



“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 16, 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: Bob Gorham, Kevin Fauth, Bill Jackson (quorum present)

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

Others: Dr. Paul Bryant, (Head of Schools), Dr. Micah Griffith, 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 – Dr. Micah Griffith

- All grades are participating in either a food drive, coat drive, collecting toiletry items to be donated to local shelters. Work is being done to partner with a local women’s shelter as well.

Secretary Report - Bob Gorham

Minutes of October 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 November 16th at 3:30 pm via Zoom Meeting. Attendees Bob Gorham, Dr. Bryant, John White. Bill Jackson

- New Security Cameras working
- Front office Renovations – Being held up until funds are available.

- Retention Pond Dam Inspection and repairs needed. Area around pond has been cleaned, but further work will be postponed until funding is available.
- Gym floor work has been completed.
- PA system had a parts malfunction and had to be repaired.
- Speed bumps installed by Mr. White.
- HVAC concerns – 10 year old condensers- 2 units malfunctioning. Preventative maintenance in place.
- Blinds for classrooms (Mr. White has collected quotes.)
- Soccer field re-seeding is still holding up.
- Bathroom vandalism is being handled. Mostly in boys elementary with writing on walls.
- New slide for playground is yet to arrive. Labor cost for installation is being reviewed.
- Security card reader system for teacher work room may have alternative.
- Dumpster gate is needing to be replaced. Initial cost is \$4,000. Work in progress.
- Fire inspection is good. Fire drills being scheduled.

Specifics of facilities part of HOS report distributed to BOD.

Finance Committee Report - Kevin Fauth (Chair)

- Reviewed Budget. Funding will be lower than expected that will require some adjustments
- S&P Rating for Bond BB+
- Clean audit results.
- Quickbooks – 100% on boarded.
- Boosterthon - \$17,000 plus raised.
- 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 774 students. New Enrollment cycle for 24-25 is underway. A 4% increase in enrollment is expected.

Health & Wellness – No COVID Cases . New cases to be reported to school nurse. NC Smiles Dental clinic on site for free cleanings – 17 students served. Rise in flu and strep expected – protocols reported to students and parents.

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

10 Year Charter Renewal – Charter renewal trip to Raleigh scheduled for Dec. 11th. Two of three criteria for an automatic renewal have been met. Academic outcomes are comparable to local LEA for the prior 3 Years. Presentation to be sent to BOD for review.

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.

Finance and Personnel (referenced during Finance Committee Report)

- Current budget is \$8,279,913.90. Final per pupil funding is \$6270.96. Spending to be adjusted based on final ADM.
- Financial audit site visit is complete and submitted to DPI. Audit satisfies 10 year charter renewal.
- Ms. Rahilly reported new hires for 2nd Grade, EC Teacher and EC Contracted services.

Academic Updates and Discussion

- Many active items included in HOS report and included in Principal's Report

Dates to Remember:

- December 11 – Charter Renewal Presentation – DPI – Charter Review Board
- Thanksgiving Break November 20-24 (School Closed)

Principal's Reports – Dr. Micah Griffith

- Tutoring in Middle Schools – Transportation provided free.
- WIN Wednesday – Pause to look at assessments.
- Growth expectations being set with teachers.
- Behaviors Trending Downward
- Charlotte Hornets coming to school to promote reading.
- Athletics on an up tick.
- MAP testing is complete. Teachers have reviewed data.
- AIG screening to take place in November.
- Approaching goal for Boosterthon fundraiser.
- Progress being made on International programming. International Day planned for Nov. 17.
- Spring registration sessions are in progress for next semester.

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

- Elementary School holding cultural awareness language comparisons for “Holidays Around the World”.
- Middle School learning about “percentages”. Black Friday sale example.
- Mrs. Furlough's – Trout in Classroom program. Active for 30 years.
- High School - College and Career Awareness with Ms. Erickson.
 - 88.9% of students plan to attend college/university
- Drs. Casado and Stoilovic have been providing individual support. Partnership with CMPR to information sessions on social media with students, anti-bullying (K-5) and texting (6-12); Suicide Prevention Campaign
- Boosterthon Fun Runs and Color Runs.

PTSO Report – No Report

Old Business – No old business matters for discussion

New Business

- Approval of new proposed budget as submitted to BoD showing a deficit for the end of year. – Motion by Kevin Fauth, 2nd by Bill Jackson. Approved.
- Approval for Head of School to continue to approve employment contracts until next Board meeting in January. – Motion by Kevin Fauth, 2nd by Bill Jackson. Approved.
- Motion to cancel December 21st Board meeting and resume regular meetings in January. – Motion by Bill Jackson, 2nd by Kevin Fauth. Approved.
- No new business, however, a special called meeting may be needed to approve spending outside of budget.

Open Comments - 3 minutes per person. No comments.

Closed Session

Open Session

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

Adjournment - Meeting adjourned @ 7:25 p.m.