

Pine Lake Preparatory Board of Directors Open Meeting Minutes

November 18, 2015

PLP BoD Present: Tara Bain, Bill Farnsworth, Aaron Petrosky, Scott Broermann, Nancy Kuechler, Kurt Woolley, Angela Young

PLP BoD Absent: Brian Hochman, Eric Stachowski

PLP Administration Present: Chris Terrill, Ginger Lusty, Chris Scholl, Shelly Sims

Location: Upper School Room 108

I. **Call to Order** – (6:31 p.m.)

Meeting called to order by chair.

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

Chair reads Conflict of Interest Reminder per N.C. “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.”

Chair asks if any member has a conflict with any issues before the board this evening.

- *No conflicts noted.*

III. **Public Comment** (6:31 p.m.)

- *None.*

IV. **Approval of Meeting Minutes** (6:32 p.m.)

➤ *Woolley makes a motion to approve open-session minutes from 10/28/2015 as presented.*

- *Motion seconded by Young.*

- *Motion approved unanimously.*

V. **Administrative Matters and Committee Updates** (6:35 p.m.)

a. Finance Committee – Chris Terrill / Ginger Lusty / Aaron Petrosky

i. Ginger presented New Dashboard Training.

ii. Reviewed Monthly Financials. Discussion.

iii. Reviewed Audit. Discussion.

iv. Discussed proposed 2015-16 budget revision.

➤ *Petrosky makes a motion to approve 2015-2016 Budget revision, as presented.*

- *Motion seconded by Kuechler.*

- *Motion approved unanimously.*

b. Capital Improvement - Chris Terrill/Aaron Petrosky

i. Update provided on current project status.

c. Strategic Planning Committee – Scott Broermann

i. Update – Broermann indicated that they will compare progress against the last strategic plan prior to developing an updated plan. Hope to present something in January 2016 BoD meeting.

d. Policy Committee – Tara Bain

i. To Vote on:

- Staff Drug Testing Policy

➤ *Farnsworth makes a motion to approve the Staff Drug Testing Policy, as presented.*

- *Motion seconded by Young.*

- *Motion approved unanimously.*

ii. Update:

- Discussed status of Athletic Handbook vs. Policy manual.

e. Nominating Committee – Kurt Woolley

i. Discussed ideas for:

- Press releases
- Number of candidate interviews

- Recommended questions for application
- f. Secretary Report
 - i. Review 2016-17 BoD Meeting Calendar – accepted by the Board and to-be published by Ginger Lusty
 - ii. Modified the 2015-2016 BoD Meeting Calendar to combine the May BoD meeting with the Board retreat on May 21, 2016. Change accepted and to be published by Ginger Lusty.
- g. Set date for Board Retreat for 5/21/2016
- h. Tara led discussion about timing and content for Attorney Training

VI. Head of School Reports (8:13 p.m.)

- a. Updates – Chris Terrill
 - i. 2015 Graduation/College Data. Discussion ensued.
 - ii. Chris provided update on Charter Renewal.
 - iii. Chris provided update on Charitable Giving. Discussion ensued.

VII. Executive Session (8:53 p.m.)

- a. Motion to move into Executive Session
- b. § 143-318.11(a)(5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.
 - *Broermann makes a motion to move into Executive Session pursuant to § 143-318.11(a)(5).*
 - *Motion seconded by Farnsworth.*
 - *Motion approved unanimously.*

VIII. Resume Open Session and Motion to Seal Minutes of Closed Session (10:41 p.m.)

- *Woolley makes a motion to withhold minutes from Executive Session from public inspection pursuant to § 143-318.10(e).*
 - *Motion seconded by Kuechler.*
 - *Motion approved unanimously.*

IX. Vote as needed based on items in Executive Session (10:42 p.m.)

- *Farnsworth makes a motion to approve the employment agreement and compensation plan, as presented.*
 - *Motion seconded by Broermann.*
 - *Motion approved unanimously.*
- *Woolley makes a motion to approve the declassification of the Closed Meeting Meetings from 4/22/2015, 5/27/2015 & 6/10/2015, as presented.*
 - *Motion seconded by Broermann.*
 - *Motion approved unanimously.*

X. Adjournment (10:45 p.m.)

- *Broermann makes a motion to adjourn.*
 - *Motion seconded by Kuechler.*
 - *Motion approved unanimously.*

XI. FYI: Upcoming Events

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

Respectfully submitted,
 Kurt Woolley
 Secretary, Pine Lake Preparatory Board of Directors