

**Agenda – Open Session  
Meeting of the Board of Directors  
Pine Lake Preparatory, Inc.  
Wednesday, November 14<sup>th</sup> 2018**

**Invited:** Sarah Phillips, Sara Thomas, Marianne Umphlett, Pamela Frost-Shirley, Bill Aull, Jeremy Shook, Emily Fowler, Brendan Kelly, and Jason Yanni

**Attendees:** Sarah Phillips, Sara Thomas, Marianne Umphlett, Pamela Frost-Shirley, Bill Aull, Jeremy Shook, Emily Fowler, Brendan Kelly, and Jason Yanni

**Absent:** N/A

**School Leadership Present:** Andrew Mocerri, Tim Hoffman, Sherri Fletcher, Shelly Sims, Sam Ranallo, Lori Reuter, Anna Drury

**1. Call to Order and Attendance (6:32 pm)**

- 2. Conflict of Interest Reminder per NCGS 138A-15(e):** *In accordance with the State Government Ethics Act, 138A-15(e), it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict. Does any Board member have any known conflict of interest or appearance of conflict with respect to any matters coming before the Board today? If so, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.*

*No Conflicts*

**3. Public Comment (6:33 pm)**

*No*

**4. Approval of Meeting Minutes (6:34 pm)**

- a. Approval of Open Session Meeting Minutes from October 24<sup>th</sup>
- b. Approval of Executive Session Meeting Minutes from October 24<sup>th</sup>

*Move to motion made by: Sarah Phillips*

*Second motion made by: Sara Thomas*

*Motion Passed: Yes - Unanimously*

*Any one abstained: Brendan Kelly and Marianne Umphlett were not present*

**5. Public Comment Policy (For Approval) – Sarah Philips (6:35 pm)**

*Motion to approve the public comment policy*

*Move to motion made by: Sarah Phillips on behalf of the Governance Committee*

*Second motion made by: Jeremy Shook*

*Motion Passed: Yes - Unanimously*

*Any one abstained: Brendan Kelly and Marianne Umphlett were not present*

**6. Administrative Matters (6:37 pm)**

- a. Monthly Financial Report – Sherri Fletcher and Andrew Mocerri (10 minutes)
  - i. Annual Audit Update

*Reviewed and discussed the annual audit and current financial position.*

ii. October 2018 Dashboard

*Reviewed and discussed the dashboard and attendance of students during the first quarter of the school year.*

iii. October 2018 Capital Campaign

*Discussed current state of the capital campaign and the expected funds for the remainder of the year. Also, discussed possible options to raise additional funds.*

b. AOP Progress Update – Andrew Mocerri – (25 minutes)

*Reviewed progress related to key points within the annual operating plan including:*

- *Goal #1, Objective 1.1 - Development of KPI's*
- *Goal #2, Objective 2.1 – Develop a Social Emotional Learning Team*
- *Goal #1, Objective 1.5 – Reevaluate the Senior Pride Project*

*Discussed success of core values implementation.*

c. Fundraising Plan and Timeline – Emily Fowler, Andrew Mocerri and Anna Drury (20 minutes)

*Discussed and Reviewed the Fundraising Plan for the 2018-2019 school year in detail.*

**7. Executive Session (7:50 pm):** Motion to move into Executive Session b. § 143-318.11(a)(6) *To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.*

*Move to motion made by: Sarah Phillips*

*Second motion made by: Bill Aull*

*Motion Passed: Yes*

*Any one abstained: No*

**8. Resumed Open Session (8:08 pm):** *I move that the minutes of the closed session held on (10/24/18) be withheld from public inspection in order to protect and preserve the purpose of such closed session, pursuant to section 143-318.10(e) of the Open Meetings law.*

*Move to motion made by: Sarah Phillips*

*Second motion made by: Sara Thomas*

*Motion Passed: Yes*

*Any one abstained: No*

**9. Vote as needed based on items in Executive Session (8:09 pm).**

*Motion to approve partial payment of MICP to be distributed in December*

*Move to motion made by: Sarah Phillips*

*Second motion made by: Jason Yann*

*Motion Passed: Yes*

*Any one abstained: No*

**10. Adjourn (8:11 pm)**

*Motion to adjourn meeting*

*Move to motion made by: Sarah Phillips*

*Second motion made by: Jeremy Shook*

*Motion Passed: Yes*

*Any one abstained: No*