



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

November 14, 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							
Dr. Charles Hutchison		X	X	X							
Sam Leder		X		X							
Tom Anderson		X	X	X							
Curtis Ifill		X	X	X							
Jeff Mann			X	X							
Melissa Cooler											
Mystica Nelmes		X	X	X							
Donna Harkey		X	X	X							
Sally Reynolds		X	X	X							
Abby Bottoms		X	X	X							
Sarah Poling		X	X								
PTSO		X	X								

Call to Order: 6:40 by Scott Elliott

CIS Mission Statement

Abby Bottoms

5th Grade Service Project

Amanda Fisher, Sarah Grafton and Steve Gerko

The 5th grade team presented the service project they are doing for Wings of Eagles Ranch, a therapeutic horse riding camp. The students wrote letters to Lowe's and Home Depot asking for pansies to plant at the ranch. Lowe's was impressed with the letters and will be donating the plants and potting soil as well as sending employees to help plant on December 7th from 9:00 – noon.

Committee Reports

Secretaries Report

Abby Bottoms

Reviewed the minutes from the October 2013 meeting. Curtis Ifill made a motion to accept the minutes with the noted changes. Tom Anderson seconded. Motion passed.

Minutes from the following meetings had to be amended:

- Sam Leder made a motion to amend the March 18, 2008 minutes as follows: The board approved an increase of the K-1 class size from 20 students per class to 21 students per class and the 2-10 class size from 20 students per class to 22 students per class pending approval by DPI, which was later received. Charles Hutchison seconded. Motion Passed.
- Tom Anderson made a motion to amend the August 9, 2012 as follows: The board approved an increase of the K-1 class size from 21 students per class to 22 students per class and the 2-10 class size from 22 students per class to 24 students per class pending approval from DPI, which was later received. Curtis Ifill seconded. Motion Passed.

Building Committee Report

Tom Anderson

Tom Anderson showed the Board pictures of the progress at the new campus. There was also a discussion regarding a temporary sign to advertise the school at the new location.

Capital Campaign Committee

Abby Bottoms

Ann Thomas and Ann Phillips of Capital Development have met with the capital campaign committee on October 24th to start pulling together information for the case for support. Capital Development will be on campus November 19th to meet with some staff members and administration. Capital Development would also like to talk to a few board members during this process. Capital Development has also asked that the committee provide them a list of fund raising priorities. The Finance Committee discussed the priorities and recommends the following priorities: transition costs, gym, classrooms, facility expenses, and future development.

Finance Report

Curtis Ifill, Sam Leder and Abby Bottoms

LB&A provided the board a package of monthly reports to review. The Finance Committee did not recommend any changes to the reports presented. The audit is finalized and copies are on file in the office for review. The Line of Credit outstanding with Wells Fargo is still in the renewal process, they need a borrowing resolution from the Board of Directors. The lease with M Space, on building 20 is up for renewal. M Space has sent in a lease renewal for 12 months at the same monthly cost with a provision for termination at any time with a 30 day written notice. Sam Leder made a motion to accept the lease renewal from M Space. Curtis Ifill seconded. Motion Passed.

Academic Report

Mystica Nelmes, Principal

Mystica Nelmes provided an overview of academics including the following points:

- Thinking map training was held with new teachers
- Mentor/Mentee program has started and is going well.
- Curriculum Meeting for Principals/Superintendents/Curriculum/Instruction held in Greensboro
- Technology plan turned in to DPI
- iPad Training in Charlotte to learn about different educational apps and how to implement them into instruction-one teacher from K-2 went with me.
- Open Houses-we have started our Enrollment Period. We have had 2 and they have gone well.
- Charter Renewal looks good. We have no "noncompliance" issues and should be renewed for 10 more years.
- Fire Department to the school for K,3. K got to go thru the Smoke House.
- Powerschool and Parent Portal are up and running-finally!
- 3-10 Report Cards went out as scheduled and K-2 went out yesterday. We are still trying to make some changes before next reporting period.
- PEP, Personalized Education plans, for first 9 weeks are complete.
- Boys Basketball has started and the coaches this year are Greene and Brown.
- Our School's composite score is for 2012-2013 is 50.2%. We have sent a letter home letting parents know the scores for 2012-2013 and they will not count.

Donna Harkey, Assistant Principal

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

- AIG plan was submitted to NCDPI on October 15, 2013 following last month's BoD approval. A parent letter was then sent via email explaining the AIG procedure, process and plan specific to CIS.
- EC team all received the grants that we applied for through the Autism Society Educator Grant. The reception is being held on 11/24 for us to attend and receive our items. We are receiving a tablet, Google play card for apps, hokki stool, how to hug chair, time timer and smart stacks.
- Currently 39 EC serviced – down from 41. Two moved to other schools; one self contained and the other into a resource setting.
- Based upon current EC student needs we will be providing resource/pull out for a small group of students.
- Environmental committee met at the Poplar Tent building site on Thursday November 7, 2013. We took a tour of the site and began to visualize areas for potential environmental growth and outdoor education. The pictures taken were presented to the staff yesterday which proved to be both uplifting and motivational in the anticipation of our new CIS facility.

Sally Reynolds, Assistant Principal

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

- MAP Assessment has begun – web-based version appears to be a success based on teacher feedback;
- ACT EXPLORE (8th grade) & PLAN (10th grade) results will be distributed tomorrow (Friday, Nov. 15th);
- EOG & EOC Individual Student Score Sheets will be distributed tomorrow (Friday, Nov. 15th) with a letter from administration explaining the change in standards and how these scores will be counted as a baseline measure only;
- Highlights of EOG/EOC results will be shared by Ms. Nelmes.

Staff Report

The following staff report was emailed to the board after the meeting since Sarah Poling was absent.

1st Grade – We are learning about change over time. The students are beginning a project where they dress colonial paper dolls like a professional from that time period. They are writing journal entries as well that reflect what a day in the life of their people would be like in the 1800s.

2nd Grade – We have had a wonderful time of integrating art into the math curriculum!

5th Grade will be presenting, but also in Social Studies students are creating billboards to persuade new settlers to settle in their colony.

Mrs. Torres – I have had a student teacher for this semester. Ms. Bates will be graduating in December from UNCC. She has worked with all of our students in 6th and 7th grade. The students have had to create a Cultural Identity Project. This allowed the students to gain a better understanding of each other's culture. The students have been able to build a strong community within our classroom.

Mrs. Lamm – The ninth grade theater arts class is presenting a mystery play on Dec. 6 and 7. They are creating the stage set, their own costumes and memorizing all the lines.

Ms. Matlock –

- Interactive Abstract art is TAKING OFF AT CIS! My Kindergarten and middle/high students will be completing a piece to sell at the silent auction. We are OVERWHELMED by parental support!
- Also, middle school art students are working on rock n roll art – they will be making stop motion animation videos to accompany their original songs this week!
- High school is focusing on characterization in horror movies – they will be shooting their original movie trailers next week.
- Elementary students are working on symmetrical monsters!
- Visual arts could not be more exciting than it is RIGHT Now!!!

Old Business - none

New Business - none

Open Comments – none

Jeff Mann made a motion to go into closed session. Curtis Ifill seconded. Motion Passed

Closed Session 8:05 pm

Open Session 8:45 pm

Curtis Ifill made a motion to adjourn. Jeff Mann seconded. Motion Passed

Adjournment 8:46 pm

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

Signature

Date