

PLP BOD Board Meeting Minutes- Date: July 25, 2012

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

Absent: Michelle Adams, Pam Rogers

PLP Administration: Chris Terrill, Donna Beregon

Absent: Chris Scholl, Amy Sevic, Gloria Miller

Location: Upper School Seminar Room

### **I. Call to Order**

At approximately 6:00 pm, Meeting called to order by Vice-Chair.

### **II. Conflict of Interest Reminder per N.C. General Statutes 138A-15(e).** Vice-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.

Vice-Chair asks if any board member has a conflict with any issues coming before the board this evening. None noted.

### **III. Approval of Meeting Minutes**

Motion to approve Open and Closed session on July 27, 2012 and General Membership Meeting for May 15, 2012. Second. Majority Vote.

### **IV. Public Comment**

Kyle Riggins with TechnoCom out of Matthews introduced himself to the board and thanked PLP for the recent copying contract..

### **V. Policy Review.**

Committee Chair reminded board that P&P Report was uploaded into Google docs and shared by email. Plan is to expand Committee so members can break into smaller groups and take sections of Chris Terrill's 700-page document and review and create policies for PLP. HoS shared that while in FL, they used a firm that, for a fee, wrote policies that were reviewed by legal counsel to be sure they fit all federal and state laws. HoS will follow up with researching firms and bring recommendation to board at the August 10th Strategic Meeting. Committee chair said P&P probably would meet every two weeks with goal to have completed manual by Dec., 2012.

Electronic Document Storage policy was presented by Committee Chair; no comments. Motion to accept in present form; second. Majority vote- Approved.

Financial Policies was presented by Treasurer. Discussion that some of the language was negative; Vice-Chair will connect with Treasurer to see about reframing language to be more positive. Financial Policies will be re-introduced at August board meeting.

HoS informed board that the handbooks are available in Google docs; board will review at August meeting.

**VI. 2012-2013 Board Committee**

Vice-Chair asked Committee Chairs to recommend if Committees are still needed and the reporting pattern. Motion made , second, and majority vote the following:

- Academic Strategy Committee- recommended to remain in existence; add goals, improving test scores, and responsibility for curriculum with input from Leadership. Quarterly reporting.
- Policy and Procedure- recommended to remain in existence; expand membership; meet every two weeks as a committee until completion of Manual. Monthly reporting until Manual completed.
- Capital Improvement/ACC- recommended to remain as campus continues to expand. Meet monthly and report to board quarterly, as needed.
- Communication- discussion to dissolve committee; PTO will take over newsletter; continue to have Q&A at board meetings to provide response to public comments.
- Nominating- discussion/recommendation to combine with Board Development, especially with knowledge that DPI is requiring 12 hours of mandatory training.
- Ad Hoc- recommendation to dissolve.
- Grievance- recommendation to remain in existence, as needed.
- HoS- recommendation to remain in existence; report quarterly.
- Executive Committee- recommendation to dissolve
- Technology- board recognizes Technology Committee is in charter and is a school-based committee.

**VII. Administrative Matters/Committee Updates**

**A. Treasurer/Controller/Audit Report**

- Controller stated that the June 30 year-end financials are not ready yet.
- Training line item is a new line item in budget passed and is \$2,000.
- Errors were found in audit report; Petway is making those changes.
- Various LEA payments have been made (approximately 95 percent has been collected) and totals \$780,000 to date. Controller recommends PLP stay on top and invoice those LEAs.
- Last allotment from Sugar Creek settlement has been received; reminds board those funds were verbally earmarked to go towards first installment of bridge loan owed to Regions Bank in December.
- Varalease- last payment will be in August.
- Band Equipment loan- last payment so we are slowly getting loans paid off.

**B. Nominating Report**

Committee Chair reminds board that applications and resumes of three candidates are uploaded on Google Docs; board will interview tonight in closed session. To respect privacy, candidate names are not being disclosed at this time.

**C. PLP Membership Meeting (Sept 21)**

HoS states that planning is going well. Lots of involvement from all three 501©3 groups.

**D. Rotating Speakers for 501©3 entities**

Board approves that rotating every three months, one 501©3 entity be given 10 minutes to report and interact with board. HoS will notify Booster, K Foundation, and PTO.

**E. K Foundation representation**

Currently, Brian H and Julie F attend K Foundation meetings, on behalf of the board. Due to Julie Flaherty's resignation, she needs to be replaced as representing the board on Kaleidoscope Foundation. Motion made that John Allemeier replace Julie F. Second. Majority vote.

**F. PLP Community Communication**

Vice Chair asked if board had anything else to add to the July 30 Community Communication to go out. Secretary asked if General Membership meeting could be emphasized; board provided directive to HoS to emphasize the 20 ADM stressing how this impacts school funding for the year.

**G. Q&A Responses**

- Public Comment: Vice-Chair stated that at the top of Attendance Sign-In Sheet, there is a short explanation explaining that the only time the public can speak is during the Public Comment time. This is done to keep meetings efficient and so board can complete all its tasks.
- Kaleidoscope Foundation request: Vice- Chair stated that Sara Thomas' request has been addressed with the earlier discussion of rotating speakers.

**VIII. Administrative Matters/Committee Updates**

HoS noted that Leadership is on vacation; no formal HoS report.

**IX. Vote**

Motion to go into Executive Session at approximately 7:55 pm. Second. Approved.

**X. Resume Open Session and Motion to Seal Meeting Minutes of Closed Session**

Motion made; second and approved at approx. 9:50 pm to seal meeting minutes of executive session and go into open session.

**XI. VOTE**

Motion made to create a part-time College Guidance position, effective Fall, 2012. Second. Majority vote.

**XII. VOTE**

Motion made to appoint Tara Bain's board application to complete Julie Flaherty's term which ends June 30, 2013. Second. Majority vote..

**XIII. VOTE**

Motion made to adjourn. Second. Majority vote. Meeting adjourned at approx. 10:46 pm.

Respectfully submitted,

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