

**Board of Directors Monthly Meeting and Annual Board Retreat Open Meeting Minutes  
Pine Lake Preparatory, Inc.  
Wednesday, June 25<sup>th</sup>, 2025, at 6:30 PM  
Virtual Meeting**

**Attendees:** Sarah Phillips (Chair), Fred Shilmover (Vice-Chair), Chris Cody (Secretary), Dorothy Powers Gorman, Manish Jain, Brie Leggat Johnson, Bryan Thurtle-Schmidt, Matthew Belmont, Steve Beuge, Matt Dellinger, Ashton Watson, and Bill Aull

**Absent:** Bobby Peterson (Treasurer) and Arlene Mu

**School Leadership Present:** Andrew Mocerri, Sherri Fletcher, Shelly Sims, Jennifer Liberatore, Lori Reuter, Lauri Schatz, Timothy Hoffman, Kristen Sutek

**1) Call to Order and Conflict of Interest Reminder (6:32 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 (6:33 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 (6:34 PM)**

No public comments.

**4) Board Business (6:34 PM)**

a.) Approval of Open Meeting Minutes 05.21.25 (For Approval)

*Move to motion made by: Sarah Phillips*

*Second motion made by: Dorothy Powers Gorman*

*Motion passed: Yes*

*Anyone abstained: Brie Leggat Johnson*

b.) Approval of Closed Meeting Minutes 05.21.25 (For Approval)

*Move to motion made by: Sarah Phillips*

*Second motion made by: Dorothy Powers Gorman*

*Motion passed: Yes*

*Anyone abstained: None*

c.) 2025 - 2026 Board Officer Nominations/Elections (For Approval)

*Move to motion made by: Sarah Phillips*  
*Second motion made by: Bryan Thurtle-Schmidt*  
*Motion passed: Yes*  
*Anyone abstained: None*

d.) Affirm Committee Structure, Chairpersons, and Membership

*Move to motion made by: Sarah Phillips*  
*Second motion made by: Dorothy Powers Gorman*  
*Motion passed: Yes*  
*Anyone abstained: None*

e.) Approve Board Meeting Dates for 2025 - 2026 (For Approval)

*Move to motion made by: Sarah Phillips*  
*Second motion made by: Dorothy Powers Gorman*  
*Motion passed: Yes*  
*Anyone abstained: None*

f.) Approval of contracts for returning employees (For Approval)

*Move to motion made by: Sarah Phillips*  
*Second motion made by: Brie Leggat Johnson*  
*Motion passed: Yes*  
*Anyone abstained: None*

**5) Financial Matters (6:49 PM)**

- a) May 2025 Fundraising Dashboard
- b) May 2025 Financial Dashboard
- c) 2024 - 2025 Reforecast Update
- d) 2025 - 2026 Budget Forecast (For Approval)

*Move to motion made by: Sarah Phillips*  
*Second motion made by: Manish Jain*  
*Motion passed: Yes*  
*Anyone abstained: None*

- e) Approval of the Board Resolution authorizing the issuance of the 2025 Series Bond in aggregate principal amount not to exceed \$37,000,000, and authorizes the Executive Director, the Chairman, the President, the Vice-Chairman, the Vice-President and the Treasurer (each, an “Authorized Officer”) or any one or more of them acting alone, to execute and deliver on behalf of the School, School Documents and such other documents or agreements as may be necessary or desirable to evidence and support the financing. The Secretary of the Board or any Assistant Secretary thereof, is authorized and directed to attest the execution and delivery by an Authorized Officer of any promissory notes issued by the school. (For Approval)

*Move to motion made by: Sarah Phillips*  
*Second motion made by: Dorothy Powers Gorman*  
*Motion passed: Yes*  
*Anyone abstained: None*

- f) Approve the removal of Bobby Peterson (exiting Board Member), and Fred Shilmover (exiting Board Member) from banking authority. Simultaneously approve the addition of Dorothy Gorman and Bill Aull granting banking authority. (For Approval)

*Move to motion made by: Sarah Phillips*

*Second motion made by: Bryan Thurtle-Schmidt*

*Motion passed: Yes*

*Anyone abstained: None*

## **6) Administrative Matters (7:17 PM)**

- a) Approval of an engagement with ParentSquare to serve as our communication platform (For Approval)

*Move to motion made by: Sarah Phillips*

*Second motion made by: Fred Shilmover*

*Motion passed: Yes*

*Anyone abstained: None*

- b) Approval to engage Curlee Masonry to complete the work on the Middle School entryway for a sum of \$28,500 (For Approval)

*Move to motion made by: Sarah Phillips*

*Second motion made by: Fred Shilmover*

*Motion passed: Yes*

*Anyone abstained: None*

- c) Generative AI Policy (For Consideration)

- d) Pine Lake Preparatory - AI User Agreement (For Consideration)

## **7) Executive Session (7:28PM)**

- 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: Dorothy Powers Gorman*

*Motion passed: Yes*

*Anyone abstained: None*

## **8) Resumed Open Session (7:42 PM)**

- a) Motion that the minutes of the closed session held on (6/25/2025) 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: Dorothy Powers Gorman*

*Motion passed: Yes*

*Anyone abstained: None*

b) Board Business

i) Vote to approve new hires

- a. The hiring of Brittany Bell as 4th Grade Teacher in the Lower School.
- b. The hiring of Jamie Goodwin as 8th Grade Math Teacher in the Middle School
- c. The hiring of Jose Escobar as Spanish 1B/Immersion Teacher in the Middle School
- d. The hiring of Juliet Berger as 6th Grade Math Teacher in the Middle School

*Move to motion made by: Sarah Phillips*

*Second motion made by: Bryan Thurtle-Schmidt*

*Motion passed: Yes*

*Anyone abstained: None*

**9) Move to adjourn (7:43 PM)**

*Move to motion made by: Sarah Phillips*

*Second motion made by: Manish Jain*

*Motion passed: Yes*

*Anyone abstained: None*