



“The World Is Our Family”
A North Carolina Public Charter School

CAROLINA
International School

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BOARD OF DIRECTORS MEETING MINUTES

Date: Thursday, June 16, 2022

Meeting Purpose: Regular Scheduled Meeting

Time: 6:30 pm (Zoom Call)

Prepared by: Bob Gorham (Interim Secretary for Board)

Board Members in Attendance: Tom Anderson, Sharon Smith, Dr. Camela Ford, Bob Gorham

Board Members Not in Attendance: Kasi Eagle, Mario Stoilovich, Bill Jackson

Others: Dr. Paul Bryant, (Head of Schools), Phyllis Rahilly (Finance/HR Manager), Sarah Grafton (Principal), Michael Harris (Facilities)

(10 attendees per Zoom roster)

Call to Order 6:30 pm – Tom Anderson (in absence of Kasi Eagle)

CIS Mission and Values -Omitted

Grade Level Service Project Report – Omitted

Secretary Report - Bob Gorham- Minutes of May Board meeting submitted to Board prior to meeting for review. No changes noted by members. Bob Gorham motioned to dispense reading of minutes, 2nd by Sharon Smith. Minutes accepted by Board. To be posted on CIS Website as directed to Ms. Rahilly.

Facilities Committee Report – (Presented by Tom Anderson, Chair)

- Dry Pond – Ready for Inspection on June 29th
- Landscaping Contract up for renewal and review.
- Cleaning Contract out for bid.
- Hunter Construction work on soccer field, has been graded as gift to school.
- Dr. Bryant remaining in contact with Parks and Rec Department.
- Number of summer projects.
- Good shape on Facilities budget

Finance Committee Report - (Presented by Tom Anderson, Chair)

- Good financial standing over all.
- More reports to come on CSP, Audit, etc. for SBTG Conversations
- May CSP Report – Erate was over-inflated.
- End of Year surplus will be reduced for June 30 year end.
- EOY projections reduced surplus for spending on project priorities.

Curriculum Committee Report – (Presented by Dr. Camela Ford)

- Meeting to be scheduled with Dr. Bryant and staff

Head of School Report –Dr. Paul Bryant (Report submitted to BOD)

- Reviewed Enrollments – 723 current students, 675 returning students, Potential for 22-23 - 861
- No new campus COVID cases. Mask optional still in effect.
- Community Partnership Update – Met with local parks and rec.
- Looking for Title 1 Head Start.
- Gave facilities update.
- Spending tracking toward year end surplus
- Actively interviewing for open staff positions. –TalentEd software being utilized
- Notified Board of going down a letter grade to “D” on EOY Scores – Prelude to Principal’s Report.
- Reviewed summer programs upcoming in June.

Principal’s Report – Sarah Grafton (Report submitted as part of HOS Report to BOD)

- Presented BOD reports on academic achievement updates as extension for HOS report.
- Curriculum Committee is excited to get going to improve student learning.
- “We need to do more”.

Teachers Rep Report – Brynn Bates (Report Submitted)

- Omitted for Month.

PTSO Report – No Report for June

Old Business –

Review of Updated School Policy Manual from May Meeting- Presented recommendations to Board. Moved by Bob Gorham, 2nd by Dr. Ford to table acceptance and move as Old Business item for August Board Meeting or as to be determined by the Board. Further review is expected.

New Business

Approval of consulting contract for Katie Ridenour for 2022 -Motioned by Sharon Smith, 2nd by Bob Gorham. Passed unanimously by BOD.

Approve EC Audit for \$6000 – Following discussion, Bob Gorham moved for Board to accept recommendation, 2nd by Dr. Ford. Accepted unanimously by Board.

Approval of AIG Program Plan for next 3 years as presented by Dr. Bryant – Moved to accept by Dr. Ford, 2nd by Sharon Smith. Accepted unanimously by Board.

Board Retreat to be scheduled in July pending Board availability. –Discussion Only on dates.

Open Comments - 3 minutes per person – No Comments presented during meeting

7:30 p.m. – Moved to Closed Session -Motion by Sharon Smith, 2nd by Bob Gorham

7:30 p.m.– 8:00 pm– Board went into Closed Session.

8:00 p.m. – Board re-adjourned. Called to Order by Tom Anderson.

Board approved discussion items on two motions in closed session involving personnel matters. Both motions made by Dr. Ford, 2nd by Sharon Smith. Approved by members present.

8:05 p.m. - No further business discussed. Motion to adjourn by Dr. Ford, seconded by Bob Gorham. No objections.

Meeting adjourned @ 8:05 pm