

**Meeting Minutes – Open Session  
Meeting of the Board of Directors  
Pine Lake Preparatory, Inc.  
Wednesday, September 25<sup>th</sup>, 2019**

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

**Absent:** Bill Aull

**School Leadership Present:** Andrew Mocerri, Shelly Sims, Tim Hoffman, Sam Ranallo, Joe Webb

**1. Call to Order and Attendance (6:30 pm)**

- 2. Conflict of Interest Reminder per NCGS 138A-15(e): (6:31 pm)** *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.*

None noted.

**3. Public Comment**

None.

**4. Board Business (6:32 pm)**

- a. Approval of Meeting Minutes – Sarah Phillips and Jessica Bronzert (5 minutes)
  - i. Approval of Open Session Meeting Minutes from the August 28<sup>th</sup> Open Session Meeting.
  - ii. Approval of Open Session Meeting Minutes from the August 28<sup>th</sup> Closed Session Meeting.

Move to motion made by: Sarah Phillips

Second motion made by: Pamela Frost-Shirley

Motion Passed: Yes, unanimously

Any one abstained: No

- b. Program Spotlight - Aquaponics

Second year of the program

Allows students to understand clean farming and sustainable fish production

Biology, chemistry, math components

**5. Administrative Matters (6:50 pm)**

- a. Monthly Financial Report
  - i. June 2019 Recap (For Approval) - Re-approve the Year End Final Budget for the 2018-2019

Move to motion made by: Sarah Phillips

Second motion made by: Sara Thomas

Motion Passed: Yes, unanimously  
Any one abstained: No

- ii. August 2019 Dashboard (For Approval) - Approve new projected Cash Reserves at \$265,993

Move to motion made by: Sarah Phillips  
Second motion made by: Jeremy Shook  
Motion Passed: Yes, unanimously  
Any one abstained: No

- iii. August 2019 Capital Campaign Update

New budget goal of \$628,184. Dress down pass goal already met. Coffee chats with new families very successful so far.

- b. Good News

Three students in top two categories of National Merit scholarship program. School participated in Start with Hello through Sandy Hook Promise.

- c. Current School Enrollment Update (ADM)

Official school enrollment is 1874.

- d. School Performance Grade data

2018-2019 School Performance Grade is A.

- e. 2020-2021 School Year Calendar (For Approval) - Approve 2020-2021 School Year Calendar.

Move to motion made by: Sarah Phillips  
Second motion made by: Jason Yanni  
Motion Passed: Yes, unanimously  
Any one abstained: No

- f. Policy Review:

- i. Attendance Policy Update (For Discussion Only)

- ii. Student Concussion Management Policy (For Discussion Only)

- 6. 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: Jason Yanni  
Motion Passed: Yes, unanimously  
Any one abstained: No

7. **Resumed Open Session (8:15 pm):** *I move that the minutes of the closed session held on (9/25/19) 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: Jessica Bronzert  
Motion Passed: Yes, unanimously  
Any one abstained: No

8. **Vote as needed based on items in Executive Session. (8:16 pm)**

Motion to approve Katie Acorn to be hired as a part-time Lower School EC teacher.

Move to motion made by: Sarah Phillips  
Second motion made by: Jason Yanni  
Motion Passed: Yes, unanimously  
Any one abstained: No

Motion to approve 2019-2020 Management Incentive Compensation Plan (MICP) for Andrew Mocerri.

Move to motion made by: Sarah Phillips  
Second motion made by: Emily Fowler  
Motion Passed: Yes, unanimously  
Any one abstained: No

9. **Adjourn (8:20 pm)**

*Move to motion made by: Emily Fowler  
Second motion made by: Jeremy Shook  
Motion Passed: Yes - Unanimously  
Any one abstained: No*