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VIRTUS ACADEMY
CONSECTATIO EXCELLENTIAE

Minutes of (August) REGULAR Board Meeting on Tuesday, August 26, 2025

Location: 2407 Pisgah Rd, Florence
Upper School Conference Room
Posted Zoom Option: https://zoom.us/j/98364827540
Posted start time: 6:00 p.m.

	Name	Appointed or Elected	Office	Remote	In-person	Absent	Arrived late	Departed early
1.	Mrs. Lindsay Privette	elected	Chair		X			
2.	Chief Carlos Washington	appointed	Vice Chair		X			
3.	Mr. David Sanderson	elected	Treasurer		X			
4.	Dr. Machell Sprauve	elected	Secretary		X			
5.	Ms. Meredith Cotton	appointed	Director	X				
6.	Mr. Anthony Velazquez	appointed	Director		X			
7.	Dr. Ron Roberts	elected	Director	X				
8.	Dr. Latoya Mitchell Hodges	appointed	Director			X		
9.	Pastor Michael Cook	elected	Director	X				

Administrators Present:
Ms. Toni Brandt, Chief Executive Officer
Ms. Jackee Johnston, Chief Operations Officer
Mr. Chris Lewist, Chief Academic Officer

Authorizer representative(s):

Dr. Bill Roach, Chief of School Support (Remote)

Guests of the board:
Ms. Mary Allison Caudell, Turner & Caudell Esquire
Ms. Melissa Yutzy, Veris CPA (remote)

Agenda

1. Welcome/Opening ceremonies

   Chair Privette welcomed the Board.

2. Establish quorum; call to order

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

3. Approval of agenda

   Secretary Sprauve moved to approve the agenda as presented. The motion was seconded by Director Cotton and carried unanimously.

4. Public Comment

Mrs. Wilson and Mrs. McElroy addressed the Board regarding the importance of providing bus transportation for the athletic department.

5. Approval of Minutes:

a. Special Meeting on 06/17/25
b. Special Meeting on 08/12/25

After review of the June 17, 2025, and August 12, 2025, minutes, Director Cotton moved to approve both sets of minutes. The motion was seconded by Vice Chair Washington and carried unanimously.

6. Guest Discourse:

Dr. Bill Roach provided brief updates and expressed appreciation to the Board for their dedication to the school.

7. Report of any Correspondence from/to the authorizer unique to the school since the previous regular board meeting (L.Privette, T.Brandt).

No report.

8. Officer Reports

a. Board President

No Report.

b. Board Secretary

No Report.

c. Board Treasurer

Mr.Sanderson reported on the School's current financial standing.

9. Financial Report - Income Statement and Balance sheet as of 06/30/25 (Veris)

Ms. Yutzy presented the Income Statement and Balance Sheet as of June 30, 2025, and addressed questions from the group.

10. Executive Director's Report

Mrs. Toni Brandt presented her bi-weekly report to the board.

11. Board Committee configuration discussion.

a. Financial Oversight Committee
b. Risk Management Oversight Committee
c. Governance Committee

Chair Privette opened the floor for committee nominations. Chair Privette and Director Hodges were nominated to the Governance Committee; Vice Chair Washington and Director Velazquez were nominated to the Risk Management Oversight Committee; and Secretary Sprauve, Director Cotton, Treasurer Sanderson, and Director Roberts were nominated to the Financial Oversight Committee. With no objections raised, Chair Privette confirmed the appointments as presented.

12. New Business

A. Updates to Employee Handbook

a. Grievance Policy

Secretary Director Sprauve moved to accept the item as presented, authorize its inclusion in the Employee Handbook, and permit the CEO to make non-substantive edits. The motion was seconded by Treasurer Sanderson and carried unanimously.

b. Sick Bank Policy

Chair Privette moved to adopt the Sick Leave Bank Policy as presented, authorize its inclusion in the Employee Handbook, and permit the CEO to make non-substantive edits. The motion was seconded by Vice Chair Washington and carried unanimously.

B. Bus Purchase Discussion.

Vice Chair Washington moved to direct the CEO to obtain information regarding the potential acquisition of an activity bus. The motion was seconded by Director Roberts and carried unanimously. Director Roberts reminded the Board that bus drivers are required to complete specific Department of Education training programs.

C. Canopy Construction over concrete Area at UC (quote included).

Vice Chair Washington moved to approve the execution of the Hubrich Construction quote in the amount of $91,133.70 for the Upper Campus lunchroom canopy project, with payment to be made from the restricted construction fund, and to authorize the CEO to proceed with Hubrich Construction to commence work. The motion was seconded by Director Cotton and carried unanimously.

D. Live Streaming Policy.

Chair Privette moved to adopt the Live Streaming Policy as presented in the provided materials. The motion was seconded by Secretary Sprauve and carried unanimously.

E. Bank Account Designation resolution.

Chair Privette moved to approve the Account Designation as presented. The motion was seconded by Director Cotton and carried unanimously.

13. Closed Session

a. Receipt of Legal Advice - FOIA

Director Cook moved to enter into closed session at 6:50 p.m. The motion was seconded by Treasurer Sanderson and carried unanimously. Upon conclusion, Chair Privette moved to return to open session. The motion was seconded by Treasurer Sanderson and carried unanimously.

14. Good of the School

Director Roberts commended Mrs. Toni Brandt, the assistant principals, and all teachers for ensuring an excellent start to the school year.

15. Adjournment

With the agenda concluded at 7:24 p.m., Director Cook moved to adjourn. The motion was seconded by Treasurer Sanderson and carried unanimously.

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Approved by the board on September 30, 2025.

Board Secretary Signed by: Dr. Machell Sprauve
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The next REGULAR meeting is scheduled for September 30, 2025.