

PLP BoD Board Meeting Minutes – January 22, 2014

PLP BoD Present: Michelle Adams (via phone), John Allemeier, Tara Bain, Scott Broermann, Bob D'Amelio, Bill Farnsworth, Brian Hochman, Nancy Pacious, John Timmerman (via phone)

PLP Administration Present: Gloria Miller, Andrew Mocer, Chris Scholl, Chris Terrill

Location: PLP Upper School Seminar

I. Call to Order

At approximately 6:32 p.m. EST, meeting called to order by Chair.

- II. Conflict of Interest Reminder** per NCGS 138A-15(e). Vice 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. None noted.

III. Approval of Meeting Minutes

Vote Motion to approve open and closed minutes from 12/18/2013. Second. Approved by unanimous vote.

Vote Motion to approve closed session minutes from 11/20/2014. Second. Approved by unanimous vote.

IV. Public Comment

- a. No public comments.

Note: John Timmermann joined meeting via phone at 6:35 pm. Conflict of Interest Statement read, John denied any conflict.

V. Administrative Matters and Committee Updates

- a. Finance Report
- i. Ginger – Reviewed budget report variations and prior year finance report. Discussion ensued.
- b. Capital Improvement Committee Report
- i. Brian – Committee has met. Chris T presented possible revised campus master plan which includes activity fields and moving location of STEM building. Discussion ensued. No vote at this time. Chris T will seek out quotes for activity fields and prepare recommendation for changes to the campus master plan by February BoD meeting.
- c. Secretary's Report
- i. Tara – BoD Attendance report posted on dropbox.

Vote Motion to approve declassified minutes from 2006-2012 and to make public on 2/15/2014 barring any BoD objection. Second, Approved by unanimous vote.

d. Board Nominating Committee

- i. Tara – Call for applicants for appointed positions will be posted on 2/1/2014 in local papers and on PLP website. All documents approved at previous meeting.

e. Communications Committee

- i. John T – Discussed open communication projects.
 1. Will have BoD bios posted by end of week.
 2. Board Welcome is okay to post.
 3. John A and John T will get State of the Board done within two weeks and present at February BoD meeting.
 4. Communications Committee will update Teacher Workplace survey from two years ago and present at February meeting.

f. Policy Committee

- i. Michelle – Committee has begun process of formatting document and separating policies from procedures. Will present plan and timeline for completion at February BoD meeting. Michelle welcomes anyone in the PLP community that is interested to join the committee to please let her know.

g. Q&A Responses

- i. Nancy – There were no public comments at the December meeting.

VI. School Leadership Report / Update

- a. Lower School – Highlighted Rogue robots, guided reading book purchase with Scholastic funds, Ms. Elmquist filling in for Mrs. Wentzel during leave.
- b. Middle School – Highlighted start to 2nd semester, upcoming report cards, Explore results, Spelling Bee, art students working on project with Aquesta Bank, upcoming Barnes and Noble book fair.
- c. Upper School – Highlighted work on 2014-15 curriculum and staff, very successful recent winter formal, approaching transition between winter and spring sports.
- d. Chris and Amy –
 - i. Lottery update – At this point there is an extensive list for sibling lottery; which will only leave 40-50 spots for general lottery.
 - ii. Facilities – Tree removed. Inside of tree showed much more disease than expected. Leak in ACC has been corrected.
 - iii. Dress Code – Leadership team working on tightening dress code parameters and possibly maintaining only one vendor. Discussion ensued regarding PLP branding and dress code philosophy.
 - iv. Vandalism – SRO, Officer Clanton, starting next week and is already investigating the incidents.
- e. Gloria – March 28 & 29 – Creative Writing Workshop for local charter school for grades 4-6.

VII. Action Item

- a. Chris T – provide activity field quotes and recommendation for master campus plan revision at February meeting.
- b. John T - BoD bios posted on website by end of week.
- c. Ginger – Post Board Welcome.
- d. John A and John T - Present State of the Board draft at February meeting.

- e. Communications Committee - Update Teacher Workplace survey from two years ago and present at February meeting
- f. P&P Committee – Present plan and timeline for completion at February BoD meeting.
- g. Chris T – Include technology update in HOS report for February BoD meeting.

VIII. Executive Session

Vote Motion to go into executive session to discuss 143-318.11(a)(5) and 143 318.11(a)(6). Second. Accepted by unanimous vote.

IX. Return to Open Session

Vote Motion to resume open session and to seal meeting minutes of closed session. Second. Accepted by unanimous vote.

Vote Motion to approve new position: Communications Coordinator/HOS and BoD Administrative Assistant. Second. Accepted by unanimous vote

Vote Motion to adjourn at approximately 9:00 pm EST. Second. Accepted by unanimous vote.

Respectfully submitted,

Tara Bain
Secretary, Board of Directors