



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 8, 2015

Attendance:

	2014			2015								
	10/9	11/13	12/11	1/8	2/12	3/12	4/16	5/14	6/11	8/13	9/11	10/8
Scott Elliott	X	X	X						X			
Dr. Charles Hutchison	X	X	X	X	X	X	X	X	X	X	X	X
Sam Leder	X	X	X	X	X			X				
Tom Anderson	X	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
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	X	X	X			
Abby Bottoms	X	X	X	X		X	X	X	X	X	X	X
Eric Hill Teacher Rep	X	X	X									
Amanda Fisher Teacher Rep				X	X	X	X	X	X		X	X
PTSO	X	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 6:31

Curtis Ifill

CIS Board Email Responses and General Comments

Curtis Ifill

- None

CIS Mission & Vision

Cheryl Reed

Secretary's report

Sarah Baxter

- Mark Johnson made a motion to accept the minutes from the August and September board meetings without reading them aloud. Tom Anderson seconded. Motion passed unanimously.

Development and Giving Committee

Rashonda Burkett

- CIS Wine Tasting held on September 26, 2015 it was well attended and successful
- Golf Tournament scheduled for November 16, 2015
- Kickoff of Annual Fund on October 26, 2015 along with ribbon cutting for the new gym

Finance Report

Mark Johnson

- Reviewed budget presented by LBGNA
- Annual Audit is still under way
- Reviewed enrollment and the school is aligning appropriately with our budgeted numbers
- Construction on the gym completed on September 30, 2015

- Other campus improvements:
 - Awnings will be going up October 16th and 19th on the Gym and the 20th for carpool side
 - Custodial fees will increase due to additional space

Head of School Report

David Kukielski

- BASP numbers have grown
- Student admissions is at 840
- Marketing is working closely with development committee to finalize marketing campaign for annual fund drive

Principal's Report

Donna Harkey

- Introduced the new staff to the board
- Progress Reports distributed on September 15
- Successful K – 4 Curriculum Night on September 17
- Equally successful 5 – 12 Curriculum Night the following week September 24
- Senior Class meeting was held on September 18 with Herff Jones representative
- CIS celebrated Peace Day on September 21. Class presentations, music, and a speech by Nimish Bhatt were highlights of the program
- Our activity time during power hour was officially named, Comet Time - activities began during this time on September 28
- Three of our staff members and one BASP staff member received training in the CPI restraint procedures on October 1 and 2
- CIS received our Certificate of Affiliation for the National Honor Society, applicants are under review
- MAP testing has been successful
- Our new to CIS MS Science teacher begins tomorrow

Teacher Report

Cheryl Reed

- 5th grade- Studying Native American unit making artifacts that represented each tribe or a region of North America
- 8th grade- Science looking at the hydrosphere and will explore water in a water lab
- Chemistry- will continue to explore the trends of the periodic table
- Seniors- Making power points about different colleges to display on the screens in the atrium as they start to look at how to complete admissions paperwork
- High School Spanish Classes - Students had the opportunity to hear from parents and CIS friends from different cultural and Spanish language experiences in celebration of the Hispanic Heritage Month

PTSO

- Researching the carports and hoping to use the vendor you are already using for awnings.
- Working with EC on a new project to build a calming garden, near the old 2nd grade butterfly garden - It will include a swing and some climbing plants
- Frye's skate night is October 29th 6:30-8:30pm
- Book Fair is November 2nd thru the 6th.
- International Extravaganza is Friday, November 6th

Old Business

- None

New Business

- Website has been improved and is much more intuitive
- House Bill 97 passed

Open Comments

- Kimberly Gibson spoke regarding lack of communication to the parents on policy or practice changes. PE needs to be reevaluated as she felt it should be year round versus half the year.

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

Closed Open Session at 7:11pm

Opened Closed Session at 7:16pm

Ended Closed Session at 8:15pm

Mark Johnson made a motion to approve two new positions. Rashonda Burkett seconded. Motion passed unanimously.

Tom Anderson made a motion to adjourn, Mark Johnson seconded. Motion passed unanimously.

Adjournment 8:32pm

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

Signature

Date