



THE WORLD IS OUR FAMILY

CAROLINA INTERNATIONAL SCHOOL

A NORTH CAROLINA PUBLIC CHARTER SCHOOL

8810 Hickory Ridge Road, Harrisburg, NC 28075

704.455.3847 • 704.455.4672 (fax)

info@CarolinaInternationalSchool.org • www.CarolinaInternationalSchool.org

Board of Directors Meeting Minutes

December 12, 2013

Attendance:

	2013					2014					
	8/15	9/12	10/10	11/14	12/12	1/9	2/13	3/13	4/10	5/8	6/12
Scott Elliott			X	X	X						
Dr. Charles Hutchison		X	X	X							
Sam Leder		X		X	X						
Tom Anderson		X	X	X	X						
Curtis Ifill		X	X	X							
Jeff Mann			X	X							
Melissa Cooler											
Mystica Nelmes		X	X	X							
Donna Harkey		X	X	X	X						
Sally Reynolds		X	X	X	X						
Abby Bottoms		X	X	X	X						
Sarah Poling		X	X		X						
PTSO		X	X		X						

Call to Order: 6:40 by Scott Elliott

CIS Mission Statement

Sarah Poling

Introduction of New Staff

Donna Harkey

Donna Harkey introduced our new Kindergarten Teacher Assistant, Wanda VanNiel.

6th grade International Festival Project

Beth Torres

The 6th grade made rubber band bracelets in the color of their sister country to sell at the International Festival to raise money for the Development Fund. They were able to exceed their \$100 goal with some last minute donations.

School Improvement Plan

Beth Torres

Beth Torres presented the School Improvement Plan developed by the School Leadership Team for approval.

Committee Reports

Secretaries Report

Abby Bottoms

Reviewed minutes from the November 2013 meeting.

Building Committee Report

Tom Anderson

Tom Anderson provided an update on the new campus project. Edifice started putting on the second floor.

Finance Report

Sam Leder and Abby Bottoms

Reviewed the reports prepared by LB&A, the Finance Committee did not have any recommended changes at this time. The LOC with Wells Fargo has been renewed for another 12 months. We will need to have a 30 day rest at some time during the 12 month period. The control agreement is moving forward. The PRM problems have been resolved with Power School. The PRMs from month 1 and 2 have been approved and month 3 will be approved on Monday after maintenance.

Academic Report

Donna Harkey, Elementary School Principal

Donna Harkey provided an overview of academics including the following points:

- Mrs. Ifill hosted a visit from Ronald McDonald who provided an anti bullying pep rally for students in grades K-3,
- Attended the Region 6 Principal's meeting.

- 5th grade participated in a field trip to the Mint Museum.
- The 9th grade theatre arts class provided a play this past weekend, "The Curse of the Cobra's Kiss".
- December EC count was submitted to DPI.
- Began hiring process for a part time Spanish teacher for next semester.
- 4 Open Houses have been conducted.
- 6th grade participated in a field trip to the NASCAR speedway.
- David Hostetler, the school attorney met with staff to discuss FERPA and other topics related to the school workplace.
- The first round of formal teacher observations is underway.
- The staff party will take place tomorrow evening at the University Holiday Inn.

Sally Reynolds, MS/HS Principal

Sally Reynolds provided an overview of academics including the following points:

- MAP Assessment Session for Fall is almost complete – will analyze data with individual grade level teams. Individual Student Growth Reports will be sent home with students.
- Mrs. Ifill organized a visit from CATO Principal Joey Burch presented to students and their families on November 20th. Approximately forty (40) people were in attendance as he discussed this secondary option for earning post-secondary credit.
- We are in the planning stages to assemble a stakeholder group to examine best practices in focusing and expanding our secondary program (grades 6-11 for 2014 school year). This group will seek to include students, teachers, parents and administrators for this effort.

PTSO Report

Jennifer Henry

The PTSO provided an over of the following points:

- International Festival was very successful
- Upcoming Sprit Nights at Pottery Cottage and La Unica
- Coffee and Chat scheduled for 1-9-14 right after student drop off
- Planning is underway for the Silent Auction which is scheduled for February 1, 2014
- The Talent Show is scheduled for March 7, 2014.
- The Library is open from 8:15 to 9:00 daily
- JA will begin in January

Staff Report

Sarah Poling

1st grade, Ms. Nicholas & Mrs. Mills

We are traveling around the classrooms, as different countries, to celebrate and learn about holidays around the world. We are comparing USA, England, Mexico, Israel, Sweden, Africa, and Germany. We are focusing on the highlights of each country's traditions. Some of our students are even being challenged in math to work on double digit addition! The students are learning about polar animals and their habitats this month.

2nd grade, Mrs. Deiwert, Mrs. Bunch, Mrs. Poling

We just finished our service project last week, baking cookies for people in need over the holiday season. Rocket Ryan also came this week to visit and teach us about sound. Students learned about pitch, vibrations, sound waves, and more while experimenting with Rocket Ryan!

3rd grade, Ms. Black

We had Rocket Ryan visit each class this month! He led multiple experiments with heat – students experimented with light and saw firsthand, heat get transferred using conduction, convection, and radiation.

4th grade, Mrs. Foxworth

We have been doing a lot of exciting experiments with energy, including building our own battery-powered circuits and sequencing the cascading effect in fireworks. We are doing interesting wintertime writing projects: Foxworth is researching and forming opinion papers about the Iditarod race; Jablonski is writing a fantasy story about replacing reindeer with alternative animals; West is writing a fantasy story about their teacher leading a secret life. We just completed our unit on division and will be starting our huge fractions unit after the break.

5th grade, Mrs. Grafton

Letter from the Wings of Eagles Ranch (5th Grade Service Project)

Good Afternoon Sarah,

Just wanted to shoot you a quick note to say your kids and parents were amazing. They got so much work done for us and were such a pleasure to work with. Lunch was amazing and the gentleman who brought it was great. Hoping we can do something with them in the future. I have pictures to send you so I will do that as soon as I can.

Take care and look forward to working with your school again!

6th and 7th grade, Mrs. Torres

Her kids are doing a good deal of writing. The 7th graders wrote heartfelt journal entries about what they could do with scissors that could cut anything. The 6th grade Social Studies class wrote raps about the Stone Age. The 6th graders also have been writing an adventure story.

9th grade, Mr. Furlough

We will be doing pennies for pasta after midterms, late January. We are also exploring Biotechnology and isolated DNA from strawberries.

Music, Mr. Schultz

The CIS Band is rolling along nicely now. Over break Mr. Schultz will be shopping for songs for them and planning for our first concert. The date is TBD. He is trying to decide if he can fit 2 concerts in between now and the end of the year or if we will only be able to do one. He would like to do 2 or at least have a concert and then have them play for other events.

Guidance Counselor, Mrs. Ifill

The 9th and 10th graders have been AMAZING mentors to the K-1st grade classes. Last week the 9th graders led instruction and assisted the Kindergarten class in designing their own snow man. Towards the end the 9th graders developed a funny story about a snowman. I am so thankful for Ms. Hamilton, Ms. Lester, Ms. Kumar, Ms. Canham, Ms. Mills and Ms. Nicolas for supporting the mentoring program. These students are developing positive leadership skills and holding themselves to a higher standard.

The 9th grade play was outstanding. The play was entitled "The Cobra's Kiss". We have some outstanding actors at CIS. They spend many hours designing the set, and costumes. Kudos to Mrs. Lamm she did a fantastic job!

In the attachment you will find some highlights from mentoring and the play enjoy!

Old Business:

Tom Anderson will follow up with Jeff Mann regarding the temporary sign at the new location.

New Business - none

Open Comments:

Karen Sutton – expressed her concerns regarding student performance.

Wajahat Syed - wanted to know why the staff changes had been made and what was the direction going forward.

After Open Comments were complete Scott Elliott made an announcement that Donna Harkey had been promoted to Elementary School Principal and Sally Reynolds had been promoted to Middle School & High School Principal. The board is continuing to discuss the possibility of adding a Director.

Charles Hutchison joined the meeting via phone

Closed Session at 7:40 pm

Open Session 8:00 pm

Tom Anderson made a motion to approve the School Improvement Plan and Employment Contract. Sam Leder seconded. Motions passed.

Sam Leder made a motion to adjourn. Tom Anderson seconded. Motion Passed.

Adjournment 8:10 pm

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

Signature

Date

