



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

March 12, 2015

Attendance:

	2014						2015					
	7/16	8/14	9/11	10/9	11/13	12/11	1/8	2/12	3/12	4/16	5/14	6/11
Scott Elliott	X	X	X	X	X	X						
Dr. Charles Hutchison	X		X	X	X	X	X	X	X			
Sam Leder	X	X	X	X	X	X	X	X				
Tom Anderson	X	X	X	X	X	X	X	X	X			
Curtis Ifill			X	X	X	X	X	X	X			
Rashonda Burkett	X	X	X		X	X	X	X	X			
Mark Johnson	X	X	X	X	X	X	X		X			
Sarah Baxter	X		X	X		X	X	X	X			
Donna Harkey	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			
Eric Hill Teacher Rep			X	X	X	X						
Amanda Fisher Teacher Rep							X	X	X			
PTSO		X	X	X	X	X		X				
Mr. David Kukielski			X	X	X	X	X	X	X			

Call to order 6:31

Curtis Ifill

CIS Board Email Responses and General Comments

Curtis Ifill

- Thanked the 1st and 4th graders for the presentations of their service projects

CIS Mission & Vision

Amanda Fisher

Secretary's report

Sarah Baxter

- Tom Anderson made a motion to accept the minutes from the January 8th meeting without them being read aloud. Mark Johnson seconded. Motion passed unanimously

Giving Committee

Rashonda Burkett

- Three informational sessions held to discuss the three focus groups and their outcome
 - Two of the meetings were in person
 - One meeting was held via a webinar
- Official campaign will be launched in April

Finance Report

Mark Johnson

- Budget reviewed and is operating at a surplus
- School bell to be purchased to allow for smoother transition between classes for students and administration

- No change to school's financial position since last month

Head of School Report

David Kukielski

- Boys basketball team had an undefeated season
- Proposal shared to host a summer camp to begin June 15th
- Lottery held Saturday, March 7, 2015
 - Duration 15 minutes
 - No technical difficulties

Elementary Principal Report

Donna Harkey

- Dr. Seuss week
- Celebration K – 2 held
- Progress Reports sent home for students with grades below C
- Remediation each day based upon MAP data using differentiated ability grouping
- EC teacher hired for next year, with an interim alternate solution for remainder of the year

Secondary Principal Report

Sally Reynolds

- Jump Start night for current CIS students and those offered a seat for 2015/2016 school year
 - Event to occur Wednesday, March 18
 - Local colleges to attend
 - Credit expectations
 - Course offerings
- New EC teacher started March 11, 2015

Teacher Report

Amanda Fisher

- Ms. Remsburg's class completed a pond study and an owl was captured on the wildlife camera
- Ms. Morris's class covered a unit on animal and plant adaptations
- International Curriculum invited parents to teach culture lessons
- 3rd graders are studying the structure and function of government
- 4th grade created a nutrition calendar in support of National Nutrition Month
- 5th graders are studying the human body by creating life size body models, building them one system at a time
- Mr. Molesky's 6th grade class read to an elementary class
- 8th graders just completed Chew on This, by Eric Schlosser

PTSO

- PTSO is funding up to \$750 to complete the construction of the playground area
- PTSO Beautification committee plans to install permanent outdoor signage for along the entry/ exit road
- Spirit night at Chick-Fil-A to occur on April 28
- Intimidators game planned for June
- Family dance was well attended on March 6
- Teracycle - In conjunction with Ms. Remsburg, the PTSO will be starting a pilot program for additional recycling streams: Pens, markers, ink jet, and toner cartridge collection will begin soon
- Coffee & Chat - next month we will begin holding our monthly coffee & chat sessions on campus in the courtyard
- Tentative date of March 31 for Donuts with Dads

Old Business

- Piedmont Natural Gas Easement Proposal:
 - Adjustment to path for easement required
 - The negotiation continues on the easement reimbursement
- The building committee will meet with both our builder and construction company to discuss expansion plans

New Business

- DPI held a training session on creating/maintaining policies
 - Ensure all policies apply to our school
 - Ensure all policies are adhered to
 - Handbook changes may be reviewed and approved in Board of Director's meetings
 - By-Laws and Charter require review/approval by DPI
- April Board of Directors meeting to be held after Spring Break, third Thursday of March
- Mr. Kukielski presented the budget for the proposed Summer Camp program
 - Program would generate revenue for the school
 - Program not to exceed 50 campers
 - CIS Students offered open spots first, if spots remaining they will be offered to non-CIS students
 - Budget and salaries to be discussed in closed session

- Mark Johnson made a motion to accept the proposal to initiate a summer camp. Rashonda Burkett seconded. Motion passed unanimously.
- Mr. Kukielski presented the proposed 2015-2016 School Year Calendar
 - Administration and teachers in favor of the change to beginning in mid-August and ending prior to Memorial Day
 - 1st semester testing to occur before Winter Break
 - Mark Johnson made a motion to approve the 2015-2016 School Year Calendar. Rashonda Burkett seconded. Motion passed unanimously.

Open Comments

- Jacob Porter: Infrastructure architect with Charlotte Mecklenburg Schools. Office 365 available for free to school systems. Offers free Microsoft office software for teachers and students, email, etc.

Rashonda Burkett made a motion to go into closed session to discuss a legal matter and personnel issue, Tom Anderson seconded. Motion passed unanimously.

Closed Open Session at 8:03pm

Opened Closed Session at 8:08pm

Ended Closed Session at 9:28pm

Rashonda Burkett motioned the following staffing change:

- New positions:
 - Development Coordinator

Sarah Baxter seconded the motion. The motion passed unanimously.

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

Adjournment 9:32pm

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

Signature

Date