



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 8, 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							
Dr. Charles Hutchison		X		X							
Sam Leder	X	X	X								
Tom Anderson	X	X	X	X							
Terri Clay Meadows			X								
Curtis Ifill	X	X	X	X							
Terri Chaney			X								
Melissa Cooler											
Nimish Bhatt											
Mystica Nelves	X	X	X	X							
Donna Harkey	X	X		X							
Kim Hoyle	X	X	X	X							
Abby Bottoms	X	X	X	X							
Sarah Frankart		X	X	X							
PTSO		X	X								

Call to Order: 6:35 pm by Scott Elliott

CIS Mission Statement

Sarah Frankart

5th Grade Service Project

Deanna Cox and Carole Fink

The 5th grade students will be cleaning trails at Wings of Eagles Therapy Horse Ranch in Mt. Pleasant on Saturday November 17, 2012. They will also go back in May 2013 to help with the fund raising event they hold each year.

9th and 10th Grade Service Project

Kim Ifill

The 10th grade team shared information about their experiences as mentors to the younger students at Carolina International School.

Award Presentation

Kim Ifill

Madison Peace, an 8th grade student at CIS, has been selected to receive the The Prudential Spirit of Community Award.

Secretary's Report

Abby Bottoms

Reviewed minutes from the October 2012 meeting and noted changes. Charles Hutchison motioned to approve the October 2012 minutes with noted changes. Tom Anderson seconded. Motion Passed.

Committee Reports

Finance Report:

Sam Leder & Abby Bottoms

Marcus Thomlinson, with Elliott Davis presented the 2011 audit report and findings. No findings were found in the audit, and one from a prior year had been corrected. Marcus Thomlinson pointed out that it is recommended that schools have at least 2 months of operating expenses held in reserve, and currently we have about 6 months, which is a strong position. Marcus Thomlinson recommended that the board have a written fund balance policy. The audit was submitted to the LGC by the deadline of October 31, 2012. They are currently working on the 990, but will have to file an extension. Scott Elliott commented that it took a lot of hard work by everyone to get the school into the current financial position.

Reviewed the budget prepared by LB&A. Curtis Ifill, motioned to approve the budget with the recommended changes. Tom Anderson seconded. Motion Passed.

Eddie Goodall with the NC Public Charter Schools Association expressed his interest in assisting the board with the new location project. The Association will hold a charter school conference in Greensboro, July 14 – 16, and he is asking that charter school some participate. The Association will also be presenting many concerns to the legislature during the summer, such as: per student funding for facilities, and lottery money to be shared with charter schools.

Scott Elliott asked LB&A if they would provide the board with balance sheets as well as budgets going forward.

Academic Report:

Mystica Nelmes, Principal

Mystica Nelmes gave an overview of academic status including the following points and newly implemented programs:

- Federal Data report is complete for 2011-2012
- Fire Safety came out for K, 3
- Mimio Training for new teachers
- Restraint Training for 8 teachers today and tomorrow
- Thinking Maps training for new staff
- Curriculum Maps have been updated
- Picture make-ups and new badges handed out
- Ordering Pictures due tomorrow to front office
- Admin met PLC's
- Student Council is planning a Masquerade dance for Nov. 16th. We need parent volunteers.
- Military Data due October 15th-40 families
- Journeys online is finally up and running
- Study Island is up and running
- SIP will be posted on the school's website Friday and the parent wiki
- Report Cards go home tomorrow, Friday
- Interviewing for middle/high ELA position and for 4th grade
- EC Grant PRC 36 for a new EC TA and will be interviewing for it next week
- Staff Book Study for Leader in Me
- Graduated from UNC Chapel Hill's Law program for Leaders in the 21st Century. Can view a video about our school and being on the cutting edge of technology
- Soccer Team contested the tournament game and won. We are now the champs for season and tournament

Donna Harkey, Assistant Principal

Donna Harkey had the following updates:

- Accountability – PLAN complete, results provided to 10th grade students, EXPLORE complete, awaiting results for the 8th grade students., MAP testing will be complete by November 30th, NCVPS students are making progress after a slow start at the beginning of the year.
- EC population is growing with a greater diversity of disabilities. The EC team is doing an excellent job of meeting the needs of this population. THE CIPP report is conducted each year to review the details of the LEA EC program and is due to NCDPI in June. The EC team along with stakeholders of the CIPP team meet throughout the academic year to compile necessary and required information for the state and federal accounting report.
- NCWISE- all students have been uploaded to NCWISE, currently completing 2nd semester. NCWISE will change over to Powerschool sometime before the end of the school year. The master schedule for the 2013 – 2014 school year must be submitted by May 1, 2012.
- Three students in 7th grade have qualified for participation in the Duke University TIPS scholars program: Blake Bottoms, Abby Stephens and Kelsey Cranwell. These students will receive recognition at our awards program in the spring.
- Spelling Bee Winners from homerooms will be announced by tomorrow. The school wide Bee will be conducted on November 20th in room 20A.
- The character parade was held October 30, 2012.
- Request from UNCC for placement of a K-5 student teacher.

Kim Hoyle, Assistant Principal

Kim Hoyle had the following updates:

- October 19th, Kindergarten and 3rd grade students participated in a fire safety program.
- 8 employees recently completed nonviolent restraint training, 5 recertifications and 5 new certifications.
- 3 staff members and 1 parent will be attending bus training November 28th through November 30th.
- Waiting to hear back from Sergeant Wensil regarding a flashing light on Hickory Ridge road for the school.

Staff Report

Sarah Frankart

Carole Fink – 5th Grade

My math classes are going to be participating in the FETCH program starting this week. The Charlotte Chapter of the NC Association of CPAs (NCACPA) is working with local schools and youth groups to present *Fetch!*, a financial literacy program for students in grades four through six. *Fetch!* is a two-hour program where students work in teams to budget, save, and spend money to care for an imaginary pet dog. At the end of the session, the team who has purchased all of the necessary supplies for their pet (food, collar, leash, and bone) and who has the most money in their savings account is declared the winner.

Trish Valentino – ESL

ESL classes are up and running with much enthusiasm! I am currently serving 26 students. Students receive services in the classroom and/or in ESL content classes.

Hans Furlough – Science

We now have a registered elementary, middle, and high school Science Olympiad teams. Also, next week 7th grade is practicing their bottle rocket builds. This is a Science Olympiad event and works with STEM. The following week we will have an official launch.

Megan Deiwert – 2nd Grade

2nd grade is doing an entire week on Germany to get ready for the international festival.

Sarah Grafton – 4th Grade

My science classes have created power point presentations as a culminating project for our magnet unit. Yeah technology!

Troy Bunch – Kindergarten

Skyped with Uganda.

New Business

Terri Chaney, has submitted her resignation from the board due to time constraints. Charles Hutchison motioned to accept Terri Chaney's resignation from the board. Tom Anderson seconded. Motion Passed.

Stephanie Cook, a potential new board member, submitted her application. The board will vote on the new member next month after everyone has had time to review her applications.

Open Comments

Connie Byrne spoke about the VPS classes her child is participating in. Connie Byrne thanked Mystica Nemes for stepping in while Donna Harkey was out on medical leave. Connie Byrne suggested that going forward we should have 2 administrators familiar with VPS.

8:05 pm Curtis Ifill motioned to go into closed session. Tom Anderson seconded. Motion passed.

Closed Session: Contract matters: personnel. Open Session: 8:27 pm

Tom Anderson motioned to adjourn the meeting. Curtis Ifill seconded. Motion passed. **Adjournment:** 8:41 pm.

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

Signature

Date