

Sarah M. Phillips

February 26, 2026

Dear PLP Board of Directors,

Enclosed please find my application to serve on the Board of Directors for Pine Lake Preparatory, including my resumé.

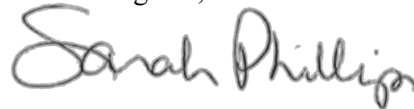
I would be honored to serve another year with this dedicated group of volunteers. I began Board service at Pine Lake Preparatory in 2016 and served as Vice Chair at the time that the Board selected Andrew Mocerri to serve as Executive Director and launched a strategic plan. I assumed the Chair role in the spring of 2018 and continued in that role until my term ended in June 2020. In 2024, I ran for election as the representative of the Upper School, and was voted by the Board to serve as Chair for the 2024-2025 and 2025-2026 school years.

To provide some background about me: my husband and I both graduated from Davidson College and we moved back to Davidson in 2009 when I accepted a job at the college, where I serve as Vice President and General Counsel. In my role, I oversee all legal affairs for the college and as a result have significant experience in education law and the legal and regulatory issues related to running a school. I also serve as an assistant secretary to the college's Board of Trustees and manage governance issues for the college. My background working with the college's Board has been an invaluable experience that helps shape my work on the PLP Board. Additionally, the Human Resources department, Equity and Compliance Office, and the Hurt Hub for Innovation and Entrepreneurship report to me, giving me management experience and an understanding of many of the operational aspects of running a nonprofit educational institution. Finally, as a member of the senior leadership team of the college, I am involved in strategic planning and risk management, as well as many of the business decisions, all of which inform my work as a Board member.

I am also the mother of four fabulous children. Our daughter Caroline is a junior at PLP, and our twin sons Matthew and Charles are in 9th grade and have been enrolled in the school's Spanish Immersion program since they started kindergarten. Our youngest son, James, is in kindergarten at PLP and also participating in the Spanish Immersion program. Our children have thrived at Pine Lake and we feel blessed and grateful that we get to be part of this community.

I would be happy to answer any questions you may have about my candidacy. Thank you for your consideration.

Regards,

A handwritten signature in cursive script that reads "Sarah Phillips".

Sarah Phillips

Sarah M. Phillips

Trusted strategic & legal executive with top-tier education and demonstrated ability to inspire & lead

PROFESSIONAL EXPERIENCE

DAVIDSON COLLEGE, Davidson, NC

2009 – Present

Vice President and General Counsel

Advisor & counsel to the President, Board of Trustees, and faculty & staff for over 16 years

- Provide legal counsel to Board of Trustees and all divisions of Davidson College with experience in a wide range of legal issues, including compliance with federal law, employment law, internal investigations, corporate governance, disability law, Division I athletics, intellectual property, and contract review
- Assistant Secretary to the Trustees of Davidson College with responsibility for Board meetings and leading Board initiatives, with a special focus on Board governance issues
- Member of Senior Leadership Team of the college, providing direct counsel and support to the President on the management of the college
- Manage division of Legal Affairs with responsibilities over: Legal Affairs, Human Resources, Hurt Hub for Innovation and Entrepreneurship, and Title IX and Section 504 Compliance
- Structure and negotiate business partnerships with new college partners
- Key contributor to crisis management and crisis communication efforts
- Chair or key member of college-wide teams, including:
 - Strategic planning and implementation
 - Emergency management
 - COVID response
 - Sexual misconduct
 - Budget
 - Operations
 - Innovation and entrepreneurship
- Coordinate initiatives and special projects for the President

BROOKS, PIERCE, MCLENDON, HUMPHREY & LEONARD, LLP, Greensboro, NC

2006 –2009

Attorney

- Rated top associate each year at a best-in-class regional law firm providing comprehensive strategic counsel and innovative solutions to business clients
- Civil litigator with a focus on complex litigation and experience in commercial litigation, professional malpractice, construction law, administrative proceedings, appeals, mediations and arbitrations, and electronic discovery
- Experience managing litigation teams and overseeing large document productions

Z. SMITH REYNOLDS FOUNDATION, Winston-Salem, NC

2001-2003

Fellow

- Highly selective fellowship for private foundation committed to improving the lives of North Carolinians

EDUCATION

Juris Doctor with Highest Honors

2006

University of North Carolina School of Law

- *North Carolina Law Review*: North Carolina Issue Editor 2005-06; staff 2004-05
- James Davis Law Scholarship, 2005-06; Russell J. Kirby Public Service Scholarship, 2003-06
- Dameron Scholarship for outstanding performance as a first-year law student, 2004
- 2004 Gressman-Pollitt Advocacy Award recipient for outstanding oral advocacy
- Volunteer Income Tax Assistance Program and Community Legal Project volunteer

Bachelor of Arts with Honors, *Magna Cum Laude*

2001

Davidson College

- Phi Beta Kappa
- Awarded four academic scholarships
- Max Jackson Award recipient for displaying excellence in Art History, 2000

PROFESSIONAL ACTIVITIES AND PUBLICATIONS

- Member of National Association of College and University Attorneys (NACUA) 2010-present; Presenter for Continuing Legal Education program on Diversity in Hiring (2020); Elected member of the 2015-16 and 2016-17 NACUANOTES Editorial Board
- North Carolina Bar Association Leadership Academy, a highly selective, year-long leadership training (2013)
- *The Practitioner's Corner*, NCBA Education Law Section Newsletter, Vol. 25, No. 1 (2012)
- Comment: *Discovery of Electronic Data Under the Proposed Amendments To the Federal Rules of Civil Procedure*, 83 N.C. L. REV. 984 (2005)
- Recent Development: *Not-So-Secret Secrets? The State of the Attorney-Client Privilege in North Carolina*, 83 N.C. L. REV. 1591 (2005)

VOLUNTEER ACTIVITIES

- Chair (2024-2026; 2018-2020) and Vice Chair (2016-2017) of the Pine Lake Preparatory Board of Directors
- Member of the oversight committee for the Davidson College Presbyterian Church Preschool (2021-present)
- Member of Young Men's Service League (2025-present)
- Co-facilitator and student mentor for Leadership Davidson Program (2016-2017)
- Board member of Health Reach Clinic (2009-2010)