

**Board of Directors Monthly Meeting Agenda**  
**Pine Lake Preparatory, Inc.**  
**Wednesday, November 19<sup>th</sup>, 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:** n/a

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

**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.

**2. Mission, Vision and Values (6:31pm)**

Mission - Pine Lake Preparatory prepares students for college, career, 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 belonging.

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

**3. Public Comment (6:32pm)**

No public comment.

**4. Board Business (6:33pm)**

**a) Approval of Open Meeting Minutes: 10.22.25 (For Approval)**

- a. Move to motion made by: Sarah Phillips
- b. Second: Dorothy Gorman
- c. Motion Passed: Yes
- d. Anyone abstained: Matthew Belmont (not at 10.22.25 session)

**b) Approval of Closed Meeting Minutes: 10.22.25 (For Approval)**

- a. Move to motion made by: Sarah Phillips
- b. Second: Dorothy Gorman
- c. Motion Passed: Yes
- d. Anyone abstained: Matthew Belmont (not at 10.22.25 session)

**c) Board Committee Updates**

- a. All committees met in advance of the monthly Board Meeting and reviewed in detail materials that will be reviewed at a higher level during today's meeting. The Finance and Governance Committee are bringing items forward during this meeting for Approval.

d) **Cell Phone Policy (For Approval)**

- a. In support of the approval, Andrew Mocerri noted we received one community comment in support of the policy. A motion to approve the cell phone policy.
  - i. Move to motion made by: Sarah Phillips
  - ii. Second: Steve Buege
  - iii. Motion Passed: Yes
  - iv. Anyone abstained: N/a

**5. Financial Matters (6:42pm)**

a.) **October 2025 Financial Dashboard**

- a. The group reviewed the prepared materials.

b.) **State Budget Update**

- a. Andrew Mocerri shared there is still not a State Budget, and it is unlikely to have one until February 2026. The group discussed the matter and impacts to regular operations (e.g., refreshed teacher salaries).

c.) **Request to move into Phase III Construction Documents with LITTLE (For Approval)**

- a. The group reviewed the prepared materials. The project requires Board Approval at each phase of the building process. A motion to approve the request to move into Phase III Construction Documents with LITTLE.
  - i. Move to motion made by: Steve Buege
  - ii. Second: Ashton Watson
  - iii. Motion Passed: Yes
  - iv. Anyone abstained: N/a

d.) **Cleaning Services (For Approval)**

- a. The group reviewed the prepared materials. Andrew Mocerri had Sam Ranallo, PLP Facilities Lead, to join the call and share the process to select YCP as the replacement Cleaning Services. A motion to approve the Cleaning Services change.
  - i. Move to motion made by: Sarah Phillips
  - ii. Second: Matt Belmont
  - iii. Motion Passed: Yes
  - iv. Anyone abstained: N/a

**6. Administrative Matters (7:04pm)**

a.) **2025-2026 School Year Calendar (For Approval)**

- a. The group reviewed the prepared materials and the calendar which was shared with the Board for consideration last month. A motion to approve the 2025-2026 School Year Calendar.
  - i. Move to motion made by: Sarah Phillips
  - ii. Second: Steve Buege
  - iii. Motion Passed: Yes
  - iv. Anyone abstained: N/a

b.) **Annual Operating Plan Review I**

- a. The group reviewed the in-flight projects re: Annual Operating Plan Review.
- b. Andrew Mocerri also acknowledged both the Lower and Middle school were recognized as U.S. News and World Reports Best Schools.

**7. Executive Session (7:40pm)**

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.*

- i. The group agreed to move into Executive Session
  1. Move to motion made by: Sarah Phillips
  2. Second: Dorothy Gorman
  3. Motion Passed: Yes
  4. Anyone abstained: N/a

#### **8. Resumed Open Session and Vote as Needed (8:12pm)**

- a. A motion to approve the New Hire of Charles Gandy, Bus Driver.
  - i. Move to motion made by: Sarah Phillips
  - ii. Second: Bryan Thurtle-Schmidt
  - iii. Motion Passed: Yes
  - iv. Anyone abstained: N/a
- b. A motion to approve the Executive Director Management Incentive Compensation Plan (MICP) Focus Area 1.
  - i. Move to motion made by: Sarah Phillips
  - ii. Second: Bill Aull
  - iii. Motion Passed: Yes
  - iv. Anyone abstained: N/a

#### **9. Meeting Adjourn (8:14pm)**

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