



CAROLINA INTERNATIONAL SCHOOL
the world is our family

9545 Poplar Tent Rd Concord, NC 28027

Phone: 704.455.3847 Fax: 704.455.4672

School Hours 8:30 am –3:30 pm

Board of Directors Meeting Minutes

May 16, 2019

Attendance:

	2019											
	10-Jan	14-Feb	14-Mar	11-Apr	9-May	13-Jun	11-Jul	1-Aug	12-Sep	10-Oct	14-Nov	12-Dec
David Kukielski, Head of School	X	X	X	X	X							
Donna Harkey, K-12 Principal	X	X	X	X	X							
Teacher Representative	X	X	X	X	X							
PTSO Representative	X	X	X	X	X							
Kasi Eagle, Chair	X	X	X		X							
Dr. Rashonda Burkett, Vice Chair	X	X	X	X	X							
Nilan Russell Jr., Secretary	X	X	X	X								
Amy Ward, Treasurer	X	X	X	X	X							
Abby Bottoms	X		X	X	X							
Charles Stanec		X	X		X							
Tom Anderson	X	X	X	X	X							
Mark Johnson	X	X	X	X	X							
Bob Grimm	X	X	X		X							
Trista Collins	X	X	X	X	X							
Sarah Baxter												
Curtis Ifill	X	X										

Welcome, Call to Order @ 6:30pm

Amy Ward

CIS Mission & Vision

Brynn Bates

Service Project Presentations

- 10th grade presented on their work with Veterans in Salisbury, NC and homeless vets.
- 11th and 12th grade – St. Jude Mathathon
- AIG – Wands for Wildlife

2019-2020 AIG Plan

- Mrs. Canham presented the plan
- There were many questions on demographics for AIG and demographics of students in the area.
- A motion was made by Rashonda to accept the plan as presented.
 - o Amy 2nd the motion
 - o Motion passed (unanimous)

Secretary Report

Nilan Russell

- Reading of the minutes from March & April were waived.
- Motion to accept the previous minutes was made by Tom.
 - o Chuck 2nd motion
 - o Motion passed (unanimous)

Development Committee

Bob Grimm

- Bob gave updates from the committee:
 - o The school sign on Poplar Tent road is now being updated more often.
 - o On Sat 5/4 the school showcase was held. Invited in the community to see the school and new students to Get them excited about next year. For new families joining us in the fall.

Finance Report

Amy Ward

- Amy gave updates on a few areas.
 - o Construction committee:
 - The roof is now completed on the new addition.
 - Exterior painting is completed.
 - Once school gets out work will start on connecting the interior of the buildings together.
 - Edifice will be working to fix the irrigation system that is currently out of order.
 - o Finance:
 - We should be finishing the year with a surplus in the budget.
 - Working to get K12 online payment system up and running soon, so CIS can begin accepting payments Online for various fees during the school year and for summer camps.
 - Will be conducting the budget meeting tonight for the 2019-2020 school year.

HOS

David Kukielski

- David gave his updates from his HOS report. Please see the notes he sent out in a separate email.
- David and CIS teachers conducted many tours during the showcase of CIS on 5/4. Lots of new families visited. Plus some community walk-ins wanting to see the school.

Principal Report

Donna Harkey

- Field Trips and/or Assemblies
 - o 1st grade Shiele Museum. Student Council to Dave and Buster's. Chorus to Competition at Carowinds
- Accomplishments
 - o Student Council elections. Earth Day Extravaganza. Awards Night for Seniors. 2nd grade Science Fair
- Professional Growth
 - o Staff training in Teaching Tolerance "Responding with Empathy"

Teacher Report

Brynn Bates

- 5th Grade – conducted a scavenger hunt on the school grounds and found multiple organisms including: Toads, flat back millipedes, turtles, dragonflies, moss, turkey tail fungus and more.
- 6th Grade – germinated lima beans and pinto beans and observed their multiple stages. These plants then allowed me to illustrate the vocab words for tropism.

PTSO

PTSO Rep

- PTSO delivered some updates about the showcase day on 5/4.
- Doing Muffins for Moms on 5/10.
- PTSO is still having a hard time getting volunteers for school events. Asked if the school can update the student handbook asking families to volunteer so many hours each year. The school administration will review the idea to see if it can be implemented for next year.

Old Business

- If we wanted to use Elliott David for the school audit again this year.
- A motion was made by Mark to use Elliott David for the audit again this year.
 - o Chuck 2nd the motion
 - o Motion passed (unanimous)
- Discussed the updates that were needed to the admissions/enrollment policy (note: use whatever title you had for this in last month's meeting minutes).
- A motion was made by Mark to accept the recommended changes to the policy as presented in the email from Mr. K, along with the following changes:
 - o In the write-up, the one word "several" will be changed to "5".
 - o In section 5 the word "designee" will be removed.
 - o In section 7 the full line after "The results..." To the end of the sentence should be

in grey more changing.

- o In section 7 adding “validation by CIS board” after the grey section “the results”.
- o Chuck 2nd the motion
- o Motion passed (unanimous)

New Business

David Kukielski

- Budget meeting which will be discussed in closed session.

Open Comments

- None

Closed Session

- 8:03pm a motion was made by Amy to move to close session to discuss the budget.
 - o Rashonda 2nd the motion
 - o Motion passed (unanimous)
- Discussed the budget
- At 10:05pm we came out of closed session.

Back in open session

- A motion was made by Tom to accept the budget as presented by the administration.
 - o Trista 2nd the motion
 - o Motion passed (unanimous)

Closed the meeting

- At 10:05pm Chuck made a motion to adjourn the meeting.
 - o Tom 2nd the motion
 - o Motion passed (unanimous)

As Board Chair, I certify that these minutes have been reviewed and approved as they appear above.

Signature

Date