

**Board of Directors Monthly Meeting
Pine Lake Preparatory, Inc.
Wednesday, January 26, 2022 at 6:30 PM**

Attendees: Bobby Peterson, Lauren Millovitsch, Fred Shilmover, Jason Yanni, Brie Leggat Johnson, Caroline Mones, Eduardo Haynes, Katie Davidson, Jessica Bronzert (online)

Absent: None

School Leadership Present: Shelly Sims, Lori Reuter, Tim Hoffman, Andrew Mocerri, Sherri Fletcher, Brant Hyatt, Joe Webb

1. Call to Order and Attendance (6:30 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. Mission, Vision, and Values Moment (6:37 pm) (Jessica Bronzert)

Mission- Pine Lake Preparatory prepares students for college and a purposeful life.

Vision- The Pine Lake Preparatory community fosters an academically rigorous environment that enables everyone to lead a purposeful life founded on equity, inclusivity, and justice.

Community Values- Perseverance, Respect, Integrity, Driven to Excellence, and Empathy

4. Public Comment (6:37 pm)

No public comment

5. Student Spotlight (6:38 pm) Aquaponics in Developing Nations (Abbie Wooley and Meila Hamm)

6. Board Business (6:58)

a. Approval of Meeting Minutes -

Motion to approve the minutes from the annual meeting on 12/1/21

Move to motion made by: Jason Yanni

Second motion made by: Lauren Millovitsch

Motion passed: Yes

Anyone abstained: Fred Shilmover, Bobby Peterson, and Brie Leggat Johnson

Motion to approve the minutes from the monthly meeting on 12/15/21 (open)

Move to motion made by: Jason Yanni

Second motion made by: Lauren Millovitsch

Motion passed: Yes

Anyone abstained: Caroline Mones

Motion to approve the minutes of the called meeting on 1/13/22 (open and closed).

Move to motion made by: Jason Yanni

Second motion made by: Lauren Millovitsch

Motion passed: Yes

Anyone abstained: Bobby Peterson and Eduardo Haynes

- b. Board Elections and Nominations Process Update
 - Elected positions- Lower, Middle, and Upper Schools elections (must have a student in the school for which you are applying for the 2022-2023 school year)
 - Appointed positions- appointed by the board
 - All current members with the exception of Jason Yanni are eligible to apply for elected or appointed positions.
 - Required information session is Feb 2, 2022 at 6:30 pm via Zoom
 - A third party will handle the election process (same party who handles our lottery)
 - c. Committee Dashboard Review (Eduardo Haynes)
 - Dashboard created for monthly committee readouts
 - d. DEI Update (Eduardo Haynes)
 - Focus groups will be created
 - Searching for an external 3rd party to run the focus groups
 - e. Initial Uniform Policy Review (for feedback) (Lori Reuter)
 - Search of exemplar policies
 - Focus group of stakeholders- parents, upper school students, teachers, students, support staff, administrators, and board members (brought collected data)
 - Created a dress code philosophy aligned with mission, vision, and values
 - Changes- Gender neutral, positive tone, simplified, K-8 and 9-12 divisions, options added, ease of monitoring (by faculty/staff), ease of format, financial considerations
 - Community feedback will be accepted over the next 30 days
- 7. Financial Matters (7:25) (Sherri Fletcher)**
- a. Monthly Financial Report
 - b. December Dashboard
 - c. December Capital Campaign
 - d. Approval of staff increases for the 2021-2022 school year

Motion to approve up to \$340,000 in expenditure to support staff raises for the 2021-2022 school year.

Move to motion made by: Jason Yanni

Second motion made by: Katie Davidson

Motion passed: Yes

Anyone abstained: No

- e. Approval of HVAC system and install for the Lower School

Motion to approve Hickory Sheet Metal to replace the HVAC Units at the lower School (Summer 2022) at a cost of \$130,000. Funding will be provided via repair and replacement funds.

Move to motion made by: Jason Yanni

Second motion made by: Fred Shilmover

Motion passed: Yes

Anyone abstained: No

- f. Approval of Safety Grant Submission

Motion to approve the grant application to the North Carolina Department of Public Instruction (DPI) for Safety Equipment for Fiscal Year 2022.

Move to motion made by: Jason Yanni

Second motion made by: Eduardo Haynes

Motion passed: Yes

Anyone abstained: No

- g. ESSERIII Grant- Definition of Instructional Support & COVID Training

Motion to approve the definition of *qualifying personnel* for the bonus to be consistent with the Department of Public Instruction's definition: "Those who are required to be paid from legislated salary schedules."

Move to motion made by: Jason Yanni

Second motion made by: Caroline Mones

Motion passed: Yes

Anyone abstained: No

- h. Motion to approve that Pine Lake's health trainings on COVID-19 and technology trainings for the implementation of remote instruction meet the legislative criteria for the grant: "Address the mitigation of COVID-19 in public schools, learning loss resulting from the COVID-19 pandemic, or virtual instruction needed because of COVID-19 pandemic."

Move to motion made by: Jason Yanni

Second motion made by: Fred Shilmover

Motion passed: Yes

Anyone abstained: No

8. Administrative Matters (7:57)

- a. Lottery Update

- Lottery opened in Nov. 2021
- Lotteries (general and sibling) will be held in February

b. 2022-2023 School Year Calendar

Motion to approve the 2022-2023 academic calendar as it is in Dropbox

Move to motion made by: Jason Yanni

Second motion made by: Katie Davidson

Motion passed: Yes

Anyone abstained: No

c. COVID-19 Metrics and Operating Update

For Approval: As set forth by North Carolina Session Law 2021-130, the Pine Lake Preparatory Board of Education shall vote at least once a month on whether the masking policy should be modified

Motion to approve the masking policy as it currently stands (sections A, B, and C) until our next board meeting on February 23, 2022.

Move to motion made by: Jason Yanni

Second motion made by: Lauren Millovitsch

Motion passed: Yes

Anyone abstained: No

9. Executive Session (8:25 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: Jason Yanni

Second motion made by: Lauren Millovitsch

Motion passed: Yes

Anyone abstained: No

10. Resumed Open Session (9:25 pm): *I move that the minutes of the closed session held on (01/26/2022) 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: Jason Yanni

Second motion made by: Eduardo Haynes

Motion passed: Yes

Anyone abstained: No

11. Vote as needed basis on items in Executive Session

Motion to approve the contract as discussed during closed session

Move to motion made by: Jason Yanni

Second motion made by: Eduardo Haynes

Motion passed: Yes

Anyone abstained: No

12. Adjourn (9:27)

- a. Motion to adjourn.