



Community College Preparatory Academy
Open Board Meeting - February 18, 2025
February 18, 2025
6:30 pm-8:00 pm Eastern Time

Community College Preparatory Academy Open Board Meeting Agenda

February 18, 2025
(6:30pm)

Location: Virtual via ZOOM

Agenda Items:

- I. Call to Order
- II. Approval of the Agenda
- III. Approval of January 27, 2025 Open Board Meeting Minutes
- IV. Committee Reports
 - A. Governance Committee
 1. Staff/Board retreat on April 3-6, 2025. Details forthcoming.
 - B. Finance Committee
 1. Monthly finance report
 2. Procurement: Time for Change, EMT
 - C. Personnel Committee
 1. Correction to board resolution to reflect updated CEO start date.
Resolution:
Whereas, the Board of Directors, by majority vote, approves Gerald Konohia to serve as the Chief Executive Officer with a start date of March 3, 2025.
 2. Sick and shut in:
Critically ill staff members - measures to mitigate impact of their absence
 - D. Space Planning Committee
 1. Extended timeline for temporary certificate of occupancy
 2. Fundraising plan
- V. Old Business
- VI. New Business
 - A. Friends of CCPREP

Comments/Adjourn

Next Open Board Meeting date is Sunday, April 6, 2025 @ 9:00am



Community College Preparatory Academy

Open Board Meeting Minutes

February 18, 2025

at 6:30 pm Eastern Time via Zoom

I. Call to Order:

The virtual meeting was called to order at 6:36 pm.

Members Present:

Mr. Ty'on Jones
Ms. Ramona Barber
Mr. Mike Austin
Ms. Monica Ray
Ms. Darya Davis
Mr. Melvyn Smith
Mr. Darrell Gaston
Mr. Reginald Mathis

Staff Present:

Mr. Thomas Gore – Strategist
Mr. Thomas Epps – Director, Student Services
Ms. Avril Crooks – Director, Instruction & Curriculum
Dr. BP Walker – Interim CEO & Chief Academic Officer
Mr. Devon Lesesne – Assistant, Strategic Engagement Officer
Ms. Ashley Mitchell – Chief of Staff

Others Present:

Jerry Konohia – Incoming CEO

2. Approval of the Agenda

Agenda approved. Moved by Darya Davis, Seconded by Ty'on Jones. Passes by unanimous vote.

3. Minutes

Meeting minutes approved. Moved by Ty'on Jones, Seconded by Reginald Mathis.

4. Committee Reports

A. Governance

Mr. Ty'on Jones:

- Communicates importance of board and assigned staff's attendance to upcoming Spring retreat. Briefly discusses outcomes of fall retreat (i.e. KPIs) to further emphasize

B. Finance Committee

Ramona Barber:

- Reviews monthly report (attached).

Ms. Ray asks where Google Data Analytics and SOAR income are represented in revenue. Action item: Review the budget to ensure total revenue includes GDAP and SOAR income.

Finance chair, Ramona Barber, moves to approve the “Time for Change” contract (EMT Services). Darya Davis asks if “Time for Change” has a good track record. Dr. BP Walker notes that they have a good track record with other health care programs and have been approved for EMT for a while, but had not instructed a class.

Monica Ray asks about the performance standards in the contract. Dr. Walker states the standards are in alignment with our current standards for all of our instructors. So there is attendance, retention, certification, credentialing, and the tabe assessment.

Ms. Ray reintroduces motion to approve the EMT contract. Seconded by Mike Austin. Approved via unanimous roll call vote. Ashley Mitchell to request signature of contract and upload to the HUB.

C. Personnel

Darya Davis:

- Moves to modify previously approved resolution confirming the start date of new CEO, Gerald Konohia, from February 17 to March 3, 2025. Seconded by Mr. Melvyn Smith. Approved by unanimous roll call vote.
- Discussion of two critically ill staff people, Mrs. NeTaushe Williams, HR Manager, and Ms. Danielle Mitchell, Business Manager. Discussion leads to the topic of single points of failure and how the organization is adjusting to mitigate that risk.
 - Ms. Ray asks Dr. Walker to share the organization’s response to finance team gaps:
 - Collecting data well in advance of the audit by creating audit readiness folder
 - Shared, secured document to maintain access to all critical systems/platforms on a need-to-know basis
 - Working with CPA to further refine processes once bills are paid (reconciliation and sign off)
 - Included an additional approver to maintain GAAP requirements
- Darya Davis thanks those who responded to the medical emergencies of the critically ill. Also thanked Dr. Walker for bringing in a counselor to support the wellness of those involved.

D. Space Planning Committee

Ms. Ray:

- Move-in date moved to March 14, 2025
- Delays outside our control (i.e. Washington gas).
- We’ve asked the team to expedite as many processes as are eligible. We are working to move our furniture into the building before we can occupy so that we can hit the ground running upon granting occupancy.
- Wants to fundraise concurrent to our ribbon cutting. Developing a fundraising list to seek \$25K per classroom.
- Looking to plan ribbon cutting for May.

- Presents on Friends of CCPREP (presentation attached) and entertains a motion to move the work forward.
 - Moved by Ramona Barber, seconded by Ty'on Jones. Unanimously approved via roll call vote.

5. New Business

None to report

6. Old Business

None to report

7. Comments and Adjournment

The meeting adjourned at 7:48 pm.