



“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, November 17, 2022

Meeting Purpose: Regular Scheduled Meeting

Time: 6:30 p.m.

Location: Carolina International School (In-person Meeting & via Zoom)

Prepared by: Bob Gorham (Interim Secretary for Board)

Board Members in Attendance: Kasi Eagle, Sharon Smith, Bob Gorham, Erika Lawrence, Kevin Fauth, Bill Jackson

Board Members Not in Attendance: Tom Anderson, Dr. Camela Ford

Others: Dr. Paul Bryant, (Head of Schools), Phyllis Rahilly (Finance/HR Manager), Sarah Grafton (Principal), Mr. George, Mica Smith (Teacher Rep), Michael Sheppard, student Felix Hernandez, Other attendees present via Zoom

Call to Order 6:30 pm – Kasi Eagle (Board Chair)

CIS Mission and Values –Read by Mica Smith

Grade Level Service Project Report –Anthony Grant/Mrs. Grafton

- Student Felix Hernandez reported on NHS Service Project
- National Honor Society Reported on the Thunder Road Cleanup
- Blood Drive received 19 pints of blood

Secretary Report - Bob Gorham- Minutes of October 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 Kevin Fauth. Minutes accepted by Board. To be posted on CIS Website as directed to Ms. Rahilly.

Finance Committee Report - (Tom Anderson, Chair- not present)

- Inclusive of HOS Report in absence of Tom Anderson

Facilities Committee Report – (Presented by Tom Anderson, Chair – not present)

- Committee Met – Deferred to be included as part of HOS Report for commentary.

Academic Standards Committee Report – Dr. Ford

- No Report

Head of School Report –Dr. Paul Bryant (Report submitted to BOD- reference for details)

- Reported on Enrollment and ADM -726 students, Projected for 850 students in 23-24 cycle that started on November 1.
- COVID Update – No New Covid Cases
- Community Partnership Update – NC Go Grant of \$15,000 received from NC Outdoor Heritage Advisory Council to revitalize nature trail.
- **Facilities Maintenance Report** (as previously referenced).
 - o Exterior Wall lighting and fixture upgrade – getting estimate
 - o On-site Safety and Security Risk Assessment scheduled for December 2nd.
 - o Gym Floor project scheduled for Completion
- **Referred to Ms. Rahilly regarding Finance and Personnel reporting.**
 - o Current budget is \$7,885,598 as amended based on new ADM
 - o Had 8 new hires since prior BOD meeting / 3 open positions to be filled.
- Continuing to Work on Charter Renewal – Due November 30th
- Title 1 Program Audit completed – Working on 2 findings covering “Parents Right to Know” documentation and McKinney Vento processing procedures.
- Annual Financial Audit completed – Awaiting results
- School Improvement Team (SIT) - Working on 5/5 year goals being expanded via NC Star to be used with charter renewal documents
- Working with local school bus service (Travel Trax, LLC) to find used school bus for local use.
- Financial Audit completed – awaiting results
- Working with curriculum consultant Mrs. Cande Wood on reimagining and strengthening our environmental and international interdisciplinary curriculum across K-12 (resume provided to the Board).

Expansion Project Report - presented to Board by Tom Balke with Little Engineering

- Reviewed plans for adding 25,000 sq. ft. for cafeteria and media center.
- Looked at design on site plan for possible expansion. Reviewed Budget availability to finance project
- Expansion to be planned for 2024-2025

Financing Alternatives for Expansion Project – presented by Paul Clancy, Charter School Finance Group – RRC Capital Markets

- Refunding the 2013 bond in May, 2023 with lower rates (Municipal Bond Market rates declining)
- Refinance existing debt (need resolution by May 1 in time for bond redemption date of 8-1-2023)
- Start looking at a Capital campaign for funds when expansion is adopted.
- Possibility of Green Bond for using building materials for environmental theme of school.

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

- Seen growth last month all around including social emotional growth. Working on deepening skills in math and reading.
- Kindergarten- 2nd Grade teacher committed to math & reading curriculum 2nd grader celebrated Octoberfest by wearing traditional German clothing and learning German customs.

- 4th grade planning trip to Raleigh with an onsite field trip with the Rock Truck.
- 5th grade working on weather to go outside and observe weather trends.
- Teachers Raja, Baz and Williams helped students in performance of 3 Little Pigs
- Middle Schools continue to practice and experience learning in new ways. Ms. Edgeston using film to inspire students to create own piece of puzzle, Mr. Davis is teaching programming. Ms. Smith's 8th graders reading *Animal Farm* and using text to discuss equity and bringing happiness.
- Ms. Furloughs students taking care of trout tank with goal of releasing healthy trout into ecosystem at Stone Mountain State Park.
- Mr. Brockway and Mr. Wainaina continue to work with students in applying old skills to new math problems.
- In Global Studies, Ms. Bakshi have students learning about global citizenship, immigration and gender equality. Mr. Grant teaching about civic duties and voting. Mr. Graff had been reading *A Modest Proposal* and *Great Gatsby*. Students are applying their literary knowledge by producing a descriptive essay about life in 20s in comparison to today.
- Ms. Sessoms has won the varsity Coach of the Year in volleyball for conference. Mrs. Kennedy has won middle school coach of the year. Chelsie Bell, class of '24, has been awarded HS athlete of the year in volleyball. Winter sports has begun for both middle school and high school basketball.
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Teachers Rep Report – Mica Smith

- CIS Happenings report submitted

PTSO Report – No report for November. Ms. Grafton assisting in bringing back PTSO organization.

Old Business – No old business items.

New Business

- **Approval of Go Grant proposal from Dr. Bryant - Motion** to approve by Bob Gorham, 2nd by Kevin Fauth. Approved by Board without opposition.
- **Approval of New Work Agreements by HOS** – Motion to approve by Bob Gorham, 2nd by Erika Lawrence. Abstain by Kevin Fauth. Approved by Board with one member abstaining.

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

Motion to adjourn by Bob Gorham, 2nd by Bill Jackson. No objections.

Meeting adjourned @ 7:29 p.m.

Next regular BOD meeting scheduled for December 15th at CIS.