

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

Meeting Date: April 28, 2010

Location: PLP Upper School

**Directors Present:** Anne McIntosh, John Moloney, Bill Neal, Chris Perri, Cara Cassell Jones, Evelyn Gerdes  
(Arrival @6:18: Antoinette Ellison)

**Directors Absent:** None

**Administrative Team:** Kate Alice Dunaway, Kari Jolly, Amy Sevic, Jennifer Gnann, Chris Scholl, Gloria Miller

**Guest:** See attached list

- Meeting called to order at 6:02 p.m. by John Moloney. John lays out protocol for meeting and introduces the board members to the audience.
- PRIDE Moments are presented by Kate Alice. Tonight we are inducting students into the Spanish Honor Society and the National Honor Society.
  - National Spanish Honor Society Students presented by Ximena Blankenship and Jennifer Gnann: Kayla Tabor, Alan DeOre, Ryan DeOre, Elizabeth Fink, Paige Frasso, Shana Gordon, Megan O'Donnell, Pyrina Patel, Delaney Ryder, Christian VanDyk, Abbie White, Wendy Whitaker, Morgan Yaguda
  - National Honor Society Students presented by Jennifer Gnann, Phillip Dailey and Ernie Chamberlain and current members of the National Honor Society: Connor Kopchick, Michael Lindsey, Taylor Lunsford, Paige Rowan, Morgan Yaguda.
  - Jennifer Gnann and Carol Sanford recognize Aanand Shah (6<sup>th</sup> Grader) who won the PLP National Geographic Geography Bee and was selected as a state finalist for the National Geographic Geography Bee.
- Minutes from the March meeting are presented for approval; motion by Chris Perri to approve the minutes; seconded by Anne. Unanimous approval; motion carried.
- Open Session. Guests are invited to address the board if they wish. No guests wish to address the board.
- Capital Campaign update from Kevin Shannon. We are wrapping up the last of the parent solicitation phase and are following up with the last 200 or so families who have not pledged or turned in pledge cards. We have collected approximately \$225,000 in cash gifts and have over \$950,000 in pledges. The most important message at this time is "Tell a Friend". Chris Perri questions the percentage of families that have pledged to date; Kevin estimates approximately 40 percent have pledged an only 5-8 percent of families have said "no thank you" altogether. John shares he had a conversation with Ted Lingenheld at Independent School Counsel recently regarding the status of the campaign. Ted opined on the impressive work completed by the Capital Campaign Steering Committee and the overall success of the campaign to date.
- PLP Partnerships Update. Karen Thomas, Involved Families Facilitator, shares information on activities undertaken by the various 16 partnerships over the last 8 months. Dee Scheppele, the parent Lead for the Support Staff Partnership shares accomplishments and endeavors undertaken by that partnership; said endeavors include monthly luncheons for support staff. Ann Taboada, the parent Lead for the Lower School STEMology Partnership (junior engineers) updates on that partnership. The LS is introducing the "We-Do" robotics league next year and we received a donation from Rubbermaid for the team carts for next year; additionally we are planning to have a competitive 5<sup>th</sup> Grade team coached by Mark McCurry in 2010-2011. Sue Tiller, Mary Chisholm and Patrick Dalm from the MS STEMology team present their achievements in 2009-2010. Audrey Cundari from the US presents the

achievements of Team SPORK in 2009-2010. Mark your calendars for May 22 for an introduction to “Bubbles”, the Team SPORK robot at the Ingersoll-Rand facility on Beatty Road.

- Parent Teacher Organization (PTO) discussion. Bill Neal expresses that several individuals have approached him about gearing up such an organization in an effort to give parents a “voice” thereby encouraging parents to feel more “connected” to the school. Chris Perri questions the vision for such an organization; Bill suggests that there are several successful models out there to emulate. Antoinette suggests that is the function of the Involved Families Facilitator. Bill opines that the IFFs fall under the umbrella of the school and are not an independent voice of the parents. Cara opines that, in her experience, PTOs are less successful than Bill is suggesting; he counters that a successful PTO that is operated properly is successful. Antoinette questions the Board’s role in putting together the PTO. Bill suggests that a directive from the Board instructing the Leadership Team to organize a PTO, with interested parents volunteering to lead the PTO is in order. Evelyn requests clarification that primary purpose of the PTO is to be a “voice” of the families; Bill answers in the affirmative. Evelyn opines that this sounds more like a group that would act in an “advisory” capacity to the Leadership Team and/or the Board of Directors. Chris Perri asserts that some of the things that separate us from a traditional school that needs a PTO-type organization are that we have parents on the Board and who volunteer in IFF capacities; he would need to see a more defined “need” before spinning off another organization. Bill reasserts his opinion that this is more of a “voice” issue, not an “involvement” issue. Anne questions what a parent needs to do to have a “voice” now; is it that they need to come to a Board meeting and address the Board? Is that the only opportunity? Chris Perri suggests that is one option, but that parents also have opportunities to share their voice at the classroom level with their teacher, at the Leadership Level from Heads of School, to the overall Head of School. Bill agrees those opportunities exist, however, that parents do not want to risk being labeled as a “troublemaker” or “difficult parent” and the group organization will allow them a more free voice. Chris inquires of the Leadership Team their experience in this regard. Each member of the Leadership Team opines that their parents do not have difficulty in expressing their thoughts in their experiences. Kate Alice requests that the Leadership Team be allowed to compile thoughts on this subject and submit a recommendation/report to the Board. Bill supports that suggestion. Bill inquires why this question was not in the survey that the Board is getting to distribute; Cara responds that the thought was that parents would insert such desires in the “comment/suggestion” section of the survey. Parent, Brett Fowler steps into to share his thought such an organization is imminent and, in his opinion, necessary.
- Update on charter school funding. Kari Jolly shares information learned at a recent district gathering of the members of the North Carolina Charter School Alliance. Attorney Richard Vinroot addressed the group and shared information on recent case law decisions and developments at the state level that affect equitable funding for charter schools. At this time, charter schools across the state are asserting their claims in light of the recent case law decisions. Kate Alice and Kari are working on Pine Lake Preparatory’s claims. Chris Perri questions the level of “pressure” needed to bear in this regard. At this time, Kate Alice and Kari agree that legal action is unnecessary, however, maintain that option will be pursued if needed.
- Update on budget report. Bill shares the discussion held at the finance committee meeting wherein he has encouraged continued efforts to save and increase our surplus. Chris Perri raised his concerns about the stabilization funding in this year’s budget but not the following years and our Board needs to consider this impact. The Board will meet on Tuesday, 04 May to discuss the budget implications further. Bill shares the need for stationery for the board’s use. Bill motions to allocate \$250.00 from the board supply line item for the acquisition of stationery for notes of thanks, etc.; seconded by Antoinette; John Moloney voted against; 6:1 motion carried.
- Independent School Counsel. Anne shares her draft of the letter to ISC amending the terms of the contract with them to allow for hourly as-needed consultation moving forward. John shares that he spoke with Ted Lingenheld this afternoon in this regard and Ted has expressed his agreement with this

proposal. Motion to send the letter as proposed to ISC made by April 30th; seconded by Antoinette; unanimous approval; motion carried. The letter to ISC requesting change in contract terms is dated 28 April 2010. John and Anne will sign and Anne will mail.

- Head of School Report. Anne questions the “actual data supplied by the parents” from the withdrawal surveys; it was to have been included in the HOS report. Recognizing the data’s absence from the Head of School Report, Kate Alice will forward the data to the board members after the meeting. Kate Alice updates the board on the purpose of the CIPP Exceptional Children monitoring report. Anne clarified that the CIPP report is mandatory but the school receives no specific funding to help cover costs associated with getting the report written and submitted; KA confirmed no funding is received for this purpose.
- Discussion of the five year/1705 finance plan. There is a meeting scheduled in May to discuss this proposal in detail. Tonight, an update on the status of the bond financing pursuit is reviewed. Kate Alice shares the met with John Woods from Peoples Bank to further discuss our opportunities with Peoples Bank. Mr. Woods has requested some additional information as he continues to assess those opportunities. Kate Alice opines that Mr. Woods will have a written proposal to us by the next board meeting. She further affirms that Mr. Woods understands that we are looking to finance 2 buildings. Anne questions why the Kaleidoscope Foundation isn’t involved in the discussions of these activities yet; John answers that the PLP board needs to drive this issue as the KF is really still getting on its feet. Bill opines that as long as we are keeping the KF informed of activities undertaken by the board, that we are doing our duty. Chris Perri weighs in also with the observation that the youth and limited assets of the KF limit their ability to be a successful borrower.
- Board Policy Governance Review, Discussion, & Planning. The stakeholder survey is up and running. The survey results are coming in. Cara expresses gratitude to Mark McCurry for his efforts in launching the survey. John reminds everyone that the Annual Meeting of the Members will be held on June 1, 2010 at 6:00 at the Cove Church. Chris reminds that we need a quorum at this meeting so that business can be transacted; efforts to advertise the meeting need to be stepped up. The agenda is under development. Chris said we will add up to three 1-year parent terms. School policy development; the proposal was previously sent to members by Antoinette. She advises that there are only 2 items left to be addressed; Anne distributed hard copies of the board officer positions and the committee descriptions emphasizing that the Board received electronic copies earlier. Antoinette motions to adopt the policy as updated herein; seconded by Evelyn; unanimous approval; motion carried. Antoinette will forward the final document to Kari for record keeping; additionally, the document will be posted on Edline.
- Chris Perri questions if Ben Putnam has been to PLP recently; Kate Alice informs the board the Mr. Putnam is no longer with DPI. Jackie Jenkins is currently acting as our liason to DPI.
- Attendance at the NC Charter School Alliance conference is discussed. All board members are encouraged to attend if possible. Dr. Brian Carpenter and Dr. Otho Tucker are both slated to speak at the event. Kate Alice affirms that PLP will have personnel representation at the conference; however, exactly who will be attending is yet to be determined.
- Anne questions the process for posting notices for finance committee meetings. Kate Alice checked with Tom Williams and Dave Faunce regarding the posting of committee meeting notices. She expands that committees are intended to be made up of a minimal number of board members, therefore preventing a quorum. Moving forward, if we have too many board members present, Bill will ask the superfluous members to depart; as such notice of meetings will be unnecessary.
- Kate Alice reaffirms the expectations for board members at graduation. Academic dress regalia are not required of board members.
- Meeting adjourned at 8:08 p.m.