

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

Meeting Date: May 19, 2010

Location: PLP Upper School

Directors Present: John Moloney, Bill Neal, Chris Perri, Antoinette Ellison, Evelyn Gerdes, Anne McIntosh

Directors Absent: Cara Cassell Jones

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

Guest: See attached list

- Meeting called to order at 6:03 p.m. by John Moloney. John lays out protocol for meeting and introduces the board members to the audience.
- PLP Pride Moments.
 - Leslie Baker from the Upper School mathematics department introduces the AMC 10 math competition students: Rourke Creighton and Katie Podavini and David Illing (the AMC 12 math winner)
 - Jon Wilson introduces Grant Wentzel and Troy Garrett, 2 of the 6 baseball players on the All-Star team
 - Andrew Mocerj, tennis coach, introduces _____ to showcase their trophy
 - Gloria Miller and Marcie Dalm introduce Allalie (?) Sidden who placed _____ in the Girls on the Run event
- Minutes from the two previous meetings are discussed. Anne moves to approve the minutes; Chris seconds the motion; unanimous approval; motion carried.
- Open Session:
 - Robin Armstrong addresses the board regarding Memorial Day and opines that Memorial Day should be observed by the school calendar and left open for families to celebrate in their own manner
 - Frances Red Arrow addresses the board regarding a grievance policy for families to use in the event they are in need and requests that the grievance policy be posted on Edline and distributed to her personally; Ms. Red Arrow questions if there is a policy in place for parents to review classroom teachers. Ms. Miller shares that parents are welcome to visit their child's classroom at any time. Mrs. Red Arrow clarifies that she is interested in knowing if there is a policy in place preventing parents to observe classrooms other than their child's current class. Kate Alice expands that such requests would be considered on an individual basis; further, that if a parents is interested in such observation for the purpose of "selecting" a particular teacher for an upcoming year, then such practice would be discouraged. Mr. Moloney inserts that such a policy would be a school level policy as opposed to a board level policy and that such policies would be developed at the school level. Discussion ensues regarding individual inquires for a specific teacher and the protocol that has been followed to date.
 - Freda DeQuick observes the calendar has been changing recently and what the procedure is for notifying families if changes are being made? Kate Alice will respond to Mrs. DeQuick individually after she has an opportunity to review the calendar. She expands that typically a ConnectEd email will be distributed in the event of a calendar change.
- Head of School Report. Anne clarifies that her questions from the HOS report centered around inviting certain individuals to graduation. Kate Alice shares that graduation continues to be in the forefront of efforts at this time and updates the board on the plans. The ceremony will be held in a tent located between the MS and US building. In the event of rain, we will hold graduation at the Cove

church. Parking onsite will be available for our guests; APs will be parking off site and shuttled to PLP. Anne questions when the 2010-2011 approved budget will be presented to DPI; Kate Alice asserts that it will be delivered to DPI in June by Tom Williams. Chris questions if we have a tally of total scholarship dollars received by our students to date; that information is being compiled. Bill Neal questions the delay behind the issuance of contracts to APs before May 13, 2010. Kate Alice shares that there have been many items come to the forefront subsequent to the April 7, 2010 meeting that prevented the issuance of AP contracts prior to May 13, 2010. Kate Alice updates that additional funding from the larger LEAs resulting from the Sugar Creek lawsuit is being pursued and we continue to work toward resolution of those matters prior to June 30, 2010. Kate Alice also updates on a plan under development for a Parent Partnership Council that would take the existing Leads from our partnerships and combine representatives from the Capital Campaign Steering Committee and 4 solicited ad hoc individuals (2 from LS, 1 from MS, 1 from US) to create the PPC. Kevin Shannon has agreed to chair the council, which will meet quarterly. Bill questions if this is an independent arm under the direction from the Leadership Team or by the parents; Kate Alice asserts that the vision is for it to be a combination of efforts. Chris Perri questions the number of families at PLP – 883. Chris expands upon the upcoming general membership meeting on June 1, 2010 at the Cove church; without a quorum at the meeting we will be unable to complete business, although we will host the meeting and update the families.

- Treasurer's report. A quick finance committee meeting was held at 5:00 and it appears that we are potentially looking at losing some of our surplus to rising EC costs. Additionally, the Kaleidoscope Foundation needs to move forward with their reimbursement to PLP for capital campaign costs expended by PLP to date. The KF is scheduled to meet next week and the hope is that they will be in the position to bring closure to that item before June 30, 2010. John questions what the plan is for the money that is expected from the Sugar Creek case. Bill asserts that will go directly to the "bottom line".
- ACC/Capital Campaign update. Kevin Shannon updates that we are in at around \$970,000 in pledges and pledge payment invoices have recently been sent out. Families who have not pledged to date continue to be contacted. We have received about 400 pledges, 360 of which are families of the school (roughly 40% of families).
- PLP Partnership update. Karen Thomas introduces representatives from the Grants and Band Partnerships. Susan Howard is the Lead for the Band Partnership. Susan updates our group on the Band Partnership's duties, which include managing the school store, transporting equipment, supporting concerts, hosting bake sales, etc. Drs. Jodie Silver and Anne McIntosh are the Grants Partnership Leads. Kimberlee Strickfaden is here on behalf of her husband and his employer, CVS, for the donation of several hundred dollars worth of medical equipment. Dr. McIntosh updates on grants received to date: Coach Hartshorne's BCBS \$5,000 grant; Ms. Gregory's \$300 Keepers in the Classroom grant; Brent Fowler's in-kind donation of \$9,000 of equipment for the Robotics team; over \$6M in grants have been applied for where decisions remain outstanding. Dr. Silver invites others to join the partnership and the efforts to bring money to support PLP. Dr. Silver recognizes Aly Mark, Shelly Sims and Marshall Findlay who are the Guides for the Grants Partnership.
- School Survey preliminary update. Kate Alice shares that report has been received and a formal report is being prepared. She plans to meet with Cara over the next weeks to finalize a report to present to the Board at the June meeting. We received 477 responses; responses represent "children" not families. The initial review is positive overall and there are some areas where we can improve and should focus. Bill asks for clarification on the report received. Kate Alice expands that there are multiple ways to review the information and describes the differences. John will confirm Cara's ability to dedicate some time to this project and in the event that she is unavailable, perhaps solicit another board member to work with Kate Alice. The board would like Kate Alice to inquire of the survey company comparison data to other schools.

- Five-year/1705 budget plan. There are major discussions underway that will impact the budget such as bond financing and potential agreements with local agencies for supplemental funding. There are no significant updates at this time.
- Board Policy Governance Review, Discussion & Planning.
 - Chris reviews the purpose behind the Annual Meeting of the Members in accordance with our Bylaws; additionally the initial agenda for the meeting is considered including: the election of new directors from the membership. The scenario in the event we do not reach a quorum is reviewed. Patricia Sharawy inquires if proxy voting is allowed; Chris Perri states that our Bylaws do not permit proxy votes.
 - Policy Governance Review. Antoinette does not have new material for consideration this evening. John charges the other board members to consider who will lead the development of the next quadrant of policy governance.
 - Kate Alice updates Board members on the recent news from the NC Alliance conference in July that the conference registration fees are being waived for board members of schools who are members of the Alliance.
- Next board meeting will be held on June 23, 2010 @ 6:00 p.m.
- Motion to enter into closed session by Chris; seconded by Evelyn. Meeting moves to closed session at 7:36 p.m.