



Richmond College Prep Schools

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The Richmond Elementary School, Inc.
Regular Meeting of the Board of Directors
Thursday, August 21, 2025, 5:00 PM
1014 Florida Avenue, Richmond, CA 94804
Zoom Meeting ID: 391 704 8254
Password: rcp

Board Members

Neville Richardson, Chairman

Mateus Chavez, Vice Chair

Lance Jackson

Roburta Burroughs-Massenat

Brianna Young

Staff

Dr. Keisha Prier, CEO

Maria Trejo, Director of Operations

1.0 Call to Order (5:00 p.m.)

2.0 Roll Call/Attendance (5:00 p.m.)

3.0 Public Members Who Wish to Address the Board of Directors (5:00 p.m.)

4.0 Approve Minutes for June 26, 2025 (5:05 p.m.)

5.0 Discussion Items (5:10 p.m.)

5.1 Edtec Financial Report - Jessica Hoffert will provide a detailed review of the school's financial health, including budget performance, expenses, revenue streams, cash flow status, and projections for future financial planning.

5.2 Miscellaneous Contracts: Review key contracts, which may include insurance, Special Education, janitorial services, EdTec, and more. Major contracts will be provided to the Board for review.

5.3 Executive Session (Closed Session): The board will enter into an executive session (closed session) to discuss confidential matters, including personnel, legal, or other sensitive issues that require privacy. No action will be taken during this session unless otherwise stated.

6.0 CEO Report (5:30 p.m.)

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

SPECIAL PRESENTATIONS MAY BE MADE

Notice is hereby given that, consistent with the requirements of the *Bagley-Keene Open Meeting Act*, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the *Rehabilitation Act of 1973* and the *Americans with Disabilities Act of 1990*, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Richmond Elementary School, 1014 Florida Ave., Richmond, CA 94804; Telephone, (510) 235-2066; fax (510) 778-1334.

FOR MORE INFORMATION

For more information concerning this agenda, please contact Richmond Elementary School, 1014 Florida Ave., Richmond, CA 94804; telephone (510) 235-2066; fax (510) 778-1334.