



“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, August 17, 2023

Meeting Purpose: Regular Scheduled Meeting

Time: 6:30 p.m.

Location: (Meeting via Zoom)

Prepared by: Bob Gorham (Secretary for Board)

Board Members in Attendance: Sharon Smith, Bob Gorham, Kevin Fauth, Dr. Camela Ford, Bill Jackson (quorum present)

Board Members Not in Attendance: Former Chairman Kasi Eagle resigned.

Others: Dr. Paul Bryant, (Head of Schools), Katy Ridnouer, Other attendees present via Zoom and in-person (approximately 11 people in attendance)

Call to Order 6:38 pm – Dr. Camela Ford

CIS Mission and Values – Read by Dr. Ford

Grade Level Service Project Report – No Report

Secretary Report - Bob Gorham

Minutes of June and July Special session submitted to Board prior to meeting for review. No changes noted by members. Bob Gorham recommended dispense reading of minutes, Motion by Bob Gorham, 2nd by Sharon Smith. Passed unanimously. Minutes accepted by Board. To be posted on CIS Website as directed to Ms. Rahilly.

Facilities Committee Report – Bob Gorham (Chair)

The committee met on August 17th including walk around of grounds with Mr. White.

Reported on update to summer projects that were completed. Priorities were set on Safety and Health Assessment recommendations. Urgent needs for the budget of \$107,000 were mostly completed.

- Front office Renovations - Looking at quote from Ranger Construction on front office renovations. Have quote from Little Construction.
- Blinds for classrooms to be reviewed for most in needed repairs.

- Potholes in asphalt were repaired.
- Playground mulch done – Slide to be replaced.
- Plumbing projects completed for restrooms.
- Irrigation system repair completed.
- Painting of lower part of gym completed to improve looks.
- Soccer field re-seeded. Should see the results soon.
- Ceiling tiles showing water damage were replaced in school where needed.
- Pest control contract in place.
- Dumpster cage repairs are progressing.
- Reviewed potential plans for Capital Improvements for facilities. – Additions for high school, multi-purpose room and media center part of revised plans. Financial advisor being used for financing of the additions. (more discussion later)
- Concord Parks and Rec doing approved surveys on property for planned shared usage.
- Elevator Annual Inspection completed.
- Solar panel use is being reviewed.
- School buses fixed and routes are going well. Appearance of buses are a concern.
- New cafeteria tables were purchased for the atrium through grant funds.

Specifics of facilities part of HOS report distributed to BOD.

Finance Committee Report - Kevin Fauth (Chair)

- Ms. Rahilly is not available for meeting.
- No update to financials from CSPs
- Ended last year surplus that was shared with staff bonuses as approved by BOD.
- Audit coming at the end of August.
- Concerns of budget for technology. May need to rework.
- Grant monies to be reviewed.
- Being frugal is important.
- More financial details included with HOS report to BOD.

Academic Standards Committee Report – Dr. Camela Ford (Chair)

No Report – Delayed due to start of school.

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

Enrollment – Current enrollment at the start of the school year is 861 students.

Health - No COVID cases reported.

Facilities /Maintenance Report – Discussed during Facilities Committee as previously reported.

Buses are working – 300 signed up.

Finance and Personnel (referenced during Finance Committee Report)

The current budget is \$7,885,598.

No new hires reported. Ms. Rahilly is absent for an update.

Head of Schools Year End Academic Updates

- Reviewed current preliminary EOY performance indicators 2022-2023. Preliminary Report Card Grade for 23-24 is a “C” with a met annual growth rate of 80.9%. We can be a “B” school.
- Goal setting with teachers in such a way to connect data driven instruction and their own growth as a teacher.
- Analysis of data from past years to strengthen pacing, lesson planning and understanding testing practices.
- Working with teams of teachers, students, and their families to strengthen the global vision of what a kindergartener through graduate continuum looks like and how we can grow the greater community through classroom enrichment.

Dates to Remember:

August 14 – Classes Began for 23-24 Academic School Year

Principal's Reports – Dr. Micah Griffith

- Math skills being taught will become a focus area.
- Fortunate to have attracted a highly qualified staff.
- Shout out to teachers for getting school started.
- Kindergarten assessments.
- Seeing growth in lower grades.
- Curriculum updates. History is now a core instruction for Middle School.
- French and Spanish Immersion Classes
- AP and Honors classes are being offered. Coordinated by Ivory Smith.
- International & Environmental Coordinator on-board and working on plans to support teachers.

Teachers Rep Report – No Report

PTSO Report – Nika Forney

- PTSO is back up and running as of August positions to fill. A new board is in place. Events being planned to include Kindergarten breakfast. Facebook page is up and running.

Old Business – None

New Business_-

- Motion to approve work agreements for Dr. Bryant - Motion by Camela Ford, 2nd Bob Gorham. Kevin Fauth abstained.

- Introduced discussion on school foundational goals with BOD with school consultant Katie Ridnour. Discussion included planning and evaluating multiple data sources. Guidance on what to achieve from BOD is needed. Solid goals were needed for development. It was decided through BOD discussion to have solid goals prioritized for teacher retention, academic growth, and student retention.
- Motion to move the September Board meeting to Thursday, Sept 27th and post on website. – Motion by Bob Gorham, 2nd by Kevin Fauth. No objections.

Open Comments - 3 minutes per person.

- **Kevin Fauth** – Presented comments as a parent to recognize efforts of staff and the increased efforts for communication to parents and staff.

Open Session

Closed Session – No closed session business to discuss.

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

Adjournment

Meeting adjourned @ 7:57 p.m.