

**Minutes – Open Session
Meeting of the Board of Directors
Pine Lake Preparatory, Inc.
October 26 ,2016**

BOD MEMBERS PRESENT: Eric Stachowski, Aaron Petrosky, Mark Foley, Bill Farnsworth, Sara Thomas, Nancy Kuechler, Kurt Wooley, Pam Frost-Shirley and Sarah Phillips.

ADMIMISTRATION PRESENT: Chris Terrill, Andrew Mocerri, Shelly Sims, Tim Hoffman, Kristen Sutek, Sherri Fletcher, Brant Hyatt and Chris Scholl

i.6:30 p.m. Call to Order and Attendance – Kurt Woolley, Chair - 6.31 p.m.

ii.Conflict of Interest Reminder per NCGS 138A-15(e) – 6:31 p.m.

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 conlict noted**

iii.Public Comment – 6:32 p.m.

i. No public comments

iv.Board Training – Kurt Woolley and Nancy Kuechler – 6:33 p.m.

i. Discussed the use of Dropbox to share folders and requested the committee chairs to send brief reports to the board prior to BOD meetings.

v.Approval of Meeting Minutes – 6:34 p.m.

i. Nancy Kuechler made the motion to approve the Open Session Meeting Minutes for the September 28, 2016 BOD meeting

i. Sarah Phillips seconded the motion

ii. Motion was unanimous

ii. Nancy Kuechler made the motion to approve the Executive Session Minutes for the September 28, 2016 BOD meeting

i. Sarah Phillips seconded the motion

ii. Motion as unanimous

***** Board member Pam Frost-Shirley arrived at the BOD meeting at 6:36 p.m. and the Conflict of Interest Reminder was read. No conflict noted.**

vi.Administrative Matters and Committee Updates – 6:37 p.m.

a. Monthly Financial Report was presented by Sherri Fletcher

b. Chris Terrill presented the proposed Academic Calendars for 2017-2018 and 2018-2019.

a. Bill Farnsworth made the motion to approve the Academic Calendar for 2017-2018 and 2018-2019

b. Mark Foley seconded the motion

c. Motion was unanimous

- c. Review of the Technology Strategic Goals presented by Chris Terrill
- d. Committee Updates
- iii. Academic Excellence presented by Mark Foley
- iv. Community Outreach presented by Nancy Kuechler
- v. Capital Improvement and Finance Committee presented by Aaron Petrosky

vii. Executive Session – 7:29 p.m.

- a. Motion to move into Executive Session
- b. § 143318.11(a)(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.
 - a. Sarah Phillips made the motion to go into Executive Session
 - b. Sara Thomas seconded the motion
 - c. Motion was unanimous

viii. Resume Open Session and Motion to Seal Minutes of Closed Session – 8:03 p.m.

Nancy Kuechler moved that the minutes of the closed session held on (date) 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.

- i. Bill Farnsworth seconded the motion
- ii. Motion was unanimous
- iii.

IX. Sarah Phillips moved that we hire Scott Fizgibbons as Custodian and Jenny Archis as a US Biology and Chemistry Teacher – 8:04 p.m.

- I. Sara Thomas seconded the motion
- ii. Motion was unanimous

x. Adjournment – 8:05 p.m.

xi. FYI: Upcoming Events

- a. PLP Board Meetings (*location is Upper School unless otherwise noted*):
 - i. Next Meeting – Wednesday, November 16, 2016 at 6:30

**Minutes respectfully submitted by Nancy Kuechler Pine Lake BOD secretary.