

**Eastern Panhandle Preparatory**  
**Academy**

*A West Virginia Not-for-Profit Corporation*

**SPECIAL BOARD**  
**MEETING**  
**MINUTES**

Eastern Panhandle Preparatory Academy (the “School”), pursuant to public notice, held a special 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:**

Tracey B. Eberling, Attorney, Steptoe & Johnson PLLC  
Dr. Damon Odom  
Matthew McKinney  
Matt Coffindaffer

**1. Sign-in / A Call to order**

The meeting was called to order at 5:17 p.m. by Board President Cascio. The Board approved the agenda by acclamation.

**2. Roll Call of Board Members**

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

**3. Interviews of Parent Board Member Candidates**

The Board conducted the following interview of prospective Parent Board members as follow:

5:17 p.m.	Dr. Damon Odom
5:35 p.m.	Matthew McKinney
5:55 p.m.	Matt Coffindaffer

**5. Executive Session:**

On motion of Member Cascio, seconded by Member Nuar and unanimously approved, the Board went into executive session to consider the candidates for Parent Board member. After discussion, member Cascio moved to exit executive session, which was again seconded by member Nuar and approved by unanimous vote.

## 6. Nomination

Upon Motion of Member Cascio, with a second by Member Nuar, with the recognition of the strong qualities of the three applicants, the Board voted in favor of the nomination of Matt Coffindaffer to fill the open one-year term for Parent Board Member, without dissent. Consideration will be given to adding additional Board members.

## 7. Adjournment

There being no further business to come before the Board, the special meeting was adjourned at 6:17 p.m.

Executed and adopted by a vote of the Board on this \_\_\_\_\_th day of November, 2024.

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*Ryan Cascio, President  
Eastern Panhandle Preparatory Academy*