



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 January 13, 2011

Attendance:

	2010				2011							
	9/9	10/14	11/18	12/9	1/13	2/10	3/10	4/14	5/12	6/9	7/14	8/11
Nimish Bhatt												
Scott Elliott	X	X	X	X	X							
Dr. Charles Hutchison	X	X	X		X							
Sam Leder	X	X	X		X							
Karen Bailey	X											
Megan McNutt	X	X		X	X							
Maureen White	X	X		X	X							
Mystica Nelms	X	X	X	X	X							
Susan Schweitzer	X	X			X							
Kevin Weber	X		X	X	X							
Donna Harkey			X	X	X							
Abby Bottoms	X	X	X	X	X							

Call to Order: 6:35 pm

Welcome and Announcement: Scott Elliot welcomed a full audience and mentioned the following points:

- Announced establishment of a benevolence fund with more information to come
- Tardy policy implemented based on parent/teacher survey feedback and connection to core value of "Responsibility"
- Nature of the Board of Directors in regards to communication
- The hiring of an assistant principal moves back to original charter

CIS Mission Statement: Kevin Weber

Student and Employee of the Month:

Mystica Nelms, Principal

Students from each grade were recognized.
Becky Arwani, employee of the month

Finance Report:

Ms. Christine Quinn, Acadia, NorthStar

Christine Quinn reviewed the recommended changes discussed at the Finance Committee meeting, reflected on pg. 2 of handout.

- One budget amendment was discussed to add \$400.00 to salary/coach stipend line
- Scott Elliot requested a bump in membership line for CIS to join NC Alliance of Charter Schools

Acceptance of budget changes: Sam Leder motioned for approval of recommended changes including the two additional changes. Charles Hutchison seconded. Motion passed.

Jim Schreiber from Elliot Davis gave detailed financial report to the Board and led discussion on fund and governmental reporting and financial statements, sources of new asset increases (lawsuit) and CIS move from negative net worth to positive. Jim Schreiber also discussed audit adjustments, reflected in the report, including:

- Moving \$18,764.00 for summer employee payments to accrue
- Federal fund increases reflected due to ARRA and not to repeat

- Material weaknesses have been corrected
- Language of all contracts going forward have also been corrected to include required North Carolina language

Secretaries Report

Maureen White, Secretary

Maureen White read December minutes.

Acceptance of minutes: Maureen White motioned for approval of December minutes. Megan McNutt seconded. Motion passed.

Committee Reports

Academic Report:

Mystica Nemes, Principal

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

- New tardy policy had decreased tardies by 20 percent
- Australian teachers to visit January 31 – February 5
- Mid-year benchmark testing was almost complete
- Upcoming Extravaganza and awards assembly on January 27
- Professional development on differentiation for K-5 in January then 6-10 plus teachbacks from various conferences
- Study Island shows need for computer time
- ID badges coming soon and will play a part in Crisis Plan
- Tutors available after school hours until 4:15pm
- Counselor in new office space
- New fulltime EC position
- Upcoming speaker from World View on February 5

Scott Elliot asked about the use of EVOS. Mystica Nemes reported that yes the program was being used to determine tutoring needs and to identify students' potential to pass/fail EOG test

PTSO:

Susan Schweitzer

The Board heard updates on the following initiatives:

- PTSO available at cisptso@gmail.com
- Earth Day to raise money for Extravaganza
- Volunteers needed for Junior Achievement in grades K-6
- Fundraising efforts: CiCis pizza night and pepperoni passes, Spirit Gear sales, Sonic class challenge, Easter lily sale, silent auction plans – Sunday, March 13 at University Hilton
- Upcoming newsletter and election
- Talent Show – April 10 at Advent Lutheran
- Uniform swap group on Facebook

Staff Liaison:

Kevin Weber

- Teachers have concluded their PEP/Intervention plans
- Looking ahead to basketball and encourage parent interaction

Grant Committee:

Suzanne Guimond

Suzanne Guimond announced Grant Committee meeting the following Tuesday, January 18 at 6:00pm

Scott Elliot thanked the committee for their help on IBM grant

New Business

- Scott Elliot announced a reestablishment of a Building Committee with communication forthcoming

Open Comments:

- Christine Clarke: read the email sent in regards to student issues and lack of communication from CIS. Voiced concern over division of parent body. Scott Elliot acknowledged comments and the turnover in staff at CIS.
- Jill Parrish seconded Christine Clarke's sentiments.
- Bruce Clarke raised concern over loss of focus from original mission and vision of CIS. Encouraged Board and CIS staff to model communication to build communication of students and suggested a 360 degree review by an anonymous body.
- Tamara Windham agreed with comments regarding a lack of communication and voiced her desire to feel a part of decisions made at the school
- James Schweitzer discussed the Technology Plan for the school, estimating an investment of up to \$30,000.00 per year with grants covering 10-15% of those costs. Discussed ideas for fundraising at upper

levels of administration and potential for a technology fee. Scott Elliot discussed that potential and invited further discussion at February meeting.

- Suzanne Guimond asked for more information on website updating process. Scott Elliot stated that it will continue to be a priority. Suzanne Guimond also requested a parent/teacher survey be sent again.
- Connie Byrne praised new discipline measures, citing her granddaughter's behavior as example. She also was in favor of ID badges.
- Skipper Pond voiced need for more communication from administration/Board, citing addition of Assistant Principal with no notice as example of poor communication.
- Quinise Billips discussed her daughter's removal from CIS. Requested removal of discipline form from daughter's record. Also requested prior notice of any school function at which music/lyrics that might be questionable would be played in reference to recent school dance.
- Brian McGee requested more communication from Board to parents.

Discussion of communication strategies, unclear notification of events and schedules, website maintenance issues. Charles Hutchison acknowledged that the Board does listen and make decisions based on feedback.

Brian McGee reiterated concern of Board not listening to the family/families present.

Bruce Clarke said that he felt it had been the worst year ever at CIS.

Cindy Sheppard stated that her only communication with administration was negative.

8:40

Closed Session: Contract matters: personnel.

Open Session: 9:25 pm

- Contract for Jennifer Weickum, full time counselor
- Payment to Crystal Works for ERate grant writing service payable in 3 installments

Sam Leder motioned for the two items discussed in closed session to be approved. Megan McNutt seconded. Motion passed.

Adjournment: 9:30 pm.

As Board Sam Leder

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

Signature

Date