

**Minutes of (June) SPECIAL Board Meeting on Tuesday, June 17, 2025**

Location: 2407 Pisgah Rd, Florence

Upper School Conference Room

Posted Zoom Option: <https://zoom.us/j/98364827540>

# VIRTUS

## ACADEMY

CONSECTATIO EXCELLENTIAE

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d start time: 6:00 p.m.

|    | Name                       | Appointed or Elected | Current Term Expires | Office     | Remote | In-person | Absent | Arrived late | Departed early |
|----|----------------------------|----------------------|----------------------|------------|--------|-----------|--------|--------------|----------------|
| 1. | Dr. Tom Ducey              | elected              | 6/30/25              | Chair      |        | X         |        |              |                |
| 2. | Chief Carlos Washington    | appointed            | 6/30/26              | Vice Chair |        |           | X      |              |                |
| 3. | Mrs. Lindsay Privette      | elected              | 6/30/26              | Treasurer  | X      |           |        |              |                |
| 4. | Dr. Machell Sprauve        | elected              | 6/30/25              | Secretary  |        | X         |        |              |                |
| 5. | Ms. Meredith Cotton        | appointed            | 6/30/25              | Director   |        |           | X      |              |                |
| 6. | Mr. Scott Kozacki, ESQ     | appointed            | 6/30/25              | Director   |        | X         |        |              |                |
| 7. | Dr. Ron Roberts            | elected              | 6/30/26              | Director   |        |           | X      |              |                |
| 8. | Dr. Latoya Mitchell Hodges | appointed            | 6/30/26              | Director   |        |           | X      |              |                |
| 9. | Pastor Michael Cook        | elected              | 6/30/26              | Director   |        | X         |        |              |                |

**Administrators Present:**

Dr. Brian Carpenter, Executive Director  
 Ms. Jackee Johnston, Chief Operations Officer  
 Ms. Toni Brandt, Chief Academic Officer

**Authorizer representative(s):**

Mr. Vamshi Rudrapti, Chief Operations Officer, CIE

**Guests of the board:**

None

**Agenda****1. Establish quorum; call to order**

After establishing the presence of a quorum, Chair Ducey called the meeting to order at 6:00pm.

## 2. Approval of agenda

Chair Ducey after calling for amendments to the posted agenda and hearing none, the agenda was adopted by consensus.

## 3. Election Results Announced (two seats, effective July, 2025) and Board Appointment of board members (two seats, effective July 1, 2025)

Chair Ducey announced the winners of the elected seats: Mr. David Sanderson and Dr. Machell Sprauve

Director Kozacki moved to appoint Mr. Anthony Velasquez and Ms. Meredith Cotton to the two open appointed seats. Seconded by Secretary Sprauve. Motion carried.

## 4. Swearing in of board members (elected and appointed, effective July 1, 2025)

The two elected members were sworn in by Chair Ducey. Neither appointed members was present to be sworn in at that time.

## 5. 2025-26 Board Officer Elections

- a. Chair Ducey moved that Treasurer Privette be elected as board Chair. Seconded by Director Kozacki. Motion carried.
- b. Chair Ducey moved that Vice Chair Washington remain Vice Chair. Seconded by Secretary Sprauve. Motion carried.
- c. Chair Ducey moved that Director Sanderson be elected as board Treasurer. Seconded by Director Kozacki. Motion carried.
- d. Chair Ducey moved that Secretary Sprauve continue as Secretary. Seconded by Director Cook. Motion carried.

## 6. Executive Director's report (Dr. Carpenter's final report to the board)

Dr. Carpenter briefly discussed the Annual Risk Management Assessment which the Executive Leadership Team submitted to Directors Kozacki, Ducey and Privette via Docusign earlier in the day.

## 7. Sign Annual Disclosure Statements and the Director & Officer Code of Conduct

Chair Ducey stated he would have members sign their annual Disclosure Statements and the Director and Officer Code of Conduct paperwork on a later date.

## 8. Action Items

**a. Speech and Occupational Therapy (OT) service contracts; recommended for approval by management.** Chair Ducey moved that the board approve speech and Occupational Therapy service contract as recommended for approval by CAO Brandt. Seconded by Director Cook. Motion carried.

## 9. Hail & Farewell Ceremony, Refreshments

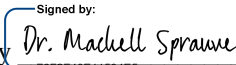
The four board members whose current term expires on 6/30 were presented with plaques in appreciation of their years of volunteer service to Virtus Academy.

## 10. Adjournment

Chair Ducey adjourned the meeting at 6:38 pm after a quorum was no longer present.

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Approved by the board, August 26, 2025.

Board Secretary  Signed by:  
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**Next Regular Meeting: August 26, 2025**

**The next REGULAR meeting is scheduled for August 26, 2025.**