

**Open Session Minutes
Meeting of the Board of Directors
Pine Lake Preparatory, Inc.
December 14, 2016**

BOD Members Present: Mark Foley , Aaron Petrosky, Kurt Woolley, Nancy Kuechler, Sara Thomas, Sarah Phillips and Eric Stachowski

*** Pam Frost-Shirley arrived at 6:33 p.m.

Administration Present: Chris Terrill, Andrew Mocerri, Chris Scholl, Shelly Sims, Tim Hoffman, Sherri Fletcher, Kristen Sutek, and Brant Hyatt

- i. Call to Order and Attendance – Kurt Woolley, Chair – 6:32 p.m.
- ii. Conflict of Interest Reminder per NCGS 138A-15(e) – (6:32 p.m.)

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 any undue participation in the particular matter involved.

 - a. No conflict noted
- iii. Public Comment – (6:33) Timothy Tinkham, Rachelle Yakubu, Cori Reid, Esther Shatsha, Sandra Drakeford and David Nason made public comments
- v. Approval of Meeting Minutes – (6:48p.m.)
 - i. Nancy Kuechler moved to approve the minutes for Open Session BOD meeting on November 16, 2016
 - ii. Mark Foley seconded the motion
 - iii. Motion was unanimous with Sara Thomas and Eric Stachowski abstaining
 - iv. Sarah Phillips suggested that the order of the Closed Session Minutes be rearranged
 - v. Nancy Kuechler moved to approve the minutes for the Closed Session BOD meeting on November 16, 2016 with the order of the minutes to be changed
 - vi. Sarah seconded the motion
 - vii. Motion was unanimous with Sara Thomas and Eric Stachowski abstaining
- i. Administrative Matters and Committee Updates – (6:48 p.m.)
 - a. Monthly Financial Report – Sherri Fletcher
 - a. Sarah Phillips moved to replace the former board members from last year's corporate resolution of the Raymond James Bond to the new board members Kurt Woolley, Sarah Phillips, Aaron Petrosky (Treasurer) and Sherri Fletcher (CFO)
 - b. Head of Schools Report – Chris Terrill
 - c. Committee Updates
 - a. Policy Committee – Eric Stachowski - Reviewed the proposed changes to the Parent Handbook

- b. Capital Improvement and Finance Committee – Aaron Petrosky/Chris Scholl (15 mins): Reviewed the bid for the restroom facility at The Grey
 - a. Sarah Phillips moved to approve the bid for the restroom facility at The Grey
 - b. Mark Foley seconded the motion
 - c. Motion was unanimous
- c. Academic Excellence Committee – Mark Foley

vii. Executive Session – (7:06 p.m.)

- a. **Nancy Kuechler made the motion to move to Executive Session**
- b. **Sarah Phillips seconded the motion**
- c. **Motion was unanimous**

§ 143318.11(a)(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

viii. Resume Open Session and Motion to Seal Minutes of Closed Session – (9:19 p.m.)

- a. Mark Foley made the motion to resume Open Session
- b. Nancy Kuechler seconded the motion
- c. Motion was unanimous
 - i. **Sara Thomas left Executive Session at 9:07 p.m. and was not present to vote

ix. Vote on Closed Session Items – (9:19 p.m.)

- a. Sarah Phillips made the motion to hire Allison Faulkenberry and Elizabeth House as Upper School math teachers
- b. Mark Foley seconded the motion
- c. Motion was unanimous
 - i. **Sara Thomas left Executive Session at 9:07 p.m. and was not present to vote
- d. Aaron Petrosky made the motion to approve funds up to \$6600 for a temporary lease to house Team Spork
- e. Mark Foley seconded the motion
- f. Motion was unanimous
- g. Sara Thomas left Executive Session at 9:07 p.m. and was not present for the vote

x. Adjournment – (9:22 p.m.)

- i. Sarah Phillips made the motion to adjourn
- ii. Mark Foley seconded the motion
- iii. Motion was unanimous
 - **Sara Thomas left Executive Session at 9:07 p.m. and was not present for the vote.

xi. FYI: Upcoming Events

- a. PLP Board Meetings (*location is Upper School unless otherwise noted*):
 - i. Next Meeting – January 25, 2017

***Respectfully submitted by Nancy Kuechler PLP Board Secretary