



“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, January 25, 2024

**Meeting Purpose:** Regular Scheduled Meeting (rescheduled from Jan. 18, 2024)

**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:** All Present

**Others:** Dr. Paul Bryant, (Head of Schools), Dr. Micah Griffith, Other attendees present via Zoom and in-person (approximately 13 people in attendance on call)

**Welcome and Call to Order** – Bob Gorham (substituting for Dr. Ford)

**CIS Mission and Values** – Dr. Paul Bryant

**Grade Level Service Project Report** – Mr. John White

-Coat Drive with approximately 700 lbs. of clothing donated.

- Canned Food Drive with over 1000 lbs. donated to Concord Women’s Shelter. They are looking forward to continued support by the school.

**Secretary Report** - Bob Gorham

Minutes of November 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, 2<sup>nd</sup> 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 January 25 at 12 noon pm via Teams Meeting. Attendees Bob Gorham, Dr. Bryant, John White. Bill Jackson

- Heating Motor Replacements – Two failed and third needing help. Will need to replace more as they are getting over 10 year old and need to be updated to offset future costs.
- Dumpster Cage Door is being re-built with stronger hinges. Previous door came loose due to wind.
- Changing out paper towel dispensers around school. Upkeep will be less costly.
- Soap Dispenser being replaced.
- Blinds project is moving along. Mr. White had blind measurements and new blinds are being ordered.
- Slide on playground was ordered and arrived. Installation will need to be completed by certified tech. Slide ordered will be replaced by less costly model to save on expenses.
- Fence will need to be placed around playground.
- Project and discussions with Concord Parks and Rec for tie in for athletics still being planned.

### **Finance Committee Report** - Kevin Fauth (Chair)

- PTSO has not passed along any revenue
- Reviewed Budget Report. Funding still lower than expected.
- Discussed Grant opportunities for Safety (\$5000.00)
- Other Grants coming for environmental programs and “TO GO” Grant
- More financial reports included with HOS report to BOD.

### **Academic Standards Committee Report** – Dr. Camela Ford (Presented by Dr. Bryant)

- Parents of students who are failing are being notified.

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

**Enrollment** – Current enrollment is 759 students. Projected Enrollment for 2024-25 is 790.

**Health & Wellness** – No COVID Cases. Obtained Narcan (naloxone) nasal spray for response to opioid overdose on campus.

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

**10 Year Charter Renewal** – Waiting to hear about Charter Renewal from Dec 11<sup>th</sup> presentation to CSFB. Could be a 7 year renewal due to compatibility of student performance scores with the local LEA. Decision to come in February.

### **Finance and Personnel** (referenced during Finance Committee Report)

- Current budget is \$8,115,929.25 . Reduction in staff done to reduce expenses. Only hiring for key positions going forward.
- Ms. Rahilly not in attendance for personnel report. Two new hires for school, Gisell Chela (EC Teaching Assistant) and Pamela Faison (MS ELA).

### **Athletic Updates**

- Middle School Girls Basketball - 6-0 (undefeated as of 1-11-24)
- Middle School Boys 2-4. Gaining confidence as season progresses.

- JV Boys beginning conference play and favored to win Metro 8 Conference. Peaking under coach Darius at the correct time.
- Varsity Girls – Lady Comets building strength as season progresses.
- Varsity Boys – Off to good start under Coach Ewell and are 2<sup>nd</sup> in Conference. 7-7 overall record with tough non-conference games.

**20<sup>th</sup> Anniversary Fund Raising Campaign** – Trying to create a culture of Giving and Philanthropy.

Events planned include CIS International Gala being planned, Homecoming Sports Classic venue, silent auction. Hoping to be successful to raise \$200,000. The school is using Bontera (Fundraising Platform) to assist in annual campaign.

- Continuing to work with investors and CSP on plans for capital improvement and opportunity for callable bonds investments.
- Developing five-year enrollment and revenue projections.
- Concord Parks and Rec Connection being worked on for surrounding community connection.

**Academic Updates and Discussion**

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

**Dates to Remember:**

- February 16<sup>th</sup> – OTW
- February 19<sup>th</sup> – President's Day

**Principal's Reports – Dr. Micah Griffith**

(Below items were reviewed during presentation as copied from HOS report)

**Grades K-8**

- MAP testing is under way- Results will be analyzed to determine progress towards grade level content. Warning letters for possible retentions will be sent in the next week following testing. PLCS will focus on students who are not showing high growth and ways to increase overall student performance
- RtA folders and interventions are in development. These will assist us with proficiency in reading on the upcoming EOGs as well as planning for summer school.
- Tutoring before and after school began in the second quarter. It will resume in the second semester, following testing.
- Admin and teachers have collaborated surrounding new curriculum adoptions for the 2024-2025 school year. Curriculum reviews will start in the third quarter. We will be intentional about ensuring that our literacy curriculum aligns per state guidelines with the Science of Reading.
- Our new middle school ELA teacher started on 12/15. Our CORE is now fully staffed again for the first time since October.
- NHJS is in swing! The induction is scheduled for next week, January 17th.
- AIG testing will begin this semester.

**Grades 9-12**

- The semester ends of Friday. At this time we have approximately 15-20 students who have failed 1 or more classes first semester. At least 6 of those may end up passing following EOCs.

- Teachers have begun incorporating more direct instruction as well as parent & admin collaboration to motivate students towards work completion.
- Select teachers will be visiting a traditional public school district with similar demographics this semester to observe, plan, and share best practices when teaching a 90 minute block.
- Prom planning is under way! Date, venue and theme have been decided. Fundraising is underway weekly (dress down funds and ice cream sales).
- We are finishing finals and EOCs this week on January 12th.
- January 16<sup>th</sup> was the first day of the semester and all students are fully scheduled and ready to go.
- Looking at elective classes

### **Overview of K-12**

- Behaviors across the building are trending down. This is a huge win as it means that new policies and procedures are working.
- All staff have participated in training regarding EC accommodations and modifications as well as co-teaching. This training also touched on how to incorporate EC staff in instructional planning, as well as how to best support struggling students.
- Master scheduling is under way. Scheduling for middle and high school for the 24-25 school year will begin in March.
- Budget planning is also under way for the 24-25 school year (curriculum resources, etc.).
- National Jr. Honor Society is up and going.

### **Teachers Rep Report (School Happenings) – Ms. LaKeisha Donaldsen**

- Reestablishing norms and expectations. Wrapping up 2<sup>nd</sup> Quarter
- MAP Testing in elementary and middle school.
- High School preparing for Final EOC prep
- Partnering with Cabarrus County Library for K-12.
- Parting Words of Wisdom (Mary Catherine Bateson) – “We are not what we know, but what we are willing to learn”

### **PTSO Report – No Report**

### **Old Business – No old business matters for discussion**

### **New Business**

**Approval of New Work Agreement/ Hires by HOS –** Motion to approve Kevin Fauth, 2<sup>nd</sup> by Bill Jackson. Approved by Board with no opposition.

**Approval of School Calendar for upcoming 2024-2025 School Year.** Recommended by Dr. Bryant. – Motion by Camela Ford, 2<sup>nd</sup> by Bill Jackson. Approved by Board without opposition.

**Approval of Budget Plan Time Line –** Motion by Kevin Fauth, 2<sup>nd</sup> by Bill Jackson

**Not Approved - Motion presented to accept Longevity Pay Plan** by Dr. Ford. Motion withdrawn to listen to comments for open session. Motion will be tabled as old business item for February meeting.

**Open Comments** - 3 minutes per person. No comments.

- Kim Reese – CIS Teacher. Commented on longevity pay under consideration by the BOD. Loves school.
- Troy Bunch – CIS Teacher. Commented on longevity pay. Loves CIS.
- Madhavi Kumar – CIS Teacher. Commented on longevity pay. 16 years with school.
- Christina Bunch – CIS Teacher. Commented on Longevity Pay. Love CIS and school direction.

**Closed Session** – No items for discussion

### **Open Session**

Motion to adjourn by Dr. Ford, 2<sup>nd</sup> by Kevin Fauth - No objections.

**Adjournment** - Meeting adjourned @ 7:47 pm