

## PLP BoD Board Meeting Minutes – October 23, 2013

**PLP BoD Present:** John Allemeier, Scott Broermann, Tara Bain, Robert D'Amelio, Bill Farnsworth, Nancy Pacious, John Timmerman

**Absent:** Michelle Adams, Brian Hochman

**PLP Administration Present:** Gloria Miller, Andrew Mocerri, Chris Scholl, Chris Terrill

**Location:** PLP Upper School Seminar

### I. Call to Order

At approximately 6:31 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 9/25/13. Second. Approved by majority vote.

### IV. Public Comment

- a. Jason Nixdorf – Wanted to know the status of the technology committee that is referenced in the charter and the committee's five year plan.
- b. Shandra Lenz – Wanted to know what the long term plan was for the Lower School Library.

### V. Administrative Matters and Committee Updates

#### a. Finance Report

- i. Ginger – Draft Audit Report, tabled until November meeting.
- ii. Ginger – Reviewed monthly reports. Discussion ensued.

#### b. Capital Improvement

- i. Chris T – Contract submitted for 5 acre parcel of land to north of PLP. Presented GL Wilson preliminary drawings if used for sports fields. No cost estimate established for development of land. Discussion ensued.

**Vote** Motion to approve moving forward with land purchase. Second. Approved by majority vote

#### c. Student Retention Data

- i. Chris T – Reviewed data, 95.4% retention (figure includes students who left because they moved out of area), 97% retention is the more accurate number. Chris states he would like each graduating class size to be 125, therefore, some future attrition will be allowed in certain grades. Discussion ensued.

- d. Communication Committee
  - i. John T – Requests for community participation in BoD committees has been sent out. John T will get Bio updates from BoD in order to update the website. Discussion ensued regarding using social media for BoD updates.
  
- e. PLP Board Welcome
  - i. John A – Will work with communications committee to finalize prior to posting on website.  
  
**Vote** Motion to approve John A to finalize Board Welcome with communications committee prior to publication.. Second. Approved by majority vote.
  
- f. Secretary's Report
  - i. Tara - Declassification of Closed Minutes needs to be done in December for 2011-12, preliminary review of the closed minutes has been done and is in associated Dropbox folder for review of full BoD. Discussion will take place in November.
  
- g. Nominating Committee
  - i. Tara – Solicited feedback from full BoD regarding the staggered timing of appointments and elected positions. Committee will present 2013 election calendar in November.
  
- h. PLP Booster Update
  - i. Nancy – Fall BBQ successful with \$13K profit, Football coach and Athletic Director will determine football schedule next year.

## **VI. School Leadership Report / Update**

- a. Lower School – Highlighted spirit week, police helicopter visit, raptor center visit, LS newsletter, upcoming programs for 5<sup>th</sup> and 4<sup>th</sup> graders, upcoming character day in conjunction with US, 80 students registered in Kaledi, upcoming Robotics competition in ACC Nov 9 to be hosted by US team for MS and LS Lego teams.
- b. Middle School – Highlighted spirit week, upcoming pep rally, Science Olympiad, NJHS, Edmodo, NC Explore test taken. Discussed use of MS locker locks.
- c. Upper School – Highlighted spirit week, homecoming week, NHS cookout, ride with pride to football game, Sock Hop Saturday, successful sailing team, PSAT and PLAN taken, upcoming Career Fair.
- d. Chris T – Reviewed state testing changes and the warning from NC that all proficiency levels are expected to drop significantly across the state.

## **VII. Action Items – Board and Leadership Team**

- a. John T – Update BoD bios on website.
- b. Amy S – BoD pics for yearbook and bios at November meeting.
- c. John A/John T – Develop State of the Board communication.
- d. Communications Committee/Ginger/Amy S – Rationalize communications avenues.
- e. John A/Communications Committee – Finalize the BoD Welcome letter prior to posting.
- f. BoD – Review preliminary closed minutes (2011-12) in preparation for upcoming declassification.
- g. Tara – Schedule BoD training sessions with attorney.

**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 majority vote.

**IX. Return to Open Session**

**Vote** Motion to resume open session. Second. Accepted by majority

**Vote** Motion to seal meeting minutes of closed session. Second. Accepted by majority.

**Vote** Motion to adjourn at approximately 8:55 pm EST. Second. Accepted by majority vote.

Respectfully submitted,

Tara Bain  
Secretary, Board of Directors