

**CORPORATION FOR EDUCATIONAL PARTNERSHIPS  
SPECIAL BOARD OF DIRECTORS MEETING MINUTES  
AUGUST 4, 2021 7:00 p.m.**

**I. Welcome and Call to Order**

Robin Henderson, presiding: Meeting called to order at 7:02 pm. MOTION: Lori Stokes, Seconded: Tripp Womble Vote: Approved by unanimous consent.

Members present: Robin Henderson, Kay Smith, Tripp Womble, Lori Stokes

Members absent: Gary Leonard.

Staff present: Lauren Grant, Interim Head of School

Ms. Henderson welcomed the participants and opened the meeting. A Quorum was established.

A motion was made to approve the Agenda. MOTION: Tripp Womble, Seconded: Lori Stokes  
Vote: Approved by unanimous consent.

**II. Update approval to slate of hires approved at last meeting on Tuesday, July 27, 2021.**

- a. List of names has been provided to Board with positions.
  - i. Greg Newkirk- Director of Operations & Security
  - ii. Heather Murray- MS Drama teacher
  - iii. Missi Harbaugh- MS ELA teacher
  - iv. Alaina Monroe- EC teacher
  - v. Donald Sanders- EC TA
  - vi. Andre Robinson- EC TA
  
- b. Approval of part-time administrative office position has been rescinded to fill position full-time.

**III. Approve New Hires.**

- a. 2 HS ELA teachers (Jeff Johnson and Charles Winstead)
- b. One HS Math teacher (Ben Mills)
- c. Front Office (Alicia Hatcher)

**IV. Present and Approve Handbooks for 2021-2022 School Year.**

- a. Staff Handbook- presented for review and approval.
- b. Student/Parent Handbook- still being reviewed by legal counsel. Will bring to next meeting.

A motion was made to approve the slate of new hires, amend the MS office position from part-time to full-time and to approve the Staff Handbook. MOTION: Kay Smith, Seconded: Lori Stokes  
Vote: Approved by unanimous consent.

#### **V. Present and Approve New MS Guidance Counselor Position**

Ms. Grant explained that a current associate who typically works in social work has been the MS guidance counselor. She presented to allow that associate to function as a social worker and to add a new separate position for a Middle School Counselor. The need is here based on students coming back onto campus after so much uncertainty and stress. MOTION: Kay Smith, Seconded: Lori Stokes  
Vote: Approved by unanimous consent.

#### **VI. Update on Open Positions.**

- a. 6<sup>th</sup> grade Math
- b. 8<sup>th</sup> grade ELA
- c. Head of School
- d. MS Principal
- e. MS Guidance Counselor (if approved)

#### **VII. Approval of New AlHR Partners Contract.**

The Board was presented with a new contract for the HR function of the school, AlHR Partners. The contract includes more hours per month than the previous one so AlHR can handle all of our hiring needs and contracts. The will allow the Finance Manager to eliminate any HR-related tasks going forward (outside of setting up payroll.) MOTION: Lori Stokes, Seconded: Kay Smith  
Vote: Approved by unanimous consent.

#### **VIII. Closed Session**

The Board went into closed session at 7:20 to discuss personnel matters. MOTION: Lori Stokes, Seconded: Kay Smith  
Vote: Approved by unanimous consent.

The Board returned to open session at 8:36.

#### **IX. Adjourn**

The meeting was adjourned at 8:36 by Robin Henderson. MOTION: Kay Smith, Seconded: Lori Stokes  
Vote: Approved by unanimous consent.