

**Eastern Panhandle Preparatory
Academy**

A West Virginia Not-for-Profit Corporation

**BOARD MEETING
MINUTES**

Eastern Panhandle Preparatory Academy (the “School”), pursuant to public notice, held a regular Board Meeting (the “meeting”) on October 15, 2024 by remote means.

Board Members in Attendance:

Ryan Cascio, President
Gary Dungan
Jake Cordell
Marie Nuar

Guests in Attendance:

Demetrius Blue, Principal, Eastern Panhandle Preparatory Academy
Renee Ritenour
Xiaofei Pei, Accel
Phil Petru, Accel
Tracey B. Eberling, Attorney, Steptoe & Johnson PLLC
Matthew McKinney

1. Sign-in / A Call to order/ Pledge of Allegiance / Opening Prayer

The meeting was called to order at 6:23 p.m. by Board President Cascio. The Pledge of Allegiance was made, and a time for silent prayer offered.

2. Roll Call of Board Members

A roll call of members was requested. A quorum was present for the meeting.

3. Review/Acceptance of Agenda

The acceptance of the Agenda was brought forward for consideration by the Board. Member Nuar moved that Agenda be accepted as presented. The motion was seconded by Member Cordell and passed on unanimous vote.

4. Adoption/Approval of Minutes of Previous Board Meeting(s)

The minutes of the August 20, 2024 and September 17, 2024 Board meetings were approved by unanimous vote upon the motion by member Nuar, seconded by Member Cordell.

5. Election of Board Member:

President Cascio commented that three excellent candidates had applied for the open position of Parent Board member. Member Cordell reported that the Board nominated Matt Coffindaffer to fill the seat. A roll call was taken:

Board Member	AYE	NAY	OTHER <i>(Not Present, Abstain, etc.)</i>
Gary Dungan	✓		
Marie Nuar	✓		
Jake Cordell	✓		
Ryan Cascio, Pres.	✓		

Mr. Coffindaffer will be welcomed upon successful completion of a background check and submission of a conflict-of-interest statement.

6. Reports and Updates

a. School Report

i. School Leader Report

Mr. Petru presented a slide show on the existing goals that were included in the school’s charter application and there was a discussion among the Board members, Mr. Petru and Principal Blue about the development of new goals as recommended by Dr. Paul. Ideas were shared and it is expected that new goals will be drafted and considered at the November of December 2024 Board meeting. A copy of the slide show is attached.

Mr. Blue shared that a successful professional development event was held for staff. The staff was divided into five groups and each group developed five core values for the school. The core values will be pushed out five at a time to the students, who will vote on a net five core values. These will then be shared with the parents. The values will be integrated with the PBIS and the use of “houses.”

Ms. Ritenour reported to the results of the initial I-ready testing performed from August 26 through September 6. The data is as expected for the beginning of the school year and considering the influx of 92 new students. Challenges have been created for growth, including a pizza party for the most growth and popcorn parties when 100 I-ready personalized instruction lessons have been completed.

b. Treasurer Report

Mr. Pei presented the Treasurer’s Report. The September 2024 financial statement, which was included in the Board meeting materials, was discussed. Mr. Pei noted that the revenue is close to budget, but expenses are under budget, largely due to timing and will even out over the year. The audit is ongoing. There was approximately \$201,000 cash on hand as of September 30, 2024, which will be watched closely. The budget deficit has been recued from about \$325,000 to \$250,000 due to changes in staffing. The plan is to assess with facilities to determine the optimal number of students for sustainability. The pan should be presented in November.

Member Nuar moved that the Financial report be accepted as presented. Member Dungan seconded the motion which carried by a voice vote without objection.

c. Authorizer Update

No authorizer update was provided.

7. Committee Reports, if submitted

None.

8. Old Business

None.

9. New Business

Consent Items –

The following items on the Consent Agenda, having been discussed earlier in the meeting, were brought forward for consideration by the Board.

- a. *Approval of Invoices/Bills*** - Motion by Member Cascio, seconded by Member Nuar and approved by unanimous vote.

10. Executive Session: Member Cordell moved to go into executive session for an update on the Charter School litigation and a suit filed by William Tyler Parker, which was seconded by Member Dungan. Following discussion with counsel, Member Cordell made the motion to leave executive session, which was seconded by Member Nuar and voted upon without dissent. No action was taken following executive session.

11. Date/time and location for next regular meeting.

The next regular meeting of the Board is scheduled for Tuesday, November 15, 2024, at 6:00 p.m. at 449 Rose Hill Drive, Kearneysville, WV in person.

12. Board Member Discussion – None.

13. Adjournment

There being no further business to come before the Board, Member Cordell moved to adjourn the September 17, 2024, regular Board meeting of Eastern Panhandle Preparatory Academy, which was seconded by Member Nuar. The meeting was adjourned at 7:30 p.m., without objection.

APPROVAL AND ADOPTION OF MINUTES

Motion to approve and adopt the minutes of the August 20, 2024 and September 17, 2024 Regular Board Meetings of Eastern Panhandle Preparatory Academy, with/without amendments, made by

Member Nuar _____, seconded by Member Cordell _____.

Board Member	AYE	NAY	OTHER <i>(Not Present, Abstain, etc.)</i>
Gary Dungan	✓		
Marie Nuar	✓		
Jake Cordell	✓		
Ryan Cascio, Pres.	✓		

Executed and adopted by a vote of the Board on this 15th day of October, 2024.

*Ryan Cascio, President
Eastern Panhandle Preparatory Academy*



Charter Goals

Charter application goals

- **Achievement (goal):** At least 75% of students continuously enrolled from the fall diagnostic window through the spring diagnostic window will reach their typical growth target as defined by the i-Ready diagnostic report.
- **Growth (Goal):** Using i-Ready, 80% or more of students to reach their annual target in English and math, resulting in at least 10% growth from fall to spring annually.
- **State Accountability Results (Goal):** The percentage of students continuously enrolled by October 1st categorized as proficient or advanced on the most recent state assessment will surpass the percentage achieved by the local school district by 10% or more.

Charter application goals

Achievement (goal): At least 75% of students continuously enrolled from the fall diagnostic window through the spring diagnostic window will reach their typical growth target as defined by the i-Ready diagnostic report.

Results:

- Reading: 71.4% of students continuously enrolled from the fall diagnostic window through the spring diagnostic window reached their typical growth target
- Math: 69.4% of students continuously enrolled from the fall diagnostic window through the spring diagnostic window reached their typical growth target

Charter application goals

Growth (Goal): Using i-Ready, 80% or more of students to reach their annual target in English and math, resulting in at least 10% growth from fall to spring annually.

Results:

- Reading: 92.2% of students reached at least 10% growth from Fall to Spring
- Math: 93.6% of students reached at least 10% growth from Fall to Spring

Charter application goals

State Accountability Results (Goal): The percentage of students continuously enrolled by October 1st categorized as proficient or advanced on the most recent state assessment will surpass the percentage achieved by the local school district by 10% or more.

Results:

- EPPA has made progress in its overall GSA achievement, surpassing the local counties in reading and math and is close to the desired 10% differential:

	EPPA	Berkeley	Jefferson	State
Reading	50	41	49	45

	EPPA	Berkeley	Jefferson	State
Math	44	27	35	36

	EPPA	Berkeley	Jefferson	State
Science	28	26	35	29

THANK YOU
QUESTION?

