



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 9, 2014

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								
Dr. Charles Hutchison	X		X	X								
Sam Leder	X	X	X	X								
Tom Anderson	X	X	X	X								
Curtis Ifill			X	X								
Rashonda Burkett	X	X	X									
Mark Johnson	X	X	X	X								
Sarah Baxter	X		X	X								
Donna Harkey	X	X	X	X								
Sally Reynolds	X	X	X	X								
Abby Bottoms	X		X	X								
Mr. Hill Teacher Rep			X	X								
PTSO		X	X	X								
Mr. David Kukielski			X	X								

Call to order 6:38

Scott Elliott

CIS Mission & Vision

Mr. Hill

Secretaries report from September 11th meeting was reviewed and approved by the board with the following changes:

- Corrected going back to open session to 9:45pm
- Added Mr. David Kukielski to attendance
- August minutes corrections: Corrected spelling of Dr. Beall's name
- Teacher's Report: Corrected the spelling of Mr. Prybula's name

Building Committee

Tom Anderson

No new items discussed.

Capital Campaign

Scott Elliott

- Mrs. Burkett not present due to business travel
- PayPal account has been setup for donations to the Capital Campaign

Finance Report

Mark Johnson

- Reviewed Financial Report
- Reviewed bond rating report where CIS rated as BB+ (stable)
- Finance meetings are held the Tuesday prior to each month's Board of Directors meeting and are open to the public
- Scott Elliott moved to accept the budget amendments recommended by the Finance Committee, seconded and motion passed unanimously

Director's Report**David Kukielski**

- 711 students enrolled as of Monday, October 6, 2014
- First 5 weeks have been very successful

Administrative Report**Donna Harkey/Sally Reynolds**

- Elementary: BOG 3 tests were administered and a little over 40% of students were at level 3, 4 and 5
- Elementary: Trish Valentino ESL coordinator attended conference in Raleigh, NC and served as conference facilitator
- Elementary: Mentor/Mentee program well under way
- Elementary: PDP's due October 10th
- Elementary: Ms. Harkey requested the International Flags be displayed outside the school
- Elementary: Curriculum night is October 29th, both Boy and Girl Scout representatives will be present
- Secondary: Curriculum night was held October 2nd
- Secondary: PLC Focus – review of data/grading practices related to formative & summative assessment
- Secondary: ACT EXPLORE & PLAN to occur week of October 13th
- All: Progress reports sent home Monday, October 6th
- All: 11th Annual International Festival on October 23rd
- All: Parent Teacher conferences November 10th
- All: Student Council elections held
- All: MAP Assessments to occur week of October 13th – obtaining Fall baseline

Teacher Report**Mr. Hill**

- Mrs. Brakovec, PE, has covered the following units (K-5):
 - Exercise
 - The Way We Move (K-2)
 - Volleyball (3-5)
- Mr. Eitner's 8th graders created a museum dedicated to the 1960's, aligned with the book The Outsiders
- Mrs. Davis had her students create presentations on Environmental Careers
- Mrs. Batra and her Kindergarten students are celebrating Uganda's Independence Day and India's Diwali. 2nd graders are singing songs from Germany for the Brookdale Retirement Home.
- Mrs. Fisher's students made Par fleche drawings to symbolize and represent Native American life. They also learned about and were able to witness the 5 stages of the water cycle.
- Mrs. Arriaga's 6th and 8th grade International Study students completed their web quest on environmental issues in the Amazon rainforest. Her Spanish students are focusing on speaking, writing and reading. They are creating posters to show people's daily routines and posting them in the world language classroom.
- Ms. Kennon's classes are working on team building.
- School Leadership Team had its first meeting and worked on the School Improvement Plan (SIP).

PTSO**Eileen Sousley**

- Big Sweep (9am-noon) / Founders Day BBQ (1pm-5pm) was very successful, 250 participants
- Operating Budget for PTSO and By-Laws under review with anticipated approval in March
- Catalogue sales completed with \$22,000 gross, net revenue of 40% of those sales
- First ice cream Wednesday very successful
- First Movie night to be held October 17th
- Book fair November 3rd – 7th
- International Festival preparations underway
- Portable stage obtained by PTSO
- Spirit night's second Monday of each month at Hawthorne's in Harrisburg
- Media Center under way with anticipation of opening in November
- Usage of surplus money from 2013 to be presented in October PTSO meeting
- Requested Board to solution the installation of playground equipment

Old Business

- State requirements of instructional hours for the year are 1025 hour. CIS has 1038 hours for the year.
- Application for school growth to be submitted by October 31st

New Business

- Board Officer elections held
- Scott Elliott nominated Curtis Ifill as Board Chair, Tom Anderson seconded. There were no other candidates nominated. Curtis Ifill voted in as new Board Chair.
- Scott Elliott nominated Charles Hutchison to maintain his position as Co-Chair, Sam Leder seconded. There were no other candidates nominated. Charles Hutchison voted in as Co-Chair.
- Scott Elliott nominated Mark Johnson as Treasurer, Sam Leder seconded. There were no other candidates nominated. Mark Johnson voted in as new Treasurer.
- Scott Elliott nominated Sarah Baxter to maintain her position as Secretary, Curtis seconded. There were no other candidates nominated. Sarah Baxter voted in as Secretary.
- Bank signature card to be updated for the operating account to remove Scott Elliott and add Mark Johnson

Open Comments

- None presented

Scott Elliott made a motion to go into closed session to discuss a legal matter and personnel issue, Sam Leder seconded. Motion passed unanimously.

Closed Session at 8:06p**Open Session at 9:08p**

Sarah Baxter made a motion to adjourn, Scott Elliott seconded. Motion passed unanimously.

Adjournment 9:09p

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

Signature

Date