

**Minutes – Open Session  
Meeting of the Board of Directors  
Pine Lake Preparatory, Inc.  
Wednesday, July 24<sup>th</sup> 2019**

**Invited:** Sarah Phillips, Sara Thomas, Bill Aull, Katie Davidson, Pamela Frost-Shirley, Jeremy Shook, Emily Fowler, Jessica Bronzert and Jason Gianni

**Attendees:** Sarah Phillips, Sara Thomas, Katie Davidson, Pamela Frost-Shirley, Jeremy Shook, and Jason Gianni

**Absent:** Bill Aull, Emily Fowler, and Jessica Bronzert

**School Leadership Present:** Andrew Mocerri, Shelly Sims, Tim Hoffman, Sam Ranallo, Sherri Fletcher, and Kristen Sutek

**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 (6:35 pm)**

*No*

**4. Board Business (6:36 pm)**

- a. Introduction and welcome of new Board Members - Sara Thomas

*Introduced and welcomed the new Board Members.*

- b. Approval of Meeting Minutes – Sara Phillips and Jason Gianni

- i. Approval of Open Session Meeting Minutes from June 26<sup>th</sup>.

- ii. Approval of Executive Session Meeting Minutes from June 26<sup>th</sup>.

*Move to motion made by: Sara Thomas*

*Second motion made by: Pamela Frost-Shirley*

*Motion Passed: Yes - Unanimously*

*Any one abstained: Sara Thomas*

- c. Approval of Board Officers and Committee Format – Sara Thomas and Jason Gianni

*Discussed Board Officer positions and the candidates for those positions.*

*Motion to approve Sarah Phillips as Chairman, Jason Gianni as Vice Chairman, Bill Aull as Treasurer, and Jessica Bronzert as Secretary.*

*Move to motion made by: Sara Thomas*

*Second motion made by: Pamela Frost-Shirley*

*Motion Passed: Yes - Unanimously*

*Any one abstained: No*

*Discussed and finalized Board Committees for the 2019-2020 school year and the procedure for sharing interest in serving on the committees.*

*Motion to approve four committees for the 2019-2020 school year; Governance, Finance, Academic Excellence and Development and Community Outreach.*

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

d. Approval of Annual Operating Plan – Andrew Mocerì

*Discussed and reviewed the 2019-2020 Annual Operating Plan.*

*Motion to approve the 2019-2020 Annual Operating Plan*

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

**5. Administrative Matters (6:59 pm)**

a. Financial Business Updates/Legislation – Sherri Fletcher and Andrew Mocerì

*Discussed and reviewed the state's interim budget and the implications at this time until a final budget is passed. Discussed that this situation is not unprecedented and in past years it has been as late as October before a permanent state budget was finalized. Expected funding increases were also discussed.*

b. Review 2019-2020 Insurance Proposal (For Approval) – Andrew Mocerì

*Discussed and reviewed the insurance proposal.*

*Motion to approve the insurance proposal*

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

**6. Executive Session (7:19 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: Sara Thomas  
Second motion made by: Jeremy Shook  
Motion Passed: Yes - Unanimously  
Any one abstained: No*

**7. Resumed Open Session (7:41 pm):** *I move that the minutes of the closed session held on (7/24/19) 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: Sara Thomas*

*Second motion made by: Jason Yanni*

*Motion Passed: Yes - Unanimously*

*Any one abstained: No*

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

*Motion to approve the hiring pending background checks of Nalda Seidman – (LS) Part Time Spanish Associate, Cecilia Beckwith – (LS) Part Time Spanish Associate, Julia Figueroa – Middle School Spanish, Jessica Rinaman – Middle School Language Arts, Sean McCune – Upper School Social Studies Department, Cindy Mauro – Upper School Science Department, Mindy Williams – Lower School Exceptional Children’s Department, and Meg Cox – Part Time Exceptional Children’s Department,*

*Move to motion made by: Sara Thomas*

*Second motion made by: Pamela Frost-Shirley*

*Motion Passed: Yes - Unanimously*

*Any one abstained: No*

**9. Adjourn (7:45 pm)**

*Move to motion made by: Sara Thomas*

*Second motion made by: Pamela Frost-Shirley*

*Motion Passed: Yes - Unanimously*

*Any one abstained: No*