

**Board of Directors Monthly Meeting Agenda**  
**Pine Lake Preparatory, Inc.**  
**Wednesday, November 20<sup>th</sup>, 2024, at 6:30 PM**  
Upper School Seminar Room

**Attendees:** Sarah Phillips (Chair); Fred Shilmover (Vice-Chair), Bobby Peterson (Treasurer), Chris Cody (Secretary) Dorothy Powers Gorman, Manish Jain, Brie Leggat Johnson, Arlene Mu, Bryan Thurtle-Schmidt

**Absent:** None

**School Leadership Present:** Andrew Mocerri, Sherri Fletcher, Shelly Sims; Jennifer Liberatore, Timothy Hoffman; Lori Reuter; Brant Hyatt

**1) Call to Order and Conflict of Interest Reminder (6:31 PM)**  
**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

**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 (6:32 PM)**

No public comments.

**4) Board Business (6:33 PM)**

a.) Approval of Meeting Minutes 10.23.24 (For Approval)

*Move to motion made by: Sarah Phillips*

*Second motion made by: Brie*

*Motion passed: Yes*

*Anyone abstained: Chris Cody, Dorothy Powers Gorman, Manish Jain, Bryan Thurtle-Schmidt*

b.) Approval of Meeting Minutes 10.23.24 (For Approval)

Motion to approve closed meeting minutes on 10.23.24 and withhold it from public view per § 143-318.10(e).

*Move to motion made by: Sarah Phillips*

*Second motion made by: Brie*

*Motion passed: Yes*

*Anyone abstained: Chris Cody, Dorothy Powers Gorman, Manish Jain, Bryan Thurtle-Schmidt*

- c.) Board Committee Update(s)
  - a. Finance Update
  - b. Fundraising Update
  - c. Academic Excellence Update
  - d. Governance Update
  - e. Construction Update

**5) Financial Matters (6:42 PM)**

- a) October 2024 Financial Dashboard
- b) October 2024 Fundraising Dashboard
- c) Annual On-Site Audit Update
- d) State Budget Update

**6) Administrative Matters (6:51 PM)**

- a.) Good News
  - a. Lower School
  - b. Upper School
  - c. Middle School
  
- b.) 2025-2026 School Year Calendar (For Approval)

*Move to motion made by: Sarah Phillips*

*Second motion made by: Brie Leggat Johnson*

*Motion passed: Yes*

*Anyone abstained: None*

- c.) Title I Parent and Family Engagement Policy (For Approval)

*Move to motion made by: Governance Committee*

*Motion passed: Yes*

*Anyone abstained: None*

- d.) Annual Operating Plan Update I

**7) Executive Session (7:22 PM)**

- a) Motion to move into Executive Session b. § 143-318.11(a). *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: Brie Leggat Johnson*

*Motion passed: Yes*

*Anyone abstained: None*

**8) Resumed Open Session (8:00 PM)**

- a) Motion that the minutes of the closed session held on (11/20/24) 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: Brie Leggat Johnson*

*Motion passed: Yes*

*Anyone abstained: None*

b) Board Business

- i) Vote to approve new hire

(1) Amanda White as a Teaching Assistant for Middle and Upper Schools

*Move to motion made by: Sarah Phillips*

*Second motion made by: Brie Leggat Johnson*

*Motion passed: Yes*

*Anyone abstained: None*

- ii) Management Incentive Compensation Plan Part A (For Approval)

*Move to motion made by: Sarah Phillips*

*Second motion made by: Brie Leggat Johnson*

*Motion passed: Yes*

*Anyone abstained: None*

- iii) Management Incentive Compensation Plan Part B (For Approval)

*Move to motion made by: Sarah Phillips*

*Second motion made by: Brie Leggat Johnson*

*Motion passed: Yes*

*Anyone abstained: None*

**9) Move to adjourn (8:02 PM)**

*Move to motion made by: Sarah Phillips*

*Second motion made by: Bryan Thurtle-Schmidt*

*Motion passed: Yes*

*Anyone abstained: None*