

Board of Directors Monthly Open Meeting Minutes

Pine Lake Preparatory, Inc.

Wednesday, February 28th, 2024, at 6:30 PM

Upper School Seminar Room

Attendees: Fred Shilmover, Lauren Millovitsch, Caroline Mones, Bobby Peterson, Arlene Mu, Brie Leggat Johnson, Manish Jain (virtual) and Dorothy Powers Gorman (joined at 6:41 PM)

Absent: Eduardo Haynes

School Leadership Present: Andrew Mocerri, Shelly Sims, Sherri Fletcher, Jennifer Liberatore, Lauri Schatz, Sam Ranallo

1. Call to Order and Conflict of Interest Reminder per NCGS 138A-15(e) (6:30 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.

No Conflict. Dorothy Gorman confirmed no conflict at 6:50 PM.

2. Mission, Vision, and Values (6:32 PM)

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

Statement of Affirmation - At Pine Lake Preparatory, we recognize our collective responsibility to model growth and acceptance as we build a community of trust and courage. Each day, we strive to practice empathy through meaningful experiences and appreciation for each student, staff member, and family to create a sense of belonging for everyone in the PLP community.

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

3. Public Comment (6:35 PM)

Ryan O'Leary

4. Board Business (6:38 PM)

a. Approval of Meeting Minutes: 01.24.24 (For Approval)

Move to motion made by: Lauren Millovitsch

Second motion made by: Brie Johnson

Motion passed: Yes

Anyone abstained: Manish Jain, Fred Shilmover

b.) Approval of Closed Meeting Minutes: 01.24.24 (For Approval)

Move to motion made by: Lauren Millovitsch

Second motion made by: Brie Johnson

Motion passed: Yes

Anyone abstained: Manish Jain, Fred Shilmover

- c.) Board Committee Updates
- d.) Board Elections and Nominations Process and Timeline
- e.) Board Retreat Discussion and Date

5. Financial Matter (6:57 PM)

- a.) January 2024 Financial Dashboard
- b.) January 2024 Fundraising Dashboard
- c.) Landscaping Contract (For Approval)

Move to motion made by: Fred Shilmover

Second motion made by: Bobby Peterson

Motion passed: Yes

Anyone abstained: None

6. Administrative Matters (7:03 PM)

- a.) Good News
- b.) Summer Learning and Remedial Program Plan (For Approval)

Move to motion made by: Fred Shilmover

Second motion made by: Caroline Mones

Motion passed: Yes

Anyone abstained: None

- c.) 2023-2024 Lottery Update
- d.) Annual Operating Plan

7. Executive Session (7:30 PM)

Motion to move into Executive Session b. § 143-318.11(a)(3&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; or to consult with an attorney by the PLP Board of Directors in order to preserve the attorney-client privilege between the attorney and the Board, which privilege is hereby acknowledged.

Move to motion made by: Fred Shilmover
Second motion made by: Lauren Millovitsch
Motion passed: Yes
Anyone abstained: None

8. Resumed Open Session and Vote as Needed (8:00 PM)

- a.) Approve the hiring of upper school associate, Bridget Nolan

Move to motion made by: Fred Shilmover
Second motion made by: Lauren Millovitsch
Motion passed: Yes
Anyone abstained: None

- b.) Approve the hiring of bus driver, Charles “Chuck” Moore

Move to motion made by: Fred Shilmover
Second motion made by: Lauren Millovitsch
Motion passed: Yes
Anyone abstained: None

- c.) Approve the Executive Director’s employment contract

Move to motion made by: Fred Shilmover
Second motion made by: Lauren Millovitsch
Motion passed: Yes
Anyone abstained: None

- d.) Approve the Executive Director’s Management Incentive Compensation Plan (MICP), with the exception of the fundraising goals to be further discussed and approved by the Board.

Move to motion made by: Fred Shilmover
Second motion made by: Lauren Millovitsch
Motion passed: Yes
Anyone abstained: None

Motion to Adjourn (8:01 PM)

Move to motion made by: Fred Shilmover
Second motion made by: Lauren Millovitsch
Motion passed: Yes
Anyone abstained: None