

**Board of Directors Open Meeting Minutes
Pine Lake Preparatory, Inc.
Wednesday, July 30th, 2025, at 6:30 PM**

Attendees: Sarah Phillips, Dorothy Gorman, Chris Cody, Bryan Thurtle-Schmidt, Bill Aull, Matthew Belmont, Ashton Watson, Matt Dellinger, Steve Buege

Absent: None

School Leadership Present: Andrew Mocerri, Sam Ranallo, Sherri Fletcher, Brant Hyatt, Lori Reuter, Jennifer Liberatore, Shelly Sims, Dr. Timothy Hoffman, Meredith Miller

**1. Call to Order and Conflict of Interest Reminder (6:30pm)
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 (6:31pm)

3. Public Comment (6:32pm)

No public comments.

4. Board Business (6:33pm)

a.) Approval of Meeting Minutes (06.25.25)

- a. Move to motion made by: Sarah Phillips
- b. Second motion made by: Dorothy Gorman
- c. Motion passed: Yes
- d. Anyone abstained: No (note: only previous board members voted)

b.) Approval of Meeting Minutes (07.14.25)

- a. Move to motion made by: Sarah Phillips
- b. Second motion made by: Steve Buege
- c. Motion passed: Yes
- d. Anyone abstained: Bill Aull, Matthew Belmont, Matt Dellinger (all absent at 07.14.25 meeting)

c.) Welcome and Introduction of New Board Members:

- a. Bill Aull
- b. Matthew Belmont
- c. Steve Buege
- d. Matt Dellinger

- e. Ashton Watson
- d.) Reintroduction of Board Officers for 2024-2025:
 - a. Board Chair: Sarah Phillips
 - b. Board Vice Chair: Dorothy Gorman
 - c. Board Treasurer: Bill Aull
 - d. Board Secretary: Steve Buege

5. Financial Matters (6:35pm)

- a.) Property, Liability, Accident, and Workers' Compensation Insurance (For Approval).

Andrew Mocerri requested this matter be tabled for today; we are still waiting on pertinent information (quotes) for presentation to the Board. He plans to share at our next Board Meeting when the information is available.

- b.) ESEA Title IA Grant Submittal (For Approval);
- c.) IDEA Section 611 and 619 Grant Submittal (For Approval)
- d.) ESEA Title II Part A Grant Submittal (For Approval)
- e.) Title IV Part A Grant Submittal (For Approval)

After a brief discussion on the materials, a motion was made for approval to submit all of the above Grants (5a – 5d).

- a. Move to motion made by: Sarah Phillips
- b. Second motion made by: Ashton Watson
- c. Motion passed: Yes
- d. Anyone abstained: No

- f.) State Budget Update(s).

6. Administrative Matters (6:50pm)

- a.) Enrollment Update(s).
- g.) Staffing Update(s).
- c.) Welcoming staff and students back.
- d.) Generative AI Policy (For Consideration)
- e.) Pine Lake Preparatory - AI User Agreement (For Consideration)

After a brief discussion on the materials, a motion was made for approval of the Generative AI Policy and AI User Agreement (i.e., 6d – 6e).

- a. Move to motion made by: Sarah Phillips
- b. Second motion made by: Steve Buege
- c. Motion passed: Yes
- d. Anyone abstained: No

f.) Annual Operating Plan (For Approval).

- a. Move to motion made by: Sarah Phillips
- b. Second motion made by: Ashton Watson
- c. Motion passed: Yes
- d. Anyone abstained: No

7. Executive Session (7:27pm)

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.*

- a. Move to motion made by: Sarah Phillips
- b. Second motion made by: Dorothy Gorman
- c. Motion passed: Yes
- d. Anyone abstained: No

8. Resumed Open Session and Vote as Needed (7:50pm)

a) Board Business

- i. Motion to approve new hires
 - i. The hiring of Carlos Briceno to Lower School K-5 Spanish Teacher.
 - ii. The hiring of Jenna Sullivan to Lower School 2nd Grade Teacher.
 - iii. The hiring of Nicole Watts to Middle School 6th Grade English Teacher.
 - iv. The hiring of Katie Holly to Upper School English Teacher.
 - v. The hiring of Robin Megel to Upper School Math Inclusion Teacher.

- 1. Move to motion made by: Sarah Phillips
- 2. Second motion made by: Matthew Belmont
- 3. Motion passed: Yes
- 4. Anyone abstained: No

- ii. Motion to approve the MICP payout: Focus Areas 2 – Achieving Annual Operating Plan and Scenario 3 for Fundraising Goals

- 1) Move to motion made by: Sarah Phillips
- 2) Second motion made by: Dorothy Gorman
- 3) Motion passed: Yes
- 4) Anyone abstained: No

9) Move to adjourn (7:53pm)

- a. Move to motion made by: Sarah Phillips
- b. Second motion made by: Ashton Watson
- c. Motion passed: Yes
- d. Anyone abstained: No