



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

October 13, 2016

Attendance:

	2015				2016							
	10/8	11/12	12/10	1/14	2/11	3/10	4/14	5/12	6/9	8/9	9/8	10/13
Scott Elliott												
Dr. Charles Hutchison	X	X	X	X	X		X	X				X
Tom Anderson	X	X	X				X		X			
Curtis Ifill	X	X	X	X	X	X	X	X	X	X	X	X
Rashonda Burkett	X	X	X	X	X	X	X	X	X	X	X	X
Mark Johnson	X	X	X	X	X	X	X	X	X	X	X	X
Sarah Baxter	X	X		X	X	X	X			X	X	
Donna Harkey	X	X	X	X	X	X	X	X	X	X	X	X
Abby Bottoms		X	X	X	X	X	X	X	X	X	X	X
Teacher Rep	X		X	X	X	X	X	X				X
PTSO		X		X	X		X	X		X	X	X
David Kukielski	X	X	X	X	X	X	X	X	X	X	X	X

Call to order 6:32pm

Curtis Ifill

CIS Board Email Responses and General Comments

Curtis Ifill

- Donna Harkey introduced new staff to the board

CIS Mission & Vision

Abby Bottoms

Secretary's report

Sarah Baxter

- Mark Johnson made a motion to waive the reading of the minutes, Charles Hutchison seconded, motion passed unanimously

Development and Giving Committee

Rashonda Burkett

- Kick off for the Capital Campaign will be at the 2nd annual Fall Mixer on October 21, 2016 at the Kings Crossing Club House
- Lottery Casino Night to be held in May
- The marketing video is complete and published

Finance Report

Mark Johnson

- Reviewed the reports prepared by CFS
- The Audit draft will be ready by October 24, 2016
- Positive results from contract negotiations with the current Cleaning Vendor
- We are at 74% of our goal for the solar panel after a recent donation of \$2,000

Head of School Report

David Kukielski

- David submitted a written report in lieu of his absence
- Rashonda Burkett waived the reading of the Head of School report, Mark Johnson seconded, motion passed unanimously

Principal's Report

Donna Harkey

- SLT presented a draft of the current SIP for the board to review
 - All feedback should be submitted to Donna Harkey by the November board meeting.
 - The SLT chairs plan on attending all the monthly meetings

Teacher Report**Cheryl Reed**

- First grade entered an educational booth in the Cabarrus County Fair
- Middle school environmental students are preparing 4H presentations
- English 2 is reading/studying Paulo Coelho's novel, The Alchemist
- Chemistry students are studying the atom
- Astronomy students have created scaled models of the solar system on receipt tape

PTSO

- Solar panel project goal exceeded - \$7,180 raised with a \$2500 donation from PTSO
- Two of four water filling stations installed
- Fall catalog sale to ends September 9th
- Yankee Candle August 26 to September 29th
- First movie night September 9th
- 3rd Annual Family Barbeque October 1st
- Family skate night to occur on October 27th
- Scholastic Book Fair scheduled from October 31st through November 4th

Old Business

- None

New Business

- None

Open Comments

- None

Mark Johnson made a motion to go into closed session to discuss a personnel matter, Rashonda Burkett seconded. Motion passed unanimously.

Closed Open Session at 7:10pm**Opened Closed Session at 7:15pm****Ended Closed Session at 8:00pm**

Mark Johnson made a motion to accept the new employment agreements. Rashonda Burkett seconded. The motion passed unanimously.

Mark Johnson made a motion to adjourn, Rashonda Burkett seconded. Motion passed unanimously.

Adjournment 8:05pm

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

Signature

Date