



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

January 14, 2016

Attendance:

	2015											2016
	1/8	2/12	3/12	4/16	5/14	6/11	8/13	9/11	10/8	11/12	12/10	1/14
Scott Elliott						X						
Dr. Charles Hutchison	X	X	X	X	X	X	X	X	X	X	X	X
Sam Leder	X	X			X							
Tom Anderson	X	X	X	X	X		X	X	X	X	X	
Curtis Ifill	X	X	X	X	X	X	X		X	X	X	X
Rashonda Burkett	X	X	X		X	X	X	X	X	X	X	X
Mark Johnson	X		X	X	X	X	X	X	X	X	X	X
Sarah Baxter	X	X	X	X	X	X		X	X	X		X
Donna Harkey	X	X	X	X	X	X	X	X	X	X	X	X
Sally Reynolds	X	X	X	X	X	X						
Abby Bottoms	X		X	X	X	X	X	X		X	X	X
Eric Hill Teacher Rep												
Amanda Fisher Teacher Rep	X	X	X	X	X	X		X	X		X	X
PTSO		X	X	X	X	X		X		X		X
Mr. David Kukielski	X	X	X	X	X	X	X	X	X	X	X	X

Call to order 6:36pm

Curtis Ifill

CIS Board Email Responses and General Comments

Curtis Ifill

- 5th Grade service project was presented – ‘A Million Thanks’ Christmas Cards to Veterans (340+)

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

- Giving campaign currently at ~\$30,000
- Phone-a-thon to occur in March
- Facebook video contest beginning February 1

Finance Report

Mark Johnson

- Finance Committee meeting included the following:
 - Reviewed the budget and balance sheet prepared by LB&A
 - Made several adjustments to the budget to true up wash accounts
 - Other non-wash account items were adjusted on the budget reflecting changes in expenses and revenues
 - The annual audit was completed

- Met with S&P to review the schools performance for our bond rating – do not expect any changes in our current bond rating of BB+

Head of School Report

David Kukielski

- 615 applications submitted for the next school year

Principal's Report

Donna Harkey

- Completed of all exams before leaving for break – positive feedback received
- Roundtable meeting 1/5/16 – see FB for details
- Annual CIS Spelling Bee 1/8/16 25 students competed through 11 rounds
 - Jibraan Syed (5th) Winner and Matthew Fritz (9th) Runner Up
 - Regional Bee is 1/21/16 at the Lincoln County Cultural Center
- Report Cards went out on 1/11/16
 - Certificates, Honor Roll, Celebration 1/15/1
 - All seniors continue with status for graduation
- Informational Sessions #2 and #3 (of 9) conducted this week for potential students and for parents interested in making application for the 2016 – 17 school year lottery
- Lockdown drill today – excellent performance for students and staff
- Trip to DC 10th and 11th cancelled due to disinterest (3 had registered). Trip to NYC 12th grade cancelled due to disinterest (1 committed). Trip to OBX 8th grade, Continued (25 registered)
- Homecoming Dance
 - Grades 9 – 12
 - Friday January 22 7 – 1. Atrium
 - Sponsored by the Project Management class and Student Council
- Australian student teachers to visit our school Jan 21st - 5 of these will shadow HS classes for 4 days. UNCC cohort

Teacher Report

Cheryl Reed

- Kindergarten: Celebrating the 100th day of school on January 27 by having a parade with 1st grade and special activities in our class rooms
- 1st grade: Planning our yearly service project
 - Church of God Orphanage: will be gathering toiletry items and bags to donate to them
- 7th grade ELA: students have just completed working on their group project in which they analyzed how a poet's life affected their writing style
- 8th grade Science: Learning about energy and how to conserve energy
- Chemistry students are learning about Stoichiometry
- Seniors are ordering their senior shirts soon and are planning their prom

PTSO

- The Holiday Store was a huge success
- Spirit Night at Frye's skate zone January 13, 2016
- AED machine purchased for the school with delivery date of January 23, 2016 V
- Volunteers are in the process of dismantling the library
 - Books from the library have been distributed to teachers to build libraries in their own classrooms
 - PTSO is reviewing teacher requests to purchase additional bookshelves for the classrooms
- Upcoming events include:
- The Family Dance will be held at CIS on Friday February 5th
- The PTSO Annual Silent Auction will be held on Saturday, February 27th from 6pm-9pm at the University Hilton

Old Business

- None

New Business

- Discussed plans for 3-5 year plans for the school
 - Strategy meeting to be planned by mid-February

Open Comments

- None

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

Closed Open Session at 7:30pm

Opened Closed Session at 7:37pm

Ended Closed Session at 8:37pm

Mark Johnson made a motion to adjust 029and 036 revenue accounts, Charles Hutchison seconded. Motion passed unanimously.

Mark Johnson made a motion to adjourn, Charles Hutchison seconded. Motion passed unanimously.

Adjournment 8:40pm

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

Signature

Date