

**Minutes – Open Session
Meeting of the Board of Directors
Pine Lake Preparatory, Inc.
Wednesday, October 24th 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, Laurie Schatz, Joe Webb, Sam Ranallo, Lori Reuter, Sherri Fletcher, and Tim Hoffman

1. Call to Order and Attendance (6:31 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.*

Conflicts noted: No

3. Public Comment (6:33 pm)

Public Comment: Yes

Tammy Phillips addressed the Board to share her son's positive experience at Pine Lake Preparatory.

4. Approval of Meeting Minutes (6:36 pm)

- a. Approval of Open Session Meeting Minutes from September 26th.

Move to motion made by: Sarah Phillips

Second motion made by: Emily Fowler

Motion Passed: Yes – Unanimously except for abstentions

Any one abstained: Sara Thomas

5. Administrative Matters (6:39 pm)

- a. Monthly Financial Report – Sherri Fletcher and Andrew Mocerri (35 minutes)

- i. Budget Amendment (For Approval)

1. Reforecast

Reviewed revenue and expense budget changes in detail as well as progress towards financial goals including cash-on-hand.

2. Staff Increases

Discussed and reviewed NC teacher pay scale and rationale for recommended staff increases.

Motion to approve the budget reforecast including staff increases

Move to motion made by: Sarah Phillips

Second motion made by: Pamela Frost-Shirley

Motion Passed: Yes - Unanimously

Any one abstained: No

Reviewed and discussed September financial dashboard.

Discussed possible grant opportunities.

ii. September Capital Campaign

Discussed capital campaign funds already realized compared to budget. Reviewed projects that will have realized funds by the next board meeting.

b. Policy Update – Andrew Mocerri – (10 Minutes)

i. Public Comment Policy

Sarah Phillips gave an update. Comments were given during the posting period, so the Governance Committee will review and consider those comments and bring a recommendation to the board during the November meeting.

c. Beginning Teacher Support Program (For Approval) – Laurie Schatz (10 minutes)

i. Beginning Teacher Support Program

Discussed and reviewed the support program and the changes that were made including the rationale for those updates.

Motion to approve the changes made to the Beginning Teacher Support Program

Move to motion made by: Sara Thomas

Second motion made by: Bill Aull

Motion Passed: Yes - Unanimously

Any one abstained: No

d. Charter Updates – Andrew Mocerri (5 minutes)

i. The Charter Amendments (Mission and Values) were approved by OSC and SBE

Gave update of approved charter amendment by OSC and SBE. Also, explained that this change was made as the second amendment to the charter and the process that was followed to make the changes.

- 6. Executive Session (7:25 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 - Unanimously
Any one abstained: No*

8. Resumed Open Session (7:48 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 - Unanimously
Any one abstained: No*

9. Vote as needed based on items in Executive Session (7:48 pm):

a. Motion to approve the Executive Director MICP for 2018-2019

*Move to motion made by: Sarah Phillips
Second motion made by: Sara Thomas
Motion Passed: Yes - Unanimously
Any one abstained: No*

10. Adjourned – 7:51

*Move to motion made by: Sarah Phillips
Second motion made by: Jason Gianni
Motion Passed: Yes - Unanimously
Any one abstained: No*