



INLET GROVE COMMUNITY HIGH SCHOOL GOVERNING BOARD MEETING MINUTES

Date: October 07, 2025

Location: Inlet Grove Community Conference Room 102A

Time: 12:00 p.m.

I. Call to Order

The Governing Board meeting was called to order at 11:40 a.m. by Dr. Charles Woodard, Chairperson. A quorum was present.

II. Roll Call

Present:

- Dr. Charles Woodard, Chairperson
- Mrs. LaVoise Smith, Vice Chair
- Mr. Clarence Williams, Secretary
- Mr. Bill Washington, Treasurer
- Mr. Jim Pegg, Governing Board Member
- Mr. Francisco Lopez, Principal
- Ms. Monica Banks, Interim CEO
- Mr. Parkash Patel, Accountant
- Ms. Chan B. Abney, Human Resources Director
- Ms. Sheretta Hackett, Administrative Assistant

Attending via Google Meet:

- Dr. Emma Banks, CEO
- Dr. George Lockhart, Governing Board Member
- Mrs. Lonnie Martens, Governing Board Member
- Mrs. Annette Gardner, Financial Consultant
- Mr. Clotee Banks, Director of Facilities
- Ms. Hannah Rhea, Executive Sales Representative, Paycom

Absent:

- Mr. Danny Jones

III. New Facility and Location



The Board agreed that Mr. Jim Pegg would coordinate a meeting with Michael Burk and Joseph Sanches to discuss the signed Memorandum of Understanding (MOU) and the five-year plan for Inlet Grove Community Middle-High School. Further discussion is scheduled for the next board meeting.

IV. Approval of Agenda Items

1. Audit Report 2024–2025

The Board reviewed the Audit Report for fiscal year 2024–2025, noting financial stability and adherence to reporting standards.

- Motion to approve by LaVoise Smith
- Seconded by Jim Pegg
- Motion passed unanimously
Mr. Bill Washington requested that Mark Escoffery, CPA, and Craig Kahle, CPA, PA attend the next meeting on November 11, 2025, to address follow-up questions.

2. Budget Amendment 2025

- Motion to approve by Bill Washington
- Seconded by Jim Pegg
- Motion passed unanimously

3. Teacher Salary Increase Allocation (TSIA)

- Motion to approve by Jim Pegg
- Seconded by LaVoise Smith
- Motion passed unanimously

V. New Business

Payroll Services – Paycom Presentation

Ms. Hannah Rhea, Executive of Sales at Paycom, presented an overview of the company's payroll services. Principal Lopez informed the Board of issues with the current provider, Paymaster, including audit concerns and payroll inaccuracies. Inlet Grove is exploring alternative solutions. Paycom has agreed to move forward with a proposed two-year contract, with implementation targeted for December. Two additional quotes are expected from Paymaster and Paychex to assist in the evaluation process.



Charter School Conference

Interim CEO, Ms. Monica Banks, announced the upcoming conference dates:
October 14–16, 2025.

School Recognition Funds

Ms. Banks shared that a faculty discussion occurred regarding the allocation of School Recognition Funds. A teacher-led committee will draft a proposal to be presented at the next meeting on **November 11, 2025.**

Staffing Shortages

Principal Lopez reported vacancies for the following roles:

- ESE Teacher
- Bio Science Teacher
- Social Studies Teacher
- Culinary Instructor
- Security Guard

School Updates

- **Media Coverage:** Inlet Grove was featured on **WFLX Fox Weather News** regarding hurricane preparedness.
- **Enrollment:** Current student count is **860.**
- **Cheerleading:** The cheer team is advancing to **Regionals.**

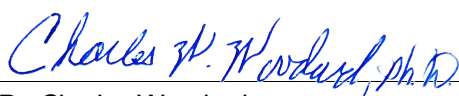
Marketing and Recruitment

The **School Board Showcase** is scheduled for **October 28, 2025**, from **4:00 PM to 8:00 PM** at the **Fairgrounds**. The event will spotlight school programs and community engagement.

VI. Adjournment

The meeting concluded at **2:05 p.m.**

Further discussions on the Audit Report and New Facility/Location are scheduled for the next meeting on **November 11, 2025.**



Dr. Charles Woodard
Board Member Approving Signature

10/20/2025

Date