

**Pine Lake Preparatory
Board of Directors
Meeting Minutes**

Meeting Date: May 27, 2009

Location: PLP Upper School

Directors Present: Anne McIntosh, John Moloney, Bill Neal, Barbara Freund, Antoinette Ellison, Cara Cassell Jones, Chris Perri

Directors Absent: None

Administrative Staff: Kate Alice Dunaway, Kari Jolly, Chris Scholl, Amy Sevic, Mark McCurry, Jennifer Gnann, Molly Manning

Administrative Staff Absent: Gloria Miller

Guests: See Attached List

- Meeting called to order at 6:04 p.m. by John Moloney. John lays out protocol for meeting and introduces the board members to the audience.
- Pride Moment presented. Jeff Walker introduces James Tiller who is here demonstrating a sample of what an AP Science student's year end project looked like. Amy Sevic recognized the tennis team and the baseball team, each of whom placed in the conference (tennis placed 2nd, baseball placed 1st in the season, 2nd in the conference). Additionally, Mike Hartshorne has been selected as the All-Star Team coach and 6 PLP baseball players have been selected to play on the All-Star team.
- Minutes from the last board meeting are considered. Motion to approve the minutes made by Chris; seconded by Twan; unanimous approval; motion carried. Minutes from last Saturday's closed session meeting are presented for consideration; Twan moves to approve, Bill seconds. Unanimous approval; motion carried.
- Open Session. Guests are permitted a maximum of 2 minutes to address the board:
 - Kayla Tabor, US student in the 11th Grade, reads from a statement wherein her desire to launch a faith based Outreach Club is outlined. A timetable for an answer is requested, preferably prior to the end of the school year. The request is taken under advisement.
- Head of School Report. Report previously submitted by Kate Alice. See attached. Chris Perri questions update on funding from the state level. Kate Alice shares that we recently received a \$36,000 revision, which is in addition to the \$51,000 revision we received in December 2008. Health care costs are increasing and there are additional cuts pending, although how deeply they will affect PLP remains unclear. We are estimating a 5% cut at this time based upon information at hand. Summer camps are moving forward under the direction of Andrew Mocerri and Tiffany Joffe. Most camps require enrollment of at least 10-12 participants in order to be able to move forward. The deadline for the 1st enrollment opportunity ends Friday. Chris questions if there will be summer school. "Not for students", but we are hosting summer institutes for Academic Partners and a Leadership Team institute.
- IFF update. The IFF partnerships are extremely involved and busy right now as we are winding up the year. See information included in the HOS report.
- Budget update from Bill Neal. Bill touches on the recent reductions that Kate Alice spoke of. See attached budget report. There are a lot of changes afoot for next year's budget; he is working with Kate Alice on that proposal at this time. We hope to have a rough draft out in the next week, with a final ready in the next 2 weeks, well in advance of the June 30 deadline required by the state. Anne questions if we should add a line item for Field Trip scholarships for 09-10. Bill advises that he and Kate Alice are discussing that possibility and likely will if the budget can accommodate it.

- Capital Campaign update. John touches base briefly on the status, simply that it is underway and we are working toward a major launch in the fall of 2009. Meetings with the steering committee continue and there is a lot of work ahead. The goal at this time is to raise enough money to get the Athletic Community Center under construction. Chris Perri questions the amount of the goal; \$3.5 million is the amount estimated needed to fund the project. John touches briefly on the formation of The Kaleidoscope Foundation. The purpose of the KF is to steer fundraising efforts and support PLP needs. A resolution regarding PLP's partnership with the KF is presented for consideration (SEE ATTACHED); motion to approve the resolution as written made by Anne; seconded by Chris; unanimous approval; motion carried.
- Student Performance. Jennifer Gnann distributes information from the Raleigh News and Observer regarding the potential elimination of certain EOC tests proposed by the Governor. She elaborates on the status of our testing schedule across the school. Discussion ensues. Kate Alice observes that the state's potential elimination of some standardized tests does not mean that PLP needs to seek out a replacement test; further, that thousands of students from independent and faith based schools graduate from programs every year without ever having taken a state sponsored test and those students move on to prestigious universities and colleges.
- Policy Governance Review, Discussion and Planning. John shares information on the National Association of Independent Schools and the possibility of PLP joining that association. The cost for a charter school to join is \$1350.00 annually. Benefits of joining are discussed. The setting of strategic goals and a "roadmap" from the NAIS is considered in light of the efforts by the board to distance itself from the day-to-day activities and maintain focus on policy making and performance review. The board is working toward following the Carver policy governance model. Discussion ensues on possible "end" results policies for student performance. The following suggestions for the "6 Broad Policies for Outer Ring" are discussed: long range strategic planning, maintain fiduciary responsibility, student performance, development/fundraising, school leadership, staff development/teacher recruiting, internal/external communication, mission statement adherence, financial accountability, curriculum oversight (which is suggested falls under the "student performance" ring); motion to approve the following 6 Broad Policies for Outer Ring: long range strategic planning, maintain fiduciary responsibility and financial oversight, student performance, development/fundraising, school leadership/staff development, internal/external communication, made by Chris; seconded by Twan; additional discussion ensues. Unanimous approval; motion carried. Kate Alice requests that the Board consider "ends policies" developed by the Leadership Team; agreed. Suggestions will be presented to the board at least 1 week prior to the next board meeting. Twan reminds that the BOD should be focusing on the "how" as opposed to the "how well" when considering the "ends policies".
- Meeting adjourned at 7:25 p.m.

Next meeting tentatively scheduled for June 24, 2009 at 6:00 p.m. at the PLP US, seminar room.