Meeting Minutes – Open Session
Meeting of the Board of Directors
Pine Lake Preparatory, Inc.
Wednesday, May 27th, 2020

Attendees: Sarah Phillips, Jason Yanni, Jeremy Shook, Pamela Frost-Shirley, Emily Fowler, Katie Davidson, Jessica Bronzert, Sara Thomas, Bill Aull
Absent: n/a
School Leadership Present: Andrew Moceri, Sherri Fletcher, Shelly Sims, Jeff Burr, Sam Ranallo, Joe Webb, Kimberlee Strickford, Kristen Sutek

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

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.*

3. Public Comment: None.

4. Board Business (6:33pm)

a.) Approval of Meeting Minutes – Sarah Phillips and Jessica Bronzert (5 minutes)

1. Approval of Meeting Minutes from the April 23rd Open Session
2. Approval of the Meeting Minutes from the April 23rd Closed Session
3. Approval of Meeting Minutes from the May 13th Open Session
4. Approval of Meeting Minutes from the May 20th Open Session

Move to motion made by: Sarah Phillips
Second motion made by: Jason Yanni
Motion Passed: Yes, unanimously
Any one abstained: Bill Aull and Katie Davidson (May 13th); Jessica Bronzert (May 20th)

5. Financial Matters (6:38pm)

a.) April 2020 Dashboard.

b.) April 2020 Capital Campaign Update.

Reviewed April 2020 Dashboard and Capital Campaign updates.

c.) 2020-2021 Budget Update

Previewed the budget for next year and plans to mitigate potential state budget cuts.

d.) Approval of Rebecca Barr, CPA, PC to perform 2019-2020 Audit (For Approval)

Move to motion made by: Sarah Phillips
Second motion made by: Sara Thomas
Motion Passed: Yes, unanimously
Any one abstained: None

6. Administrative Matters (7:00pm)

a.) Good news

The board heard how end of year and graduation celebrations have successfully transitioned online.

b.) 2020-2021 School Calendar (For Approval)

Approved revised school calendar for 2020-2021 based on state requirements for e-learning days.

Move to motion made by: Sarah Phillips
Second motion made by: Emily Fowler
Motion Passed: Yes, unanimously
Any one abstained: None

d.) Remote Participation in Board Meeting Policy (For Approval)

Approved new policy guiding remote participation in board meetings.

Move to motion made by: Sarah Phillips
Second motion made by: Jessica Bronzert
Motion Passed: Yes, unanimously
Any one abstained: None

e.) Annual Board Retreat Update

Reviewed pre-work and draft agenda. The board retreat will be on June 24th at 5pm at PLP.

f.) Legislative Update

PLP need to create and approve a Remote Instructional Plan (RIP) and submit it to the state to ensure the quality of our e-learning plan.

7. 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.* ***(8:00pm)***

Move to motion made by: Sarah Phillips
Second motion made by: Jeremy Shook
Motion Passed: Yes, unanimously
Any one abstained: None

8. Resumed Open Session: *I move that the minutes of the closed session held on (3/25/2020) 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.* **(*8:25pm*)**

Move to motion made by: Sarah Phillips
Second motion made by: Pamela Frost-Shirley
Motion Passed: Yes, unanimously
Any one abstained: None

9. Vote on Executive Session Items: (8:26pm)

Motion to approve the hiring of Luis Nario-Malberg as an Upper School Math teacher and Danielle Russo as Upper School APES/Earth teacher.

Move to motion made by: Sarah Phillips
Second motion made by: Jessica Bronzert
Motion Passed: Yes, unanimously
Any one abstained: None

Motion to approve MICP payment and additional bonus for Andrew Moceri.

Move to motion made by: Sarah Phillips
Second motion made by: Sara Thomas
Motion Passed: Yes, unanimously
Any one abstained: Jessica Bronzert

10. Adjourn (8:30pm)

Move to motion made by: Sarah Phillips
Second motion made by: Emily Fowler
Motion Passed: Yes, unanimously
Any one abstained: None