

## PLP BoD Board Meeting Minutes – June26, 2013

### Location: Upper School Seminar Room

**PLP BoD Present:** John Allemeier, Anne McIntosh, Nancy Pacious, Scott Broermann

**Absent:** Michelle Adams, Tara Bain, Brian Hochman, Pam Rogers

**PLP Administration Present:** Chris Scholl, Amy Sevic, Chris Terrill

**Location:** PLP Upper School Seminar

#### I. Call To Order

At approximately 6:02 p.m. EST, meeting called to order by vice chair. Vice chair recognizes the absence of Michelle Adams, Tara Bain, Brian Hochman and Pam Rogers. Quorum met; meeting resumes.

#### II. Conflict of Interest Reminder per NCGS 138A-15(e). Vice chair reads Conflict of Interest Reminder per N.C. “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 appearances 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 undur participation in the particular matter involved.”

Vice chair asks if any member ha a conflict with any issues before the board this evening. None noted.

#### III. Approval of Meeting Minutes

Motion to approve open and closed meeting minutes from 5/22/13 made by Nancy Pacious and 2<sup>nd</sup> by Scott Broermann. Approved by majority vote.

#### IV. Public Comment

None.

#### V. Administrative Matters and Committee Updates

##### a. Finance

- i. Finance Committee meeting last week.
- ii. Budget Report prepared by the Controller, much easier to read and understand.
- iii. Projections still in line with last month.
- iv. YTD surplus.

- b. Capital Improvement
  - i. Did not meet last month.
  - ii. ACC and Fine Arts still behind schedule, (but working six days a week to meet schedule), Fine Arts close by July 15 and ACC sometime thereafter.
  - iii. Walk through of both buildings scheduled right after meeting.
- c. Policy and Procedure
  - i. Requests that Policy and Procedure Manual be posted online by July 1 or as soon as possible after new website is set up.
  - ii. Would like manual split up into 4 separate documents.
  - iii. Need a call for applicants for Policy and Procedure Committee.
  - iv. Chris Terrill and Ginger have a copy of the Policy and Procedure Manual.
- d. Q&A Responses
  - i. John responded to Public Comment from May 22 meeting by the Gallant family regarding the difficulty of the MLS exams especially as they related to Math. Norms have not yet been established for the exam and Pine Lake has adopted a no harm policy for this year. If the score benefited the student, MLS exam scores were calculated into the grade, if MSL exam scores did not benefit students, scores were not used.

## VI. School Leadership Report/Update

- a. HoS
  - i. Would like to develop a Scholarship Program.
  - ii. Start and off campus sibling pre-school (estimated start date Fall, 2014).
  - iii. Full strategic plan will be ready for July meeting.
  - iv. Thank you to Ginger for great budget reports.
  - v. New Website, great layout, ready for July 1 with 90 percent complete.
  - vi. Would like to schedule a ribbon cutting for ACC and open house for Fine Arts building.
  - vii. Need to add Ginger and Amy to bank account as signers need to remove Andrew Mocerri, Rebecca Stratford , and Kari Jolly.
- b. Middle School – All good.
- c. Upper School – Great end of school year and looking forward to next year.

**Vote** Motion to approve adding Ginger and Amy to bank accounts as signers and remove Andrew, Rebecca, and Carey made by Anne McIntosh and 2<sup>nd</sup> by Scott Broermann. Accepted by majority.

## VII. Executive Session

**Vote** Motion to go into executive session by Scott, Anne 2<sup>nd</sup>. Accepted by majority vote at approximately 6:20 p.m. EST

**VIII. Return to Open Session**

**Vote** Motion to seal meeting minutes of closed session, Scott, Anne 2nd. Accepted by majority vote at approximately 6:30 p.m. EST.

**Vote** Motion to approve hire of Matthew Prim, Alison Westmoreland, Jackie Grant, and Lynn Kosinski made by Anne McIntosh, 2<sup>nd</sup> Scott. Accepted by majority vote.

**IX. Adjourn**

**Vote** Motion to adjourn at approximately 6:35 p.m. EST. Second. Accepted by majority vote.

Respectfully submitted,

Nancy Pacious (Secretary Tara Bain was absent)