



THE WORLD IS OUR FAMILY

CAROLINA INTERNATIONAL SCHOOL

A NORTH CAROLINA PUBLIC CHARTER SCHOOL

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Board of Directors Meeting Minutes

April 17, 2014

Attendance:

	2013					2014					
	8/15	9/12	10/10	11/14	12/12	1/9	2/26	3/13	4/17	5/8	6/12
Scott Elliott			X	X	X		X	X	X		
Dr. Charles Hutchison		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		
Curtis Ifill		X	X	X		X	X	X	X		
Jeff Mann			X	X		X					
Rashonda Burkett									X		
Mystica Nelves		X	X	X							
Donna Harkey		X	X	X	X	X	X	X	X		
Sally Reynolds		X	X	X	X	X	X	X	X		
Abby Bottoms		X	X	X	X	X	X		X		
Sarah Poling		X	X		X		X	X	X		
PTSO		X	X		X	X	X	X	X		

Call to Order 6:35 by Scott Elliott

CIS Mission Statement

Sarah Poling

Kindergarten Service Project

Kim Reese, Jessica Lester, Troy Bunch, Rebecca Hopkins

The Kindergarten classes held a food drive for the Harrisburg Food Pantry. They collected enough items to help 400 families in the Harrisburg area.

9th Grade Service Project

Hans Furlough

The 9th grade classes conducted the Pasta for Pennies service project raising \$2,077.01 for the Leukemia and Lymphoma Society.

Committee Reports

Construction Committee

Tom Anderson

Tom Anderson provided an update on the construction project. Scott Elliott stated that David Andrews will be preparing a high quality video tour for the board to share with everyone.

Secretaries Report

Abby Bottoms

Reviewed minutes from the meeting held on March 13, 2014. Charles Hutchison made a motion to accept the minutes with the noted changes. Tom Anderson seconded. Motion passed unanimously.

Finance Report

Curtis Ifill

Reviewed the reports provided by LB&A. Tom Anderson made a motion to accept the recommended changes to the budget. Curtis Ifill seconded. Motion passed unanimously. Scott Elliott asked Abby Bottoms to follow up with Robinson, Bradshaw and Hinson to find out what other usage is included in the cost of issuance funds. The Line of Credit at Wells Fargo has met the 30 day rest required in the loan agreement. At this point, we will not pull any money back out of the Line of Credit.

Capital Campaign

Rashonda Burkett

Rashonda Burkett provided an overview of the capital campaign timeline she prepared. She feels that we are on track to implement a successful campaign by the time we get to the new campus.

Academic Report

Donna Harkey, Elementary School Principal and Sally Reynolds, Secondary School Principal

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

- Site visit with Thomas Miller – NCDPI consultant
- Site visit with Karol McNeil Horton – DPI, BTSP consultant
- 5 year audit May 5th of our BT program
- Art Club has now met for 3 sessions (Monday afternoon) Great success thanks to parent coordinators and volunteers
- 3 Teaching Tolerance Lesson afterschool with select 5th grade students – tomorrow they are required to wear a pink shirt in support of the International campaign against bullying
- Teachers across campus supported National Autism Day on April 2, by purchasing and wearing Autism Awareness shirts
- Report Cards were given out on April 7
- New campus site visit April 16
- Pennies for Pasta winner 4th grade class – Mrs. Jablonski's , event hosted by 9th grade service project – Olive Garden meal today
- Calendar – the committee completed a calendar for the 2014-15. Presentation to the BOD is pending a decision based on completion of the new building.
- READ-to-ACHIEVE – to use our MAP Assessment as the interim measure of reading progress BOD must vote to approve.
- End-of-Year testing to begin 5/28 through 6/10. Plea for proctors (volunteers from the community) to support the testing effort.

PTSO Report

Catherine Drago

The PTSO provided an overview of the following points:

- Monthly Meeting was held Monday, April 7th at 6pm
- Parking raffle is continuing with tickets being sold in afternoon car pool and new name drawn at the next staff meeting
- The Staff Appreciation Dinner has been scheduled for May 9th
- Teacher Appreciation Week activities are being planned
- Donuts with Dad was a huge success despite the weather requiring it to be moved indoors
- Fun Run is planned for Friday, May 9th
- Box Tops are going well and we are planning one final collection for this year with some new incentives to encourage everyone to participate
- We are encouraging participation in a new fundraising program: Shoparoo
- Book Fair is going strong and ends Friday, April 18th
- EOG/EOC snacks are being planned to provide students with a pick me up before testing and to say thank you to proctors for volunteering their time
- General Meeting will be held on Friday, May 16th before Movie Night. At the meeting we will be voting in new board members as well as voting on proposed changes to the PTSO Bylaws. At this time the following changes have been proposed to the bylaws:
 - Spouses, siblings, or in-laws are prohibited from simultaneously holding voting positions on the Executive Board.
 - All Executive Board members must have a background check with the school. If there is a demonstrated financial need the PTSO will pay the fee associated with the background check.
 - The Executive Board shall maintain an uneven number of voting positions.

Staff Report

Sarah Poling

1st Grade – We are currently studying the Earth, our interaction with it, and how that interaction impacts our survival. We are also studying time to the hour and half hour. In reading we are studying non-fiction while we pursue information on plants and rainforest animals.

2nd Grade – We now have all our insects in our classrooms! We are raising caterpillars, mealworms, and ants! Our students are very excited about watching the different lifecycles in action! We are having our 2nd annual Garden Tea Party and [hopefully] our butterfly release tomorrow, April 18th.

3rd Grade – Third graders created land and water feature booklets which prepared them to create 3-D topographic maps to show different land and water features on Earth's Surface.

5th Grade – Students are beginning their environmental unit. This year students will be learning all of the aquatic and terrestrial ecosystems in the world. The students will be creating a terrarium to observe plants and animals in an environment. We will also spend a lot of time at the beach to observe the plants, trees, and the macro-invertebrates that live in the deciduous forest that CIS calls home.

Mrs. Grafton – The Elementary Science Olympiad team competes on May 17th. We have representatives from first through fifth grade working on everything from physics to earth science and ecology. They are learning a lot and having fun too!

Mrs. Torres – Seventh grade went to Atlanta and Sixth grade went to Charleston. Students are working on videos about the different trips and will hopefully present during the May board meeting (if allowed).

Mr. Wainaina/Ms. Wright – For the 6th Grade service Project, we collected lost and broken pencils around the campus. We collected 350 pieces on the campus and some students and teachers gave 20 dozen new pencils. March 22nd we presented them to Kenya Partners, a missionary group of Methodist Church based in High Point, NC. They will deliver the pencils to street children in rehabilitation centre in Nakuru, Kenya in May 2014 during their youth mission trip. We thank everybody for making the service project a success. We intend to keep the campus clean; therefore this is going to be a year round activity!

Mrs. Arriaga – *I would like to thank each one of the board members for the support on the GreenCard sponsorship. It is an honor and privilege teaching Spanish to CIS students. I look forward to continuing to provide students in elementary, middle and high school with the opportunity of exploring the Spanish language from the native speaker's perspective, in context and with realistic goals in mind. It is an honor to work with a group of professionals that value international education.*

10th graders have been writing bilingual stories during the last three weeks. They have created books that will be read on Friday, April 18th to K and 1st grade students. 10th graders worked so hard, putting into practice their artistic and writing skills on their book creations. They are excited to share the books with the little ones and look forward to having more opportunities to show the growth they have had in terms of language performance for real purposes.

Mrs. Batra – 8th grade is planning to have a cricket game right after spring break. Mr. Madho will be coming to talk about the game. He will demonstrate and explain the rules of the game. Students will get a chance to play the game on the field in their teams.

Mr. Schultz – In addition to the band concert, we will also have a short play by the 8th grade theater arts class at 6:00 p.m. on May 15th. It will be a joint event – both the CIS Middle School Band concert as well as the 8th grade theater arts class performing the one act play called “Hansel and Gretel and the Creepy Woods”. It is a comedy in which Hansel and Gretel’s stepmother, who is annoyed with them, convinces their not-so-bright father to take them to the woods and leave them. The evil witch tries to cook them and 12 dwarves (Bossy, Smelly, Twitchy, Clumsy, Narcolepsy, Whiny, Duncy, Doofy, Jumpy, and the Sneezy Triplets) come to the rescue. It will be a fun evening!

Mrs. Remsburg – We have won a \$2500 grant from Captain Planet Foundation. It will be used for 6 park benches, raised garden beds, a bird feeding station, bird houses with cameras, and rain barrels. This will all be used in the courtyard area of the new school.

Old Business: None

New Business:

A reporter from the Charlotte Observer has requested salary information from Scott Elliott. Scott Elliott has had discussions with our attorney and DPI regarding what we are required to disclose under NC Public Records Law. Scott Elliott made motion to provide the information to the Charlotte Observer, using title and salary. Charles Hutchison seconded. Motion passed with 3 yes votes, 1 no vote, and 1 abstention. Scott Elliott asked Donna Harkey and Sally Reynolds to notify teachers and staff that this information will be disclosed to the Observer.

Curtis Ifill and Rashonda Burkett will be heading up the ad hoc committee to search for a director. The committee will be made up of 1 – 2 administrators, 1 – 2 parents and 1-2 teachers.

A discussion was held regarding transportation to the new location. Due to liability issues the program should not be run by the school or employees at the school. A survey will be sent to families to determine the level of interest in a transportation program. Scott Elliott would like to send out an RFP looking for third party vendors to facilitate the transportation program. The school might be able to supplement part of the program costs.

Open Comments:

Kristen Shaben, a 4th grade parent, drives 2 hours a day to get her children to CIS. She brought her children to CIS based on promises she read about on our website and at open houses. She feels that students at CIS are missing out on educational opportunities because some students have not had art for 2 years. She is also concerned that CIS will not be able to retain the dedicated, thoughtful and caring teachers we currently have. She suggested that the school develop a teacher committee that would make a schedule allowing all students to have elective classes such as art and music. She also thinks CIS needs to have a leadership team that has parents as members.

Shannon Johnson, a 3rd grade parent, is concerned that amazing teachers are leaving CIS because the new administration is creating an uncertain and fearful environment. Shannon commended the board on the hard work they put into the new construction project. However, she feels that the school will be impacted negatively because there is no Director. She is concerned that there will be a 50% teacher return rate mostly in the upper school. Shannon is concerned that if we continue to lose teachers, we will start to lose families, which will then impact the capital campaign. She requested that the Board consider hiring a professional company to assist in the search for new leadership of the school.

Greg Johnson feels that there are amazing teachers at CIS. He feels that the current administration is not supporting teachers and students at CIS. He is concerned regarding comments made during recent meetings held to address the art classes. He is also concerned that if administration does not change many teachers will decide to leave CIS.

Kimberly Gibson stated that a school is more than a building. Enthusiastic staff is what makes a school successful, and the enthusiastic staff at CIS is what has made us successful up to this point. She is concerned that teachers are leaving on their own accord or are being told they will not be asked back next year. She feels that teacher continuity is important.

Bill Weatherford spoke on behalf of his child that was present at the meeting, but did not want to speak. She learned that one of her teachers would not be receiving a contract at CIS next year. She wanted to come to the meeting to show support for that teacher. Bill stated that he would not mind serving on the committee to help find a new director.

Tom Anderson made a comment that all members of the Board either currently have students at CIS or they have had students at CIS in the past.

Scott Elliott commented that the Board does track teacher turn over and they conduct exit interviews. He also stated that personnel matters cannot be discussed in open meetings.

Rashonda Burkett commented that we need to get back the original mission and vision and hire the best teachers possible for our students.

Scott Elliott commented that part of the reason recent changes had been made was to get back to the original mission and vision. He would like to see CIS have a wait list for not only students but staff as well.

Curtis Ifill made a motion to go into closed session. Tom Anderson seconded. Motion passed unanimously.

Closed Session at 8:30 pm

Open Session 10:04 pm

Rashonda Burkett made a motion to accept MAP testing as proposed. Tom Anderson seconded. Motion passed unanimously.

Curtis Ifill made a motion to adjourn. Scott Elliott seconded. Motion passed unanimously.

Adjournment 10:05 pm

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

Signature

Date