



THE WORLD IS OUR FAMILY

CAROLINA INTERNATIONAL SCHOOL

A NORTH CAROLINA PUBLIC CHARTER SCHOOL

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Board of Directors Meeting Minutes

December 13, 2012

Attendance:

	2012					2013					
	8/9	9/13	10/11	11/8	12/13	1/10	2/14	3/14	4/11	5/9	6/13
Scott Elliott	X		X	X	X						
Dr. Charles Hutchison		X		X	X						
Sam Leder	X	X	X								
Tom Anderson	X	X	X	X	X						
Curtis Ifill	X	X	X	X	X						
Stephanie Cook					X						
Mystica Nelmes	X	X	X	X	X						
Donna Harkey	X	X		X	X						
Kim Hoyle	X	X	X	X	X						
Abby Bottoms	X	X	X	X							
Sarah Frankart		X	X	X							
PTSO		X	X		X						
Nimish Bhatt											
Terri Clay Meadows			X								
Terri Chaney			X								
Melissa Cooler											

Call to Order : 6:33 pm by Scott Elliott

CIS Mission Statement

Kim Hoyle

1st Grade Service Project

Lydia Glover, Ally Nicholas, Kim Reese, Tammi Remsburg

The 1st grade students collected items for the Children's Home in Kannapolis. The students collected a total of 105 bags of clothing and toys for the orphanage.

8th Grade Service Project

Crystal Westbrook

The 8th students collected recyclable small electronic items each Wednesday from the entire school. The items are then sent to the Funding Factory. We assist in helping to keep our environment green and in return the Funding Factory allows us to accrue points for various catalog purchases for CIS or we are given cash for the donations.

Secretary's Report

Scott Elliott

Mr. Elliott reviewed the meeting minutes from November 8, 2012. Charles Hutchison motioned to approve the November minutes. Tom Anderson seconded. Motion passed.

Committee Reports

Finance Report

Curtis Ifill

LB&A was requested to coordinate a balance sheet since the ISIS system will not perform a balance sheet. Budget prepared by LB&A was reviewed. Scott Elliott motioned to approve the budget. Tom Anderson seconded. Motion passed.

Academic Report

Mystica Nelmes, Principal

Mystica Nelmes introduced our new E/LA teacher for Middle/High grades, Mrs. Cynthia Hamilton. She was welcomed by the board. Ms. Nelmes then provided an overview of academics including the following points:

- Seven teachers were trained and certified in crisis prevention intervention using restraint training of individuals
- Our 2nd grade teachers were presented with a \$1250.00 check from Union Power Cooperation Group. The teachers submitted a grant to maintain and expand our current "Butterfly Garden".
- 110 students grades 5 – 10 attended a dance hosted by our Student Council. The dance was held at the Harrisburg Lion's Club.
- Ms. Nelmes and Beth Torres attended Regional Leadership Meeting at the Speedway Club.
- Approximately 450 Candy Grams were sold to students K – 10 by Student Council.
- Progress reports were distributed on December 10, 2012.
- Six of our students were able to participate in the Clothing Closet sponsored by the Jr. Charity League of Concord. Kim Ifill and Michelle Phillips were instrumental in arranging this for our students in need.
- One teacher, Crystal Westbrook attended a conference for Autism.
- Jady Arriaga is completing her doctorate and has been published in an educational journal appearing in both Central and South America.

Donna Harkey, Assistant Principal

Donna Harkey had the following updates:

- **YES** conference, sponsored by Cabarrus Chamber of Commerce was attended. The conference provides resources and guest speakers supporting **Youth Employment Services**.
- Regional Spelling Bee will take place on Wednesday, January 23, 2013 at 9:30. Socrates Academy, in Matthews, will be hosting this year's BEE. Trevor Du, a 6th grade student is our school winner and will represent CIS.
- Accountability news: ACCESS for ESL students will be given in February.
- Our DEC 1, child count is complete with all accounting agencies matching; CECAS, NCWISE and FDC. We currently have 40-EC, 14- 504 and 32 – ESL students.
- All materials have arrived for K – 3 teacher participation in the pilot for the 3D Reading program.
- Also planning to have three teachers participate in a NC FALCON pilot.

Kim Hoyle, Assistant Principal

Kim Hoyle added the following updates:

- A traffic control officer from NCDOT came to our campus to review our need for a warning or flashing light on Hickory Ridge Rd. Excessive traffic turning into our campus creates a back- up and hazardous condition during our afternoon dismissal. The study included a written report outlining suggestions to solving our problem without the need of a light.
- Three of our teachers (and one substitute teacher) were able to attend a 2 day bus driver training through CCS to gain CDL for bus driving.

Staff Report

Kim Hoyle

- Mrs. **Deiwert's** 2nd grade is discussing holidays around the world.
- Mrs. **Grafton's** 5th grade recorded infomercials about polygons for study in their geometry unit.
- Mrs **Arriaga** states that her 8th and 9th graders are using technology to study Spanish grammar and vocabulary through QR code readers. K and 1st grade students are studying Hispanic holiday traditions and vocabulary related to the traditions. 6th grade students are working on a first semester project – Shopping Project. Students will create a video with characters, a plot, etc. and utilize their Spanish knowledge of currency, clothing, numbers, colors, greetings, etc.
- Ms. **Phillips** and Ms. **Hoyle** are incorporating the movements of the "Cha Cha Slide" in an effort to help students remember the steps in dividing decimals. They are also planning to involve their 6th grade students in a study of unit rate and a shopping spree.

PTSO Report

Tamara Windham

- Catalog sales totaled \$21,000. Profit of \$9,000 for CIS. Plans for one large fundraiser for next year.
- Second bus should be delivered by spring break. Family dance on Dec. 7 was attended by 40 families. Success has led to the planning of another one for the spring.
- Snacks are being provided for staff at each monthly meeting.
- Upcoming events include the Silent Auction and the Fun Run.

New Business

- Contract of new ELA teacher, Cynthia Hamilton. Motion to accept Curtis Ifill, seconded by Tom Anderson. Motion passed.
- Stephanie Cook, presented as new board member candidate. Charles Hutchison offers motion to accept, Tom Anderson seconds. Motion passed.
- Discussion of new building and lending – after narrowing down 3 potential lenders RBC will become our lender. Curtis Ifill makes a motion to accept and Tom Anderson seconds. Motion passed.

- Scott Elliott makes a motion to accept Robinson, Bradshaw and Hinson to represent the BoD legally. Tom Anderson seconds. Motion Passed.

Open Comments - none

Closed Session 7:40 contract matters

Open Session 8:20

Curtis Ifill motions to adjourn the December meeting. Tom Anderson seconds. Motion is passed.

Adjournment 8:21

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

Signature

Date