



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

**CAROLINA**  
International School

9545 Poplar Tent Rd., Concord, NC 28027  
704.455.3847 (phone) | 704.455.4672 (fax)

## BOARD OF DIRECTORS MEETING MINUTES

**Date:** Thursday, January 19, 2023

**Meeting Purpose:** Regular Scheduled Meeting

**Time:** 6:30 p.m.

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

**Prepared by:** Bob Gorham (Secretary for Board)

**Board Members in Attendance:** Kasi Eagle, Sharon Smith, Bob Gorham, Erika Lawrence, Kevin Fauth, Dr. Camela Ford

**Board Members Not in Attendance:** Bill Jackson,

**Others:** Dr. Paul Bryant, (Head of Schools), Phyllis Rahilly (Finance/HR Manager), Sarah Grafton (Principal), Michael Sheppard, Other attendees present via Zoom

**Call to Order 6:30 pm** – Kasi Eagle

**CIS Mission and Values** –Read by Mica Smith

**Grade Level Service Project Report** – Kindergarten Classes: Community Coat Drive – Ms. Kumar reported 66 coats collected for orphanage.

**Secretary Report** - Bob Gorham- Minutes of December Board meeting submitted to Board prior to meeting for review. No changes noted by members. Bob Gorham recommended dispense reading of minutes, Motion by Kevin Fauth, 2<sup>nd</sup> by Sharon Smith. Minutes accepted by Board. To be posted on CIS Website as directed to Ms. Rahilly.

### Facilities Committee Report – (No Chair)

- Deferred to HOS Report (see below in Meeting Minutes)

### Finance Committee Report - (No Chair- Deferred to HOS Report)

- In absence of chair referred to Ms. Rahilly
- Reviewed current ADM
- Update on budget of \$7.8 million. On track for spending needs.
- Spending in line with budget. Possible small surplus expected based on trending.
- Bonus for certified teachers only and academic staff

### Academic Standards Committee Report – Dr. Camela Ford

- Held Meeting with Dr. Bryant.

- Partnership with UNCC to get scholarships w/Environmental Science.
- Dual Enrollment Program with CIS and Community Colleges.
- NC Virtual Public Schools – More higher level classes offered.
- Growth plans for instructional and international representation.

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

- Reported on Enrollment and ADM -721 students, current attendance 716. Projected for 850 students in 23-24 cycle that started on November 1. Received 197 applications to date for new enrollment cycle.
- COVID Update – One new Covid Case involving High School student
- Plans to implement Heart Safe School to train students and staff on CPR and AED.
- Community Partnership Update – Still proceeding with plans with Concord Parks and Rec to discuss partnerships. Scheduled to participate in Cabarrus Education and Workforce Development Day on Feb. 21.
- **Facilities Maintenance Report** (as previously referenced).
  - o Exterior Wall lighting and fixture upgrade – 75% complete
  - o Nature Trail Redevelopment –Grant Funded for \$15,000 – Still working.
  - o Roofing Ridgecap Repair – completed but with on-going needs and inspections.
- **Referred to Ms. Rahilly regarding Finance and Personnel reporting** in prior update
  - o Reported 1 new hire for Middle School ELA.
- Continuing to Work on Charter Renewal addressing deliverables from DPI with BOD approval of promotion and graduation policies...
- Working with local school bus service (Travel Trax, LLC) to find used school bus for local use.
- On-site Safety and Security Risk Assessment to be shared with Board.
- Targeted Support and Improvement additional targeted Support parent notification letters sent to families on November 28<sup>th</sup> as per DPI requirement.

**Principal's Report – Sarah Grafton** (Report submitted as part of HOS Report to BOD)  
**Elementary School**

- Grades 1-5 participated in grade level Spelling Bee
- Class winners will move on to school Spelling Bee

**4th and 5th grade students took NC Check- Ins January 11, 12, & 13**

**4th grade: Reading & Math**

**Johnson**

- Reading- 62.7% correct (class average)
- Math- 48.8% correct (class average)

**Gibbons**

- Reading- waiting for reports
- Math- waiting for reports

**5th grade: Reading, Math, & Science**

**Earl**

- Reading- 61.7% correct (class average)
- Math- 50.5% correct (class average)
- Science- waiting for reports

### **Kaufman**

- Reading- 34.8% correct (class average)
- Math- 26% correct (class average)
- Science- waiting for report

### **King**

- Reading- 52.9% correct (class average)
- Math- 37.9% correct (class average)
- Science- waiting for reports
- 3rd grade will take MAP Assessments January 31 & February 1

### **Middle School**

#### **Math**

- 24% of 6th grade students scored at or above the national grade-level mean RIT on the December 2022 NWEA Math MAP Test. 23% of returning CIS 6th graders were proficient on the math EOG last year.
- 33% of 7th grade students scored at or above the national grade-level mean RIT on the December 2022 NWEA Math MAP Test. 26% of returning CIS 7th graders were proficient on the math EOG last year.
- 39% of 8th grade students scored at or above the national grade-level mean RIT on the December 2022 NWEA Math MAP Test. 26% of returning CIS 8th graders were proficient on the math EOG last year.

#### **Reading**

- 39% of 6th grade students scored at or above the national grade-level mean RIT on the December 2022 NWEA Reading MAP Test. 30% of returning CIS 6th graders were proficient on the reading EOG last year.
- 49% of 7th grade students scored at or above the national grade-level mean RIT on the December 2022 NWEA Reading MAP Test. 46% of returning CIS 7th graders were proficient on the reading EOG last year.
- 52% of 8th grade students scored at or above the national grade-level mean RIT on the December 2022 NWEA Reading MAP Test. 45% of returning CIS 8th graders were proficient on the reading EOG last year.

#### **Science**

- 53% of 8th grade students scored at or above the national grade-level mean RIT on the December 2022 NWEA Science MAP Test.

### **High School**

- Completed mid- year exams have been completed and the second semester begins on January 18.
- EOC tentative scores
- Math 1 – 100% of students who took the assessment scored proficient with one more student to test.

- Math 3 – 90% of student score proficient – all students have tested
- English 2 – waiting for reports

#### **Teachers Rep Report – Mica Smith**

- CIS Happenings report submitted to BOD.

#### **PTSO Report – Presented by Ms. Grafton**

- (6 parents signed up to get organized)

**Old Business** – Sharon Smith led discussion of attracting new Board Members and those in process of interviews.

#### **- Approval and Selection of Board Officer Vacancies -Presented by Kasi Eagle**

Dr. Camela Ford, nominated to fill role of vice-chairman by Sharon Smith, 2<sup>nd</sup> – Bob Gorham  
 Kevin Fauth – Treasurer and Chairman of Finance Committee  
 Bob Gorham – Secretary of Board, and Chairman of Facilities Committee

#### **New Business -**

- **Approval of School Calendar for upcoming 2023-2024 School Year.** Recommended by Dr. Bryant. – Motion by Sharon Smith, 2<sup>nd</sup> by Erica Lawrence. Approved by Board without opposition.
- **Approval of New Bell Schedule.** Motion to approve by Sharon Smith, 2<sup>nd</sup> by Erika Lawrence. Approved by Board without opposition.
- **Approval of Promotion and Retention Policy.** Motion to approve by Bob Gorham. 2<sup>nd</sup> by Sharon Smith. Approval by Board. No opposition.
- **Approval of Allowing Concord Parks and Rec Dept to enter CIS land with legal approval** - Motion by Bob Gorham, 2<sup>nd</sup> by Kevin Fauth. Approved by Board with no opposition.
- **Approval of New Work Agreement/ Hires by HOS** – Motion to approve Kevin Fauth, 2<sup>nd</sup> by Erika Lawrence. Approved by Board with no opposition.

#### **Open Comments - 3 minutes per person**

- **Ivory Smith, M.Ed, Middle School Teacher** – Brought attention to BOD the Scholar Success Event on Feb 1<sup>st</sup> and Jr. Honor Society.

**Motion to adjourn by Kevin Fauth, 2<sup>nd</sup> Erika Lawrence** - No objections.

**Meeting adjourned @ 8:15 p.m.**

**Next regular BOD meeting scheduled for February 16<sup>th</sup>, 2023 at CIS.**