

**Agenda – Open Session
Meeting of the Board of Directors
Pine Lake Preparatory, Inc.
Wednesday, August 26, 2020**

Attendees: Jason Yanni, Emily Fowler, Katie Davidson, Bill Aull, Jessica Bronzert (via Zoom), Caroline Mones, Ed Haynes, Lauren Millovitsch, Jeremy Shook

Absent: None

School Leadership Present: Andrew Mocerri, Sherri Fletcher

1. Call to Order and Attendance (6:32 pm)

This is the first in-person Board meeting since March and we utilized a Zoom webinar setting for the meeting.

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.*

There were no conflicts.

3. Public Comment (6:34 pm)

There was no public comment.

4. Board Business (6:35 pm)

1. Approval of Meeting Minutes- July 29, August 5 and August 19; Executive Session August 5

Move to motion made by: Jason Yanni

Second motion made by: Emily Fowler

Motion Passed: Yes

Any one abstained: Caroline Mones and Bill Aull abstain from 8/19, Jessica Bronzert abstains from 8/5, Jeremy Shook abstains from 7/29 and 8/5

5. Committee Discussion and Assignments (6:38 pm)

The officer and committee slate are in Dropbox and Jason confirmed that the Board has reviewed the committee assignments. It would be great if there is a cadence around the meetings for the next year and have dates lined up for the year along with goals. The Governance Committee needs to meet in September to go over policy changes mandated by new law.

Governance:
Jason Yanni, Chair
Katie Davidson
Emily Fowler
Lauren Millovitsch

Academic Excellence
Jeremy Shook, Chair
Emily Fowler
Ed Haynes
Caroline Mones

Finance
Bill Aull, Chair
Lauren Millovitsch
Jason Yanni

Development & Community Outreach
Jessica Bronzert, Chair
Ed Haynes
Caroline Mones

6. Financial Matters (6:40 pm)

Sherry went over the below financial documents with the Board. The school now has 91 days cash on hand in reserves. It's been a financial goal to have at least 90 days cash on hand for more favorable loan terms should the school want to borrow money.

1. Monthly Financial Report
2. June 2020 Year End Dashboard.
3. July 2020 Dashboard
4. Capital Campaign Update

7. Administrative Matters (6:57 pm)

1. Start of the 2020-2021 School Year Update
 - a. Andrew discussed the start of the school year. They had two trainings for staff: Social and Emotional Reintegration – accountable for themselves and their students and learning to support during the transition. Academically and mental health and wellness.
 - b. Legal updates and hot topics – political statements and social media and understand the risk as it pertains to social media on a personal organization level.
 - c. They held orientation events on campus, and they were very successful events.
 - d. Attendance has been very good (high 90s%) during the remote sessions and encouraged by the success on the platform.
 - e. The teachers have been on campus as early as August 5 and they are working from their classrooms. They continue to plan for an eventual move to a Plan B.
2. Paid Time Off/ Personal Leave Policy Suggested Update (For Consideration)
 - a. Andrew discussed a new draft policy and it will be posted for public comment for 30 days. It will be brought up for approval at the September board meeting.
 - b. The policy change is a reaction to the Families First Coronavirus Response Act and recommended by legal. They are eligible for 80 hours of paid leave at 2/3 pay.
 - c. If there are questions or comments, please send it to the Governance Committee.
3. Staff Retention Report/Update
 - a. Andrew gave a quick overview of the 2020 staff retention data.
4. Student Retention Report/Update
 - a. Andrew gave an overview of the 2020 student retention data.
 - b. The Board would like to see more information about why they are leaving and the demographics for those who are leaving (staff and students).
5. COVID-19 Metric Update and Discussion as it Relates to School Opening Plan
 1. Recommended Plan for Next 4 Week Cycle (for Approval)
 2. Andrew went over the priorities being considered: physical safety of staff and community, educational value and social and emotional support of our students, teachers and staff.
 3. The recommendations are that students in grades 6-12 will continue to work remotely through the first quarter – Friday, October 9. The earliest return date will be October 14. The decision about how to start the second quarter will be made September 28.
 4. K-5 will be revisited on September 17 with the hope of getting them in the classroom of September 28.
 5. Andrew discussed a COVID data dashboard for the website to communicate active cases in the PLP community and they need to develop metrics for when to go from Plan B to Plan C.

The Board voted to approve the COVID-19 recommendations. The recommendations are that students in grades 6-12 will continue to work remotely through the first quarter – Friday, October 9. The earliest return date will be

October 14. The decision about how to start the second quarter will be made September 28. K-5 will be revisited on September 17 with the hope of getting them in the classroom of September 28.

Move to motion made by: Jason Yann
Second motion made by: Jeremy Shook
Motion Passed: yes
Any one abstained: none

8. Motion to Adjourn (8:15 pm)

Move to motion made by: Jason Yann
Second motion made by: Katie Davidson
Motion Passed: yes
Any one abstained: none