



“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, September 28, 2023

Meeting Purpose: Regular Scheduled Meeting (changed from Sept. 21)

Time: 6:32 p.m.

Location: (Meeting via Zoom)

Prepared by: Bob Gorham (Secretary for Board)

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

Board Members Not in Attendance: Dr. Camela Ford (Board Chair)

Others: Dr. Paul Bryant, (Head of Schools), Ms. Rahilly, Other attendees present via Zoom and in-person (approximately 12 people in attendance on call)

Welcome and Call to Order – Bob Gorham (in absence of Dr. Ford)

CIS Mission and Values – Ms. Lena Hicks

Grade Level Service Project Report – No Report

Secretary Report - Bob Gorham

Minutes of August session submitted to Board prior to meeting for review. No changes noted by members. Bob Gorham recommended dispense reading of minutes, Motion by Kevin Fauth, 2nd by Bill Jackson. Passed unanimously. Minutes accepted by Board. To be posted on CIS Website as directed to Ms. Rahilly.

Facilities Committee Report – Bob Gorham (Chair)

Committee met on September 28th at School. Meeting included Bob Gorham, Kevin Fauth, Dr. Bryant, Phyllis Rahilly, and Mr. John White. Bill Jackson to join committee as new member.

- Front office Renovations - Looking at quote from Ranger Construction on front office renovations. Have quote from Little Construction. Specs being reviewed for possible additional bids.
- Retention Pond Dam in front needs cleaning- Erosion possible.
- Gym floor work scheduled for November 3rd.

- Electrical repairs completed. Duke Energy replacing some outside lights.
- Blinds for classrooms to be reviewed for most in needed repairs.
- Eagle Scout Project completed for school with new benches. BOD should recognize Scout for work completed.
- Soccer field re-seeding completed and grass responding to 3 times per week watering.
- Vandalism was a concern for bathrooms. Monitoring controls in place.
- New slide ordered for playground.
- HVAC small compressor on high school side to be replaced.
- Security card reader to be installed for Teacher work room.
- Dumpster fences repaired. Work in progress.
- Dumpster service to be replaced for savings to school. Not needing BOD approval.
- School buses parked on lot discussed.
- 20th Anniversary celebration discussed for 2024.

Specifics of facilities part of HOS report distributed to BOD.

Finance Committee Report - Kevin Fauth (Chair)

- Current budget to be adjusted due to change in anticipated enrollment. Currently ADM at 763 a loss of 62 students for budget considerations. This is likely to reduce revenue budget by \$310,000 for year.
- A new report will be confirmed for budget and adjustments made.
- On site audit complete.
- 20 Year Anniversary celebration upcoming that may help raise monies for school.
- Focus on needs, not wants due to budget constraints.
- More financial details included with HOS report to BOD.

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

No Report –

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

Enrollment – Current enrollment is 796 students. Down from beginning of school year. A 6% gain over last year. Average daily attendance is 763.

Health – Three active COVID cases reported.

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

Academic Performance – Currently a “C” school with opportunity to “B” School. CIS compares favorably above other charter schools in general area and including Cabarrus County. Grade Level proficiency above other local school district and just under NC state average.

10 Year Charter Renewal – Charter renewal trip to planned for Raleigh on Nov. 6 and 7. Academic performance for grade level proficiency better than Cabarrus County. School has achieved clean audits. May have a compliance concern on EC program that have been addressed. Good expectations.

New Board Member applications being reviewed by consultant Katie Ridneour.

Finance and Personnel (referenced during Finance Committee Report)

- Current budget is \$8,279,913.90. Spending will be adjusted based on final ADM.
- Financial audit site visit is complete and waiting final documents.
- Ms. Rahilly reported 3 new hires with 3 open positions to be filled.

Academic Updates and Discussion

- Many active items included in HOS report.

Dates to Remember:

- Oct. 9 – Pre- ACT Testing
- Oct. 13 – Picture Day
- Oct. 17 – End of first Quarter
- November 6-7 – Charter Renewal Presentation – DPI – Charter Review Board

Principal's Reports – Ms. Lakeisha Donaldson (In absence of Dr. Griffith)

- Reported on K-5 only due to absence of Micah Griffith.
- MAP Testing completed.
- Two new teachers off to good starts.
- 3rd Grade – BOG and RTA assessments conducted. 12 students targeted for intervention. Tutoring will be offered.
- Other items are part of HOS report to BOD

Teachers Rep Report – Ms. Lena Hicks

- School has set 17 Sustainable Development Goals in line with United Nations Assembly and Global Goals week.
- Hannah Steele – New K-12 International and Environmental Studies moving in right direction with partnerships and school activities.
- Kindergarten had back to school Stem Fun day and Grandparents Tea Party
- 3rd grades learning about human body.
- 7th and 8th Grade using an M&Ms gaming.
- Mr. Furlough's Earth and Environmental Science class is growing borax crystals.
- Mrs. Hicks English class created mock news broadcasts and learning journalistic ethics.
- Focus on keeping kids first.

PTSO Report – Samantha Kennedy

- PTSO is active. Reported on Pizza event at school. Plans being prepared for Spring family BBQ event and fund raiser. Silent auction items to be sold for school fundraising. New volunteers but still struggling for more.

Old Business – None

New Business

- Motion to approve work agreements for Dr. Bryant - Motion by Kevin Fauth, 2nd Sharon Smith.
- Motion to approve attorney David Hostettler as service agent for CIS and Board of Directors. – Motion by Kevin Fauth, 2nd by Bill Jackson. No objections.
- Sharon Smith was recognized by chair for her service to the Board and school. Sharon had notified BOD that she would be resigning following this meeting. It is noted that new applications were being considered for new BOD members.
- Motion to create a BOD commendation certificate for presentation to worthy students for purpose of recognitions. Motion by Bill Jackson. 2nd by Sharon Smith. Motion passed without opposition.
- Motion to go to closed session following open comments under the permitted purpose of §143-138.11 a (6) for the purpose of hearing and discussing a grievance filed against a public body. Motion by Bill Jackson. 2nd by Sharon Smith.

Open Comments - 3 minutes per person. – No Comments

Closed Session – No business was voted on during closed session.

Motion to adjourn by Kevin Fauth, 2nd by Bill Jackson - No objections.

Adjournment - Meeting adjourned @ 8:04 p.m.