

**Eastern Panhandle Preparatory Academy**  
*A West Virginia Not-for-Profit Corporation*  
**BOARD MEETING MINUTES**

The Eastern Panhandle Preparatory Academy (the “School”), pursuant to public notice, held a regular Board Meeting (the “meeting”) on April 15, 2025 held by remote means.

**Board Members in Attendance:**

Ryan Cascio, President  
Gary Dungan, Treasurer  
Jake Cordell , Vice President  
Matthew Coffindaffer  
Marie Nuar

**Board Members Absent**

None

**Guests in Attendance:**

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

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

The meeting was called to order at 6:02 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 Dungan moved that the Agenda be amended to move the item for approval of the invoices to the Old Business section. This motion was seconded by Member Nuar and passed on unanimous vote.

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

The minutes of the February 18, 2025 regular Board meeting were approved by a unanimous vote upon motion of Member Nuar and seconded by Member Cordell.

## 5. Reports and Updates

### *a. School Report*

#### *i. School Leader Report*

Mr. Petru reported that the SBA's award of grants has been delayed for a third time. There are ongoing discussion between the SBA and the Governor's office as to whether grants can be awarded to charter schools.

Mr. Petru reported that enrollment is trending well with more than 30 student being added since the October count. It is expected that the school will have between 310 and 312 students for net year. The break point is about 30 students per grade level to create a new class.

Mr. Blue shared a billboard had been put up on Winchester Avenue in Inwood, advertising EPPA. Upcoming events are an Easter egg hunt, a campus cleanup day, the Spring bash and a field day that will include a dunk tank. The Board praised Mr. Blue for his efforts in planning the events for the school community.

### *b. Treasurer Report*

Mr. Pei presented the Treasurer's Report. The February and March financial statements, included in the Board meeting materials, were discussed. Mr. Pei noted that the cash on hand is \$161,523. While EPPA remains behind on revenue at about \$1.9M, it is behind on expenses by about \$500,000. There will be changes in both categories when federal funds are drawn down and certain expenses paid.

The projected budget for the next school year will be presented at the next meeting. There was a discussion about the continued projected deficit and how it can be addresssee, The solution was suggested to increasing enrollment and working to obtain county funding, Mr. Petru reported that the Mountaineer Alliance was advocating for Accel and others on addressing the per pupil funding formula as it applies to charter school. Counsel was asked to look into and report back on the WVPCSB policy concerning at what point a charter school can be penalized for budgetary reasons.

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*

Dr. James Paul was not present for the meeting. Counsel reminded the Board members of the available training.

**5. Committee Reports, if submitted**

None.

**6. Old Business**

Mr. Dungan questioned the expenses related to fuel oil and Mr. Blue provided an explanation. There was also a discussion on the bills allocated to EPPA by Accel.

Mr. Dungan made the motion to approve payment of the bill, which was seconded by Mr. Coffindaffer and approved by unanimous vote.

**7. New Business**

There was no new business.

**8. Board Member Discussion**

Member Dungan noted that there had been a meeting on financial meeting and a former Board member voiced interest in re-joining the Board. Consideration will also be given to proposing another former applicant to maintain an odd number of board members.

**9. Executive Session:**

The Board went into Executive Session for the discussion of the need for a hearing on student expulsion and the special education due process litigation with counsel upon motion of Member Cordell, seconded by Member Nuar and approved unanimously. The Board exited Executive Session on motion of Member Cascio, seconded by Member Nuar, also on unanimous vote.

It was agreed that a special meeting will be held on April 23, 2025 at 6:00 p.m. by remote means for the student expulsion hearing and further consultation with counsel on the special education litigation.

**10. Date/time and location for next regular meeting.**

The next regular meeting of the Board is scheduled for **Tuesday, May 20, 2025 at 6:00 p.m. in person at 449 Rose Hill Drive, Kearneysville, WV .**

## **11. Adjournment**

There being no further business to come before the Board, Member Cordell moved to adjourn the Board meeting of Eastern Panhandle Preparatory Academy, which was seconded by Member Nuar. The meeting was adjourned at 7:05 p.m., without objection