

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

Meeting Date: October 15, 2008

Location: PLP Upper School

Directors Present: Anne McIntosh, John Moloney, Bill Neal, Barbara Freund

Directors Absent: Chris Perri

Administrative Staff: Kate Alice Dunaway, Kari Jolly, Chris Scholl, Gloria Miller, Amy Sevic
Mark McCurry, Jennifer Gnann, Kay Johnson

Guests: See Attached List

- Meeting called to order at 6:04 p.m. by John Moloney. John lays out protocol for meeting agenda.
- Minutes from the August 13, 2008 and September 10, 2008 open meetings have been reviewed in advance for consideration. Motion to approve the August 13, 2008 and September 10, 2008 minutes made by Anne McIntosh; seconded by Bill Neal; unanimous approval and motion is carried. Barbara moves to approve closed meeting minutes from September and August; seconded by Bill Neal; unanimous approval and motion is carried.
- Enrollment report from Kate Alice. The Principal Monthly Report has been submitted and the ADM came in at 1316.
- EC Program from Kay Johnson. PLP has 50 students with an IEP, 39 are speech, 8 are OT, 1 vision and 2 hearing impairments. Almost 20 students with 504 plans. John questions status of funding; grants have been submitted to State and Federal agencies.
- Budget Update from Bill Neal. The budget report from ANS will be discussed in depth at the Board Retreat. Bill Neal motions to approve the budget protocol as attached hereto; Anne seconds. Discussion ensues. Unanimous approval and motion is carried. Bill recommends that we consider bringing on a staff member to support finance management; this person would act as a liaison between PLP administration and the Board of Directors. Anne makes the motion to bring on a finance officer in the future to work in this recommended capacity; hopefully Spring 2009. Discussion ensues. Seconded by Barbara. John clarifies that we intend to designate an employee as a finance officer of sorts. Bill affirms. Kate Alice recommends that the Board table the discussion until 2009-2010. Vote is held; 3 in favor, 1 dissent (John Moloney) and motion is carried.
- Traffic update. John Moloney and Mark McCurry are working to develop technology that would allow for an RFID tag that would identify vehicles coming onto campus and hasten the process of getting students from their classrooms to vehicles at the end of the day. The backup on 115 has been greatly reduced, but we continue to work to reduce the traffic wait times. Kate Alice updates that we have tightened up the dismissal schedule; which was implemented this week. She thanks the families who have really made the effort to make traffic flow easier. John states that Office Phil Blocker, MPD resource officer, has been supportive of our needs and of great assistance when we need to address individuals who compromise the safety of our community members. The traffic light installation is still on the books, but it is looking more like the end of 2008 now.
- IFF update from Karen Thomas. Book Fairs are up and running (MS this week and LS next week). We are working on getting the classroom coordinators on board and to get all members who want to volunteer in. We are going to be participating in the Festival of Trees during Christmas in Davidson; Pumpkin Festival for lower school is being planned; the Foot Ball is scheduled for November. Kate Alice updates on the show house, referred to PLP by Patrick Joseph Associates and Jayne Coffing. All proceeds from tickets purchased through

PLP go directly to PLP. Some students will be performing various talents during the showhouse's open hours. The KaBoom playground build went off beautifully, in spite of the rain.

- STEMology partnership. (Science Technology Engineering Math) The Robotics club has its first meeting next week. PLP is being mentored by NC A&T in this endeavor. John would like to invite the band or the Spirit team to perform at next week's meeting to kick off the project. Anyone interested in this project is invited to attend. The First Robotics competition is in January. Parental support is necessary for the success of this project. The First Junior Lego League project is also underway.
- Head of School report. Kate Alice begins with reflection on how we have gotten here and where we are going. We have completed our 32nd day of school. We are working to become an exemplary school. Each of 106 Academic Partners are giving PLP their best and beyond. There are many families who have contributed their enthusiasm to this effort. We have students from more than 25 schools in our area (private and public). Building our community will take time. Every single day is challenging and rewarding. Kate Alice acknowledges the number of challenges that we have faced. She reminds of our existence as a charter school. PLP did not receive any funding for the 2008-2009 school year until September 2008 and this school was only able to open as a result of the diligence of our Board of Directors and their efforts to obtain private funding in the meantime. The website is now being managed by our US students under Tim Rhodes' supervision. Tomorrow we will welcome Congressman Patrick McHenry to our campus for a tour.
- Pre-Test Status and CAT testing from Jennifer Gnann. Pre-test went very well and the scores are in the mail but not yet received. She hopes to receive scores any day. The CAT test will be in April or early May. The Davidson Center administered the PSAT today to almost 100 students (voluntary participation for a fee of \$30). National Merit Scholarships are determined from the results of the PSAT. The PLAN test is scheduled for next month. She has spoken with the SASS Institute. SASS tracks students, for a fee and uses that tracking to forecast test performance. She has recently learned of materials available from the Federal Government and intends to research the availability of those materials for our Academic Partners. The Davidson Center has offered testing preparation sessions for the spring, based on participation, at a rate \$250 less than their typical fee. A representative from the DLC will be presenting information at the college conference to be held at the Charles Mack Center next week.
- 501c3 status. We have received our approval and now have the proper documentation. We can begin to accept donations now. The next step is to launch the application for the Kaleidoscope Foundation.
- Stakeholder Survey. Independent School Council has compiled the results from our capital campaign survey. Several members of our community have been invited to meet with representatives from ISC at the end of this month to discuss the capital campaign and gain PLP community suggestions. Most likely, the campaign will kick off in first quarter 2009 and is a 3-year plan.
- Grant research and writing. Anne McIntosh has donated two defibrillators, a sports quality first aid kit and 2 golf carts for personnel to use to move about the campus. We have applied for the Food Lion grant. Anne invites suggestions for other grant opportunities. John updates that we are working on a NASA grant in partnership with the First Robotics program. He also mentions that there are a lot of corporate grant opportunities out there and asks that we keep our ears open for these opportunities.
- Board Governance. The Board retreat will proceed, but without Brian Carpenter from the National Charter Schools Institute. Mr. Carpenter is very ill and will not be able to attend. The Board continues to work toward becoming a "governance" entity and not an "operational" entity.
- Open Discussion. 2 minutes are allotted for each speaker.

- Christine Malick questions if a 3rd grade Associate Teacher is going to be rehired and if yes, when? She questions why we can't have a PTO who will work with the Leadership Council in order to give greater voice to the parent body? Kate Alice will follow up outside of this meeting.
- Karen Hubben expresses concerns about the availability of the materials/personnel needed to create a challenging educational experience for our children. Will there be Accelerated Reader and Accelerated Math? Kate Alice responds that our budget is under review and plans to implement AR and STAR math are being discussed.
- Leigh Dotson – she has 2 Kindergartners and a 3rd grader. She expresses concern over class size. A deciding factor for her in making this choice was the promise of reduced class size; her 3rd grade child's class is under supplied and she requests direction on how she can help in this regard. What is the policy on saying the Pledge of Allegiance each day?
 - As an aside, John requests that questions of this nature should be first addressed to the Administration (on their various levels) before bringing it to the board meeting.
- Anne McIntosh speaks briefly about our school's population and verifies that our maximum population when we are a K-12 is 1400. She also clarifies how PLP receives its funding, on an enrolled per pupil.
- Paresh Patel questions when AR/AM might be in place. Kate Alice and Jennifer are working to launch the programs in November. Is there a cutoff when students will get individual desks vs. group tables? Kate Alice affirms K-5 for collaborative environments and 6-12 for individual desks, except for science labs which also have tables. He also questions the status of whiteboards; Kate Alice affirms that we continue to be at the mercy of the vendors and are working to obtain all items needed for the classrooms.
- Michelle Nicodeme. She questions if LS reading groups are required to remain in their classroom as opposed to breakout groups of students working on similar levels. If the answer is yes, then why? Kate Alice will address this question with the First Grade teachers and Gloria Miller before responding.
- Scott Mulwee questions the status of technology instruction (computers) for our students. Mark McCurry updates that the mobile computer labs launched yesterday and we are researching other SMART technology opportunities for students in all grade levels. John Moloney also affirms PLP's intention to be a leader in technology development for our students.
- Katherine Bost. She questions answers to tonight's questions and comments could be emailed to all of the community, as opposed to just individual, private responses. Kate Alice states "yes". She also questions if a task force has been formed that includes parents in the development of our traffic management. John states while parents are not a member of our traffic task force, membership consists of several members from local and state authorities and governments. She recommends that a task force of this nature be formed with parental support/input. Kate Alice states that efforts on this issue have been focused on compliance with all requirements of the NCDOT. Anne M. reminds also that the State does not fund transportation services for charter schools, but PLP continues to research opportunities.
- Ansle Hudson. She expresses frustration about the overcrowding in her child's classroom, not so much the number of students, but their lack of space. She commends Ms. Miller on her efforts. She questions a firm date when we can anticipate the receipt of adequate materials/furniture for our classrooms. She also reminds of the Pride for Pine Lake fundraiser from last year which raised money for our landscaping. She express the opinion that, while our campus is beautiful, the classroom needs take

priority. Kate Alice affirms furniture for many grade levels continue to be on order. Kate Alice will address this question in the FAQ response she will post on the website.

- Dee Jetton. She begins with expressing gratitude for the efforts made to develop and open this school. She states that she came to PLP from Davidson Elementary and while she is by and large pleased, she questions if our curriculum is as challenging as was promised and intended. She is concerned that her students are not putting forth the efforts that they should be. John questions if she has discussed this with her teachers and/or Ms. Miller. She states that she has spoken with Ms. Miller, albeit not about this specific issue. She states she brings this up tonight as she thinks the Board should address questions about charter compliance.
- Jill Patrich. Ms. Patrich states that her concerns lie along the same lines as those that Ms. Jetton has expressed.
- John Partridge. He expresses concern over communication lapses; he is hopeful that EdLine will be up to speed soon. He questions if buses would be allowed to transport students to and from campus. Kate Alice confirms that “yes”, they would be welcome. He states he is developing a business that might offer a mass transportation option; he will discuss with the administration outside of this meeting.
- John Sherman. He begins with expressions of gratitude for efforts to this point. He also expresses concern over the lack of communication. He also questions what our emergency procedures are (i.e. in the event of an emergency at McGuire Nuclear Station). John requests that he forward this question to Ms. Sevic, who will share answers about our emergency plan.
- Mike Sims. He questions the liability structure for parents transporting students to group activities. John states that liability for transporting students falls to the driver and asks that everyone who volunteers to transport students be prepared to deal with repercussions should an accident occur. Mr. Sims questions if there is a plan to bring on furniture for when the students eat outside, so they are not eating on the ground. If yes, when? He also questions if the same rules that apply to charter schools as traditional public schools. How can he find out more about these rules and regulations (i.e. grading policies)? Jennifer refers him to the NC Legislature’s website which publishes all law regarding charter schools. He also questions if efforts are underway to repair the furniture that has been misassembled. Kate Alice affirms there is a workday coming up. Kate Alice will address the outdoor furniture question her FAQ online address.

- Open session closed at 7:42 p.m.
- Meeting adjourned at 7:42 and closed session commences.
- Next meeting tentatively scheduled for November 12, 2008 at 6:00 p.m. at the Upper School.