

PLP BOD OPEN SESSION Meeting Minutes- Date: May 23, 2012

PLP BOD Present: Anne McIntosh, Julie Robinson, Linda DiPaola, John Allemeier, Julie Flaherty, Scott Broemann, Brian Hochman

Absent: Pam Rogers, Julie Flaherty, Michelle Adams

PLP Administration: Chris Scholl, Amy Sevic, Gloria Miller

Location: Upper School Seminar Room

I. Call to Order

At approximately 6:07 pm, Meeting called to order by Vice-Chair.

II. Conflict of Interest Reminder per N.C. General Statutes 138A-15(e). Chair reads Conflict of Interest Reminder per N.C. General Statutes 138A-15(e) which states:

“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 appearance 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 an undue participation in the particular matter involved.

Chair asks if any board member has a conflict with any issues coming before the board this evening. John A, Linda D., and Julie R., reported that they do have a perceived conflict of interest on the topic of General Membership election results.

III. VOTED

Motion to accept April 25, 2012 open meeting and executive session minutes and May 18 board retreat meeting minutes. Second. Majority Vote.

IV. Public Comments

o Kari Jolly – reread the passage she read at the General Membership meeting regarding bylaws.

o Lisa McKenzie- parent expressed concerns that only 79 of 800+ families voted which is not a quorum of 25 percent, as stated in bylaws. She could not find a precedent and was concerned that PLP admin was consulting with legal counsel and not the board itself.

o Bill Merryman- parent (submitted in person his statement) expressing concern about the board’s discussion of letting the general membership meeting vote of 79 stand without a quorum. He asks that the board follow the current charter and bylaws and he also stated he was not able to find any documentation for the precedent that was established in the 2010 election.

Vi. Administrative Matters and Committee Updates

a. General Membership Meeting Update

The board reviewed email from legal counsel which recommended a new election in another general membership meeting that hopefully will be a quorum of the membership. Motion made to accept legal counsel's advice on new election and achieve quorum. Second. Passed with board member recused.

b. Treasurer/Controller Report

Contracts continue to be reviewed, alphabetized, and catalogued. Controller reported that the finances surrounding Family Council fundraisers is nearly resolved. Lack of clarity on how much Kaleidi has provided in revenues, due to coding. Board requested separate Excel P&L spreadsheet with only Kaleidi revenues and expenses. Veralease contract does have a buy-out clause; PLP IT says that the equipment is good for another five years. Buyout is for \$45,000 by June 02. Noticeable errors significant and material are found in audit report; Petway & Biggs is revising the audit report.

c. 2012-2013 Budget Amendments

Treasurer provided info on budget changes; motion made to accept budget changes. Second. Majority vote.

d. Computer Initiative Finances

The 2011-2012 budget shows the computer initiatives to be money in and money out; however, the computer initiatives ran a deficit. Projected deficit for the 2012-2013 school year is projected to be \$50,000. Board discussed if laptop initiative is still a viable, long-term opportunity for the school? Board will revisit in June; questions: what if child/family opt out? Can PLP Leadership send letters of intent to parents to get better estimates? In August, IT can have a laptop report for sixth grade.

e. Langtree Ketter

Secretary distributed draft letter of email that Chair would like to send to DPI's Joel Medley and Dottie Heath. Board asked that Community school of Davidson, Lake Norman Charter School be contacted and encouraged to send a letter as well. Secretary will notify Chair that draft is ready to send.

f. Family Council/PTO Update

o Board liaison to Family Council reported that Family Council will be dissolving. The old leadership of Family Council will decide how the remaining line item will be spent. The leadership of Family Council will support and help Dr. Briggs Cook to form the Pine Lake Prep PTO, obtain its 501©3, and garner support. The Go Green, Grants, and Service-Learning partnerships will fall back to PLP. Current leads are looking for new leads for the partnerships. All fundraisers will fall to new PTO; concern was expressed that the bylaws and financial procedures of new PTO need to be reviewed to make certain they are ready for the fundraisers. Board members are encouraged to email Board Liaison, Treasurer, and Dr. Cook concerning bylaws and procedures. Dr. Cook is requesting \$1500 to pay for the start-up expenses that will be incurred. Motion to approve \$1500 to start the Pine Lake Prep PTO; second. Majority vote. Discussion of possibly charging \$20 for families while AP membership will be free.

g. Academic Strategy Committee

Chair reported the Academic Strategy Committee will meet one more time over the summer. Dean of Academic Affairs will put the testing scores and other info in the HoS Report. Chair requested approval for the Stakeholder Survey to be distributed. Motion made; second. Majority vote. Results will be available in June. Discussion about incoming head of school reviewing the school data; Vice Chair asserted that Chris Terrill submitted his Conflict of Interest and Confidentiality Statement on 01 May 2012. Chair requested that Question 1 and 2 and comment sections of Questions 1 and 2 be removed from the Teachers Working Survey before submitting data info to PLP administration stating that doing so would enable the data to be anonymous. Chris Terrill, Board, and Leadership will have the raw data to review. Approved to remove Questions 1 and 2; Chair will submit these reports to PLP Leadership.

h. School Improvement Team

Upon investigation, as a charter school, the board of directors can decide what the School Improvement Team looks like; that is, PLP is not held to the SIT composition that others public schools must adhere. Discussion that a sub-committee of board members, Chris Terrill, and Heads of School work on this task is needed; tabled until July.

i. ACC Committee

Chair reported that the ACC Committee is working on two key angles: construction and financial lending. There are niche finance firms; one has asked to do a presentation for the board. Board approves to have the presentation scheduled. Chair asked permission to communication with PLP community about the gym by blogging and the website plpgym.com which is linked to Kaleidoscope Foundation. Board asked that this site not go live until several board members have reviewed. John Allemeier, Julie Flaherty, and Anne McIntosh will work with Brian Hochman to proof the link. Motion made that ACC Committee Chair proceed with link, given sub-committee's approval. Second. Majority vote.

j. Lowe's YMCA Meeting

Julie Robinson and Brian Hochman attended meeting to learn about a possible collaboration/shared use with Lowe's YMCA. A group of medical doctors donated 28 acres off of HWY 21. Lowe's YMCA was interested in PLP submitting a proposal for their review. Board noted the distance from PLP and current lack of bus transportation and tight school schedule. Amy Sevic will follow up with Lowe's YMCA.

k. Signage Policy

Discussion arose that there needs to be a signage policy for the school; PLP Leadership agreed to submit a draft to Policy and Procedure, which will be meeting June 06 and send to P&P Committee Chair.

l. Q&A Responses

Communications Chair reviewed three comments made at last board meeting.

- o APs not reporting grades in a timely fashion (mostly an Upper School concern). A specific procedure of how often grades are reported; perhaps email parents if there will be a delay.
- o Technology-related concerns about the internet security (available on campus but not necessarily when laptops went home). Weblogs can be requested. Board provided directive to IT (Mark McCurry) to make announcement that these laptops are not protected over the summer and

when the laptops leave campus.

O Laptops are locked down to where tech-savvy PLP parents can not put additional software on the laptop. The overriding comment was to create a technology sub-committee; board noted that a technology plan was mentioned at board retreat was part of strategic planning. Additionally, the PLP charter states a technology team is formed.

V. School Leadership Report

PLP Leadership worked with Pam Rogers and Anne McIntosh on updating the Exclusion/Suspension and Anti-bullying policy. PLP Leadership also requested approval of Repeating a Course and Enrollment Policy. Secretary makes motion to accept, as consent agenda, the four policies. Second. Majority vote.

Chris Scholl is waiting on additional quotes to continue with the parking project. Motion made to adjust Master Plan and get approval for the MS and US parking changes through parking sub-committees. Second. Majority vote. The parking sub-committee consistent of: John Allemeier, Scott Broemann, and Anne McIntosh to work with Chris Scholl. Motion made that parking subcommittee be authorized to make final decision n which company for parking project. Second. Majority vote.

VI. Executive Session

At approx. 9:34 pm EST. **Vice-Chair cites 143-318.11(a)(6), 143-318.11(a)(3), and 143-318.11(a)(5) to go into closed session** Motion. Second. Majority vote.

VII. Vice-Chair moves back to OPEN session motion. Majority vote. At approximately 10:40 pm, board moves to closed session and reconvenes into OPEN session.

VIII. VOTE

Motion to resume open meeting. Second. Majority vote.

IX. VOTE

Vote to seal the meeting minutes of closed session for May 23, 2012 meeting. Second. Majority vote.

X. VOTE: AP Lateral and New Hires

Motion made to approval lateral move to Kimmy Gordon from 6th Grade Language Arts to Upper School English. Second. Majority vote.

Motion made to fill the Guidance Counselor for the 2012-2013 school year with Whitney Triplett. Second. Majority vote.

Motion made to hire one EC APs (part-time) for approx 27-29 hours per week for the 2012-2013 school year for adaptive curriculum for two Middle School students (not in the budget).

VOTE: Earlier Start time for Head of School

Motion made to offer Chris Terrill's contract to start two weeks early. Second. Majority vote.

VOTE: Bonus Compensation

Motion made to authorize Vice-Chair to follow up on Bonus Compensation for those taking Head of School duties. Second. Majority vote.

VOTE: Controller Hours

Motion made to extend Controller hours in contract, as discussed. Second. Majority vote.

XI. VOTE

Motion made to adjourn. Second. Majority vote. Meeting adjourned at approx. 10:43 pm.

Respectfully submitted,

Anne McIntosh, Ph.D.,
Secretary, Board of Directors