



“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, October 19, 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: Dr. Camela Ford, Bob Gorham, Kevin Fauth, Bill Jackson (quorum present)

Board Members Not in Attendance: No absences

Others: Dr. Paul Bryant, (Head of Schools), Dr. Micah Griffith, Ms. Rahilly, Other attendees present via Zoom and in-person (approximately 16 people in attendance on call)

Welcome and Call to Order – Dr. Camela Ford

CIS Mission and Values – Ms. Lena Hicks

Grade Level Service Project Report – No Report

Secretary Report - Bob Gorham

Minutes of September 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 October 19th at 3 pm via Zoom Meeting. Attendees Bob Gorham, Dr. Bryant, John White. Bill Jackson and Kevin Fauth were not in Attendance.

- Additional Security Cameras were installed to reduce blind spots. 37 cameras working on campus.
- 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 Inspection and repairs needed. –Quote of \$19,437.02. (expecting to be reduced)

- Gym floor work scheduled for November 3rd. Gym to be shut – Cost \$3600
- Speed bump signs installed.
- Cleaned up garden for November festival.
- HVAC concerns – 10 year old condensers- 2 units malfunctioning. Preventative maintenance in place.
- Duke Energy replaced lights outside - working well.
- Blinds for classrooms to be reviewed for most in needed repairs. (Mr. White to continue local sourcing and recommendations)
- Soccer field re-seeding completed and grass responding.
- Monitoring controls in place to prevent bathroom vandalism. Still minor incidents with wall damage.
- New slide ordered for playground. Yet to be installed.
- 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 continue with present vendor.
- 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)

- Reviewed Budget. 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 the year.
- A new report will be confirmed for budget and adjustments made.
- Received monies for athletics.
- QuickBooks is now up and running, merged with Power Schools, fees being invoiced.
- On site audit awaiting results.
- ADM is looking to grow 4%-5% annually for budgeting purposes.
- 20 Year Anniversary celebration upcoming that may help raise monies for school.
- Fundraising – Booster fund is giving well. Grossed \$12,000. Thanks to Mr. Bunch.
- Received \$28,000 from state grant monies.
- Budget analysis is projecting a \$426,000 deficit due to new hires needed 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

No Report

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

Enrollment – Current enrollment is 763 students. November starts a new cycle. 4-5% growth is expected. Increase over last year but below anticipated for budget.

Health – One active COVID case reported. NC Smiles clinic scheduled for Nov. 2nd. Prescriptions for kids to be kept on file with nurse.

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

10 Year Charter Renewal – Charter renewal trip to Raleigh has changed to Dec. 11th. Concern on student academic outcomes. Team effectiveness being discussed (?) to address academics. Data is being reviewed. Academic performance for grade level proficiency is better than Cabarrus County. School has achieved clean audits. May have a compliance concern on EC program that have been addressed. Good expectations.

20th Anniversary Fund Raising Campaign – Events planned include CIS International Gala planned for April 20th, Homecoming Sports Classic venue, Silent auction. Hoping to be successful to raise \$200,000.

“We need to create champions for this school.”

New Board Member applications still 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 open positions for 1st grade, MS ELA, MS Social Studies, and 2 EC positions.

Academic Updates and Discussion

- Many active items are included in HOS report.

Dates to Remember:

- Oct. 17 – End of first Quarter
- Oct 27 – Parent Teacher Conference Remote Learning
- Nov. 10 – School closed for Veteran’s Day
- Nov. 16 – Board Meeting
- December 11 – Charter Renewal Presentation – DPI – Charter Review Board

Principal’s Reports – Dr. Micah Griffith

- The team is pulling together and rallying around school.
- Bad behaviors are trending in the wrong direction. Trying to achieve a secure environment.
- Completed MAP testing for K-8.
- Assemblies held for k-12 to address school expectations.
- Transportation support coming.
- Booster fundraising is doing well –Goal of \$20,000.
- Mrs. Steele working well on International and Environmental curriculums.
- Preparation is beginning for spring registration.
- Wanting to get in front of others to recruit more volunteers and substitutes for school.

Teachers Rep Report (School Happenings) – Ms. Lena Hicks

- Reported on Student Council and National Honor Society activities- Food donation to Crosswalk, Talent Show on October 25th, Blood Drive planned for November 9th
- Environmental and Global Education plans with Ms. Steels. International Extravaganza planned with Mexico being sister country.
- Reviewed Elementary School happenings including Ms. Tucker's Apple Stem Fun Day for kindergarten, 2nd grade animals building homes, 5th grade Hispanic Heritage Month activities. Middle School Math working on proportional ratios and unit rates.
- Viewed Mr. Furlough's impressive YouTube Videos for Waste Reduction and Zero waste lunch.
- Ms. Elovitz had a mock trial to learn about legal system.
- Ms. Hicks taught folk lore unit and some students dressed to parts.
- Presentation for Elementary and Middle School sent to BOD.

PTSO Report - Nika Forney

- Reported on Pizza Fridays
- Plan for help for PTSO.
- PTSO needs more support from parents – Only 10 parents at the last meeting.

Old Business – No old business matters for discussion

New Business

- Motion to go to closed session following Open Comments under the permitted purpose of §143-138.11 to discuss conditions of employment of a specific employee matter. Motion by Kevin Fauth, 2nd by Bill Jackson. No opposed.

Open Comments - 3 minutes per person.

- Alyssa Kennedy (Director of Bands) – Expressed concerns to BOD about band students and students not being allowed to study band and music as part of regular school days.
- Ashley Miller – Parent of two students. Concerns expressed about dropping off lunch. Lack of cafeteria offering. Major concern about students not being allowed to go to bathroom and bathroom usage issues for students.
- Megan Kennedy – Teacher at CIS with students in middle school. Shout out to Middle school boys coming in 1st place in volleyball. Middle school girls going to the playoffs. Pink night coming up.
- Eileen Sousley – Parent of Junior student. Has been at CIS for 15 years. Major concerns about band program and student disappointment. Band is being neglected. No students had schedules at start of school year. Disappointed that the band program class has not been fixed. Also concerned expressed by student's class being disrupted by noise. Not fair that disrupters were not dealt with. Never seen such a bad year.
- Meg Furlough – Middle School Science Teacher and parent of students. We need support of Ms. Kennedy and band program for school. Scheduling needs to be fixed.

Closed Session

During closed session the BOD, approved a plan of action for the Chair of the BOD to move forward to address a condition of employment matter with the Head of Schools.

Open Session

The BOD returned to Open Session at 9:02 pm to approve action taken during closed session.

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

Adjournment - Meeting adjourned @ 9:09 p.m.