

Pine Lake Preparatory Board of Directors Open Meeting Minutes

April 27, 2016

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

PLP BoD Absent: Aaron Petrosky, Brian Hochman

PLP Administration Present: Chris Terrill, Ginger Lusty, Shelly Sims, Andrew Moceri, Kristen Sutek

Location: Upper School Seminar Room

- I. Call to order by Chair, Tara Bain (6:30PM)
- II. Pride Project Presentation (6:30PM)
 - a. Chris Scholl introduced Micah Thomas, Tanner Howard to share their Pride Projects.
 - i. Tanner Howard shared his recording of "Hold on to the Rock of Ages".
 - ii. Micah Thomas demonstrated the prosthetic hand he built "The Manu Project."
- III. Conflict of Interest Reminder per NCGS 138A-15(e) (6:54PM)

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.*
- IV. Public Comment (6:55PM)
 - a. No comments provided
- V. Approval of Meeting Minutes (6:55PM)
 - 3/23 Open Meeting Minutes & 3/23 Executive Session Minutes
 - Kurt Woolley made a motion to approve the open and closed-session minutes from 3/23/2016 as presented
 - Motion Seconded by Bill Farnsworth
 - Motion approved by: Bain, Broermann, Woolley, Kuechler, Farnsworth, Young
 - Abstentions: Stachowski
- VI. Administrative Matters and Committee Updates (6:58PM)
 - a. Graduation Details – Chris Scholl invited the BoD to attend the graduation on 6/4/2016.
 - b. Kurt addressed declassification of minutes and it was determined that there were items to discuss in closed session.
 - c. Technology Committee Update – Bill Farnsworth said they have a candidate for Technology Director. Once that person is on board, they will address the technology framework and plans for improvement.
 - i. To discuss progress next month.
 - d. Academic Excellence Plan – Chris Terrill requested guidance on what should be included in the Plan. Chris plans to have something to present next month.
 - e. Strategic Plan Update – Scott Broermann reviewed the current status of the plan and the refinements that have been made. All Board members have been asked to review carefully to be prepared to discuss/approve at Board retreat.
 - f. Faculty Development Plan Update – Chris Terrill referred BoD to 6 tenets/goals based in January draft document.
 - g. Finance Committee
 - i. Ginger reviewed Financial Dashboard March 2016, GL Wilson April 2016 Update, PLP Giving Report as of 3/31/2016, & the Legal Services Usage report.
 - ii. Ginger requested that the BoD review the budget proposal for May Board retreat.
 - h. Capital Improvement
 - i. Chris Terrill provided update. Athletic Fields are complete as proposed. Concession Stand is complete and waiting final sign offs.
 - ii. Chris Scholl – preparing several plans for landscaping the common area. Plans to have proposals for next meeting.
 - iii. Working with signage company to update main signage and for Athletic Complex
 - iv. STEM Building – kawhal is going up slower than expected. Not a critical path item.

- i. Policy Committee – Eric Stachowski
 - i. Eric provided background on the new Grievance Policy and made a motion to approve the new Grievance Policy as presented.
 - *Motion Seconded by Nancy Kuechler*
 - *Motion approved unanimously*
 - ii. Eric presented the following policy proposals for posting for 30-day review:
 - Student Led Clubs Policy
 - Facilities Use Policy
 - Student Parking on Campus Policy
- j. Nominating Committee – Kurt Woolley reviewed the results of the member-elected nominations: Pamela Frost-Shirley, Sara Thomas, Nancy Kuechler.
- k. Reviewed proposed agenda for Board Retreat

VII. Head of School Reports (8:33PM)

VIII. Executive Session (8:35PM)

- a. Motion to move into Executive Session by Bill Farnsworth.
- 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 (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.
- c. § 143-318.11(a)(6) To consider the qualification, 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.
 - i. *Motion seconded by Angela Young.*
 - ii. *Motion approved unanimously.*

IX. Resume Open Session and Motion to Seal Minutes of Closed Session (9:19PM)

Kurt Woolley moved that the minutes of the closed session held on April 27, 2016 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. *Motion seconded by Nancy Kuechler.*
- ii. *Motion approved unanimously. (Please note that Bill Farnsworth left at 8:56PM)*

X. Vote as needed based on items in Executive Session (9:20PM)

- a. Kurt Woolley made a motion to approve Brant Hyatt as the Technology Director
 - i. *Motion seconded by Nancy Kuechler.*
 - ii. *Motion approved unanimously.*
- b. Kurt Woolley made a motion to approve Jessica Bachand as Administrative Associate
 - i. *Motion seconded by Nancy Kuechler.*
 - ii. *Motion approved unanimously.*
- c. Kurt Woolley made a motion to approve Amanda Dworsky as College Counselor
 - i. *Motion seconded by Nancy Kuechler.*
 - ii. *Motion approved unanimously.*
- d. Kurt Woolley made a motion to approve Michelle Honore as Upper School Counselor
 - i. *Motion seconded by Nancy Kuechler.*
 - ii. *Motion approved unanimously.*
- e. Kurt Woolley made a motion to approve Leslie Baker as Upper School Math teacher
 - i. *Motion seconded by Nancy Kuechler.*
 - ii. *Motion approved unanimously.*
- f. Kurt Woolley made a motion to approve the executive session minutes for October, November and December as redacted.
 - i. *Motion seconded by Nancy Kuechler.*
 - ii. *Motion approved unanimously.*

Kurt Woolley made a motion to adjourn the meeting. (9:23PM)

- iii. *Motion seconded by Nancy Kuechler.*
- iv. *Motion approved unanimously.*

XI. Adjournment (9:23PM)

XII. FYI: Upcoming Events

- a. PLP Board Meetings (*location is Upper School unless otherwise noted*):
 - i. Next Meeting – Saturday, May 22 at 8:30 a.m. at Discovery Education Center

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