



“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, February 15, 2024

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, (quorum present)

Board Members Not in Attendance: Bill Jackson

Others: Dr. Paul Bryant, (Head of Schools), Other attendees present via Zoom and in-person (approximately 13 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 – Mr. A WaliUddin

- Fund raiser proposal and ighting Game Tournament previewed.

Secretary Report - Bob Gorham

Minutes of January 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 Kevin Fauth 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 February 15th via Teams Meeting. Attendees Bob Gorham, Dr. Bryant, John White.

- Playground Slide replaced and operational
- Paper Towel Dispenser replaced -100% complete
- Soap Dispenser Replacement – 70% complete
- Annual inspections coming up on dry ponds

- 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 replaced.
- Blinds project near completion. Way under initial cost bids. – 100% complete
- Fence will need to be placed around playground.
- Project and discussions with Concord Parks and Rec for tie in for athletics still being planned.
- Terminex completed insect controls.

Finance Committee Report - Kevin Fauth (Chair)

- Reviewed Budget –May need to pull down more funds. Financial report presented to BOD.
- CSP Consultants to come in April for construction project - \$9000 Fee
- 20TH Anniversary fund raising to start in March.
- PTSO collected about \$1600.00 for pizza.
- Basketball Classic netted \$1900.00
- Milk Program – 750 half pints being distributed. Favorite flavor is chocolate.
- A new bus provider will come on board – R and D Transportation
- ESSER Funds – leftover COVID monies of \$42,000
- More financial reports included with HOS report to BOD.

Academic Standards Committee Report – Dr. Camela Ford (Presented by Dr. Bryant) (Part of HOS report)

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. New enrollment cycle underway.

Health & Wellness – No COVID Cases. Free blood pressure checks for staff for Valentine’s Day. Dental clinic booked for later Spring.

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

Charter Renewal – Charter Renewal approved for seven years. Official letter received.

Finance and Personnel (referenced during Finance Committee Report)

- Current budget is \$8,508,489.56. A year end deficit is projected. Spending to be adjusted
- Two Open EC positions
- One new hire – Alexandra Roman for 4th grade.

Athletic Updates

- Middle School Girls Basketball – Captured regular season championship/
- Middle School Boys - Amazing season under Coach Bishop
- JV Boys - Conference Metro 8 Champions.
- Varsity Girls – Lady Comets have won 4 games and 4th place in conference.
- Varsity Boys – First place in conference. Comet Basketball Classic held.

- Spring Sports Tryouts to start for Middle School softball, track and field and flag football.
- High School Spring Sports tryouts for softball, baseball, soccer and track & field.

20th Anniversary Fund Raising Campaign Update – 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
- Review of Disciplinary referrals by grade level. Most incidents in 7th & 8th Grade.

General Updates

- School Risk Management Training to complete school's crisis management plan.
- Teacher working condition survey to begin March 1. Conducted every two years.
- Partnering with consulting firm (EduClaim LP) to assist with Medicaid billing.
- Transportation company replaced.
- Obtaining materials form new greenhouse on grounds. Otto Seed Grant coming to plant gardens.

Dates to Remember:

- February 16th – OTW
- February 19th – President's Day
- March 21at – Board of Directors Meeting

Principal's Reports – Ms. Donaldson, Ms Nabil, Ms Hicks (in absence of Dr. Micah Griffith)

- Reports presented on Map Data as summarized in HOS report.
- Ms. Donaldson reported on K-5 MAP test data –lots of variables. Looking at trends
- Ms. Nabil – reported on Middle School
- Ms. Hicks reported on High School

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

- Congratulations to Honor Band 2024
- Visual and Performing Arts Event – Feb 29th
- Highlight Ms. Kumar's class with First 100 Day celebration.
- Ms. Furlough's Middle School Science Class studying human body systems
- Senora Conejo's Spanish Class Class celebrated.
- "It's ultimately the purpose of education to cultivate the love of learning for its own sake.

PTSO Report – No Report

Old Business –

Approval of Longevity Pay (carryover from Jan. 2024 meeting presentation) – Motion to approve Bob Gorham, 2nd by Kevin Fauth. Approved by Board with no opposition

New Business

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

Approval of Lottery Procedures. Recommended by Dr. Bryant. – Motion by Bob Gorham, 2nd by Kevin Fauth. Approved by Board without opposition.

Open Comments - 3 minutes per person. No comments.

Closed Session – No items for discussion

Open Session

Motion to adjourn by Kevin Fauth, 2nd by Bob Gorham - No objections.

Adjournment - Meeting adjourned @ 7:37 pm