

**Minutes – Open Session
Meeting of the Board of Directors
Pine Lake Preparatory, Inc.
Wednesday, January 23rd 2019**

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, Sam Ranallo, Shelly Sims, Sherri Fletcher, Joe Webb, Laurie Schatz, and Brant Hyatt

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.*

No Conflicts

3. Public Comment (6:31 pm)

No

4. Board Business (6:32 pm)

a. Approval of Meeting Minutes

- i. Approval of Open Session Meeting Minutes from December 19th
- ii. Approval of Executive Session Meeting Minutes from December 19th

Move to motion made by: Sarah Phillips

Second motion made by: Marianne Umphlett

Motion Passed: Yes - Unanimously

Any one abstained: Brendan Kelly

b. Board Nominations Update – Pamela Frost-Shirley (10 minutes)

Discussed progress so far and future plans for 2019-2020 board nominations. Discussed current process and potential changes to that process. Reviewed and clarified sections of the current policy related to positions and timing of the elections.

Motion to approve the board application

Move to motion made by: Sarah Phillips

Second motion made by: Sara Thomas

Motion Passed: Yes - Unanimously

Any one abstained: No

5. Administrative Matters (6:54 pm)

- a. Good News – Tim Hoffman, Sam Ranallo, and Shelly Sims (10 minutes)

Shared and discussed accomplishments and good news at the Lower, Middle and Upper Schools as well as school wide achievements.

- b. Monthly Financial Report – Sherri Fletcher and Andrew Mocerri (20 minutes)

- i. December 2018 Dashboard

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

Discussed and reviewed significant expenses anticipated during the remainder of the school year.

- ii. December 2018 Capital Campaign

Discussed current state of the capital campaign and the expected funds for the remainder of the year.

- iii. Lions Share Pledge Update(s)

Discussed the current state of the pledges and the plan to roll-out the campaign to the entire community including the various opportunities to pledge. The goal is to reach 100% participation of staff, board, and families.

- c. Campus updates/improvements and contributions from the Athletic Boosters and PTO – Andrew Mocerri – (5 minutes)

Reviewed the recent contributions from the Boosters and PTO that resulted in improvements and updates to PLP programs and facilities.

- d. Annual Operating Plan Update 2.0 – Andrew Mocerri and Leadership Team (15 minutes)

Reviewed and discussed the year-to-date progress toward the goals outlined in the annual operating plan related to the goals for Academic Excellence, Social/Emotional Learning, Pride Project, and Transition to PLP.

6. Executive Session (7:40 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: Sara Thomas

Motion Passed: Yes - Unanimously

Any one abstained: No

7. Resumed Open Session (7:56 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: Emily Fowler
Motion Passed: Yes - Unanimously
Any one abstained: No

8. Vote as needed based on items in Executive Session.

Motion to approve the hiring of Tracy Goodrum to fill the open bus driver position

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

9. Adjourn (7:59 pm):

Motion to adjourn meeting

Move to motion made by: Sarah Phillips
Second motion made by: Brendan Kelly
Motion Passed: Yes - Unanimously
Any one abstained: No