

**Meeting Minutes – Open Session  
Meeting of the Board of Directors  
Pine Lake Preparatory, Inc.  
Wednesday, January 22, 2020**

**Attendees:** Sarah Phillips, Jason Yanni (absent), Jeremy Shook, Pamela Frost-Shirley, Emily Fowler, Katie Davidson, Jessica Bronzert, Sara Thomas, Bill Aull (absent)

**Absent:**

**School Leadership Present:** Andrew Mocerri, Shelly Sims, Sam Ranallo, Tim Hoffman (absent), Sherri Fletcher

**1. Call to Order and Attendance:**

**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 noted*

**3. Public Comment:** None

**4. Board Business**

- a. Approval of Meeting Minutes – Sarah Phillips and Jessica Bronzert (5 minutes)
  - i. Approval of Open Session Meeting Minutes from the December 18th Open Session Meeting.

*Move to motion made by: Sarah Phillips*

*Second motion made by: Pamela Shirley*

*Motion Passed: Unanimous*

*Any one abstained: Sara Thomas*

**5. Administrative Matters**

- a. Monthly Financial Report
  - i. December 2019 Dashboard
  - ii. December 2019 Capital Campaign Update
- b. Legislative Update - General Assembly was unable to pass a budget. We will likely not have one passed this year or next due to political gridlock in Raleigh. Teacher pay raises and new construction money as well as many other programs are impacted. Example: the new NC School of Math and Science is on hold. However, some mini budgets have allowed for some programs to be funded. While state funding is tied up, local (LEA) money did come through.
- c. Approval of Staff Increases for the 2019-2020 School Year: \$323,445 was discussed and approved

*Move to motion made by: Sarah Phillips*

*Second motion made by: Pamela Shirley*

*Motion Passed: Unanimously*  
*Any one abstained: Jessica Bronzert (left meeting)*

- d. Approval of the purchase of Apple Macbook Air Refresh: PLP will purchase 1300 new Macbook Airs from Apple for \$1.3 million and obtain financing for five years. We will retain 30 of the newest Airs we have to use for loaners during future repairs

*Move to motion made by: Sarah Phillips*  
*Second motion made by: Emily Fowler*  
*Motion Passed: Unanimously*  
*Any one abstained: Jessica Bronzert (left call)*

- e. End of Grade/Course Growth Bonuses and AP Bonus Update - Bonuses have been paid
- f. Approval of the Contract with Education Resource Group (ERG) - Grant was approved to cover the cost. Grant was written by Lori Reuter. Nice work!

*Move to motion made by: Sarah Phillips*  
*Second motion made by: Jeremy Shook*  
*Motion Passed: Unanimously*  
*Any one abstained: Jessica Bronzert (left meeting)*

- g. Committee Updates (those not covered in regular business): See meeting folder for planning documents
  - i. Community Outreach (Sara Thomas)
  - ii. Academic Excellence (Jeremy Shook)
  - iii. Governance Committee (Sarah Phillips)
  - iv. Development Committee (Emily Fowler)

- 6. Executive Session:** 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: Jeremy Shook*  
*Motion Passed: Unanimously*  
*Any one abstained: Jessica Bronzert (left meeting)*

- 7. Resumed Open Session:** *I move that the minutes of the closed session held on (1/22/19) 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: Sarah Phillips*  
*Second motion made by: Jeremy Shook*  
*Motion Passed: Unanimously*  
*Any one abstained: Jessica Bronzert (left meeting)*

- 8. Vote on Executive Session Items:**

Approval of new staff member Karen Bailey (lower school associate)

*Move to motion made by: Sarah Phillips*  
*Second motion made by: Emily Fowler*  
*Motion Passed: Unanimous*  
*Any one abstained: Jessica Bronzert (left meeting)*

Approval of Executive Director Contract 2020/21 and 2021/ 2022 fiscal year, as amended by the board in closed session

*Move to motion made by: Sarah Phillips*  
*Second motion made by: Emily Fowler*  
*Motion Passed: Unanimous*  
*Any one abstained: Jessica Bronzert (left meeting)*

**9. Adjourn**

*Move to motion made by: Sarah Phillips*  
*Second motion made by: Emily Fowler*  
*Motion Passed: Unanimous*  
*Any one abstained: Jessica Bronzert (left meeting)*