Resolution, Adoption/Approval of Academic Calendar 2023-2024*
- c. *Resolution, Ratification of Past Actions*
- d. *Resolution, Adoption/Approval of Board Meeting Schedule AY 2023-2024*
- e. *Resolution, Adoption/Approval Public Participation and Comment Policy*
- f. *Resolution, Adoption/Approval 504 Policy*
- g. *Resolution, Adoption/Approval Homeless Children and Youth Policy*
- h. *Resolution, Adoption/Approval School Internet Safety Policy*
- i. *Resolution, Adoption/Approval Criminal Records Check Contract Employees*
- j. *Resolution, Adoption/Approval Animals on School Property Policy*
- k. *Resolution, Adoption/Approval FERPA Policy*
- l. *Resolution, Adoption/Approval Independent Auditors*
- m. *Resolution, Adoption/Approval Spending Approval Limits*

### *Other New Business*

- n. *Resolution, Adoption/Approval of Revised 2022-2023 AY Budget*
- o. *Presentation/Discussion, 2023-2024 AY Budget and Five Year Outlook*
- p. *Discussion, Educational Service Provider Annual Review*

## **10. Board Member Discussion**

## **11. Date/time and location for next regular meeting:**

**Tuesday, June 13, 2023, at 7:00 pm Eastern at 449 Rose Hill Dr., Kearneysville, WV 25430.**

## **12. Adjournment**

\* Delegations provide an opportunity for the public to address the Board on matters concerning the School. The School's public participation policy is posted on the School's website. Under West Virginia's Open Meetings Act, the Board cannot deliberate on items not included on its meeting agenda, but may do so at a subsequent meeting.

\*\* A list of invoices/bills are available for review in the School office. This list shall be made available at least two business days before the meeting.