



“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, April 18, 2024

Meeting Purpose: Regular Scheduled Meeting

Time: 6:30 p.m.

Location: Carolina International School (Also Meeting via Zoom)

Prepared by: Bob Gorham (Secretary for Board)

Board Members in Attendance: Dr. Camela Ford, Bill Jackson, Bob Gorham

Board Members Not in Attendance: Kevin Fauth

Others: Dr. Paul Bryant, (Head of Schools), Phyllis Rahilly, Dr. Micah Griffith Other attendees present via Zoom and invited guests (approximately 14 in attendance). Invited guests included Tom Balke (Architect), Paul Clancy (Underwriter), Paul Jasin, (Financial Advisor), Zach Donahue (CSP Financial Services)

Welcome and Call to Order – Dr. Camela Ford

CIS Mission and Values – Lena Hicks

Grade Level Service Project Report – No Report

Secretary Report - Bob Gorham

Minutes of February and March BOD meeting submitted to Board prior to meeting for review. No changes noted by members. However, since quorum was not present at March meeting, the minutes for both February and March were submitted together. Motion to approve by Bob Gorham, 2nd by Bill Jackson. No objections or changes.

Facilities Committee Report – Bob Gorham (Chair)

Committee met on April 18th via Teams call. Attendees Bob Gorham, Bill Jackson, Dr. Bryant, John White.

- Speed Bumps to be placed near soccer field
- Water Fountain on 1st floor repaired in-house
- Fire Extinguishers had annual inspection and are up to date.
- Fire Marshall had walkthrough and inspection went well.

- Old Car port will be converted for greenhouse project and for environmental program. To have solar power.
- Recent roof leaks in HS classrooms were repaired.
- Dry Pond inspection coming up.
- Dumpster Cage Door replaced and project completed.
- Blinds project near completion. Way under original bid.
- Sports fields are holding up with reseeding underway.
- Fence will need to be placed around playground.
- Summer projects to be reviewed.

Finance Committee Report - Kevin Fauth (Chair) - absent

- Dr. Bryant reported in absence of Kevin Fauth
- Reduction in state funds due to ADM adjustment.
- \$8400 surplus expected at end of year.
- Financial Statement submitted to BOD

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

- No committee report

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

- Head of School Report time used to discuss future direction for “Grow and Go” direction of future planning around facilities and recommendations for future funding through use of outside advisors. Brief introductory presentations were made by each invited guest.
- Guests introduced were Paul Jasin (advising firm), Zach Donahue (CFO, Charter Success Partners), Paul Clancy (RBC Capital Markets), Tom Balkey (Architect for school design)
- Various discussion points were made for review of schools financial situation for raising additional monies through Bond financing with RBC. Cash on hand (160 days) is strong for school to take advantage to reduce current 2013 bond debt through refinance feature and then have new bond placed for the school expansion project. It was recommended to look at hiring additional firm to help present school to bring in additional funding. Advisors believed financial position of school is good and financial controls are in order.
- Future enrollment is critical to future financing of school.
- Recommendation to look at signage at front of school to have higher impact.
- Additional recommendations for increasing enrollment is to put in a temporary cafeteria, and to work on lighting and landscaping to show off the façade of the school.
- HOS announced planned event at Speedway Club for CIS fundraiser in September.

Other Items submitted in HOS Report

Enrollment – Current enrollment is 760 students. There are 575 with intent to return. Projected Enrollment for 2024-25 is 790. Current applications for 2024-25 – 364 students.

Health & Wellness – No current COVID Cases

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

Finance and Personnel (referenced during Finance Committee Report)

Athletic Updates

Spring Sports Activities

- **MS Track & Field:** The Comets Track & Field team will participate in their first meet of the season on 4/10/24 at Harding HS in Charlotte, NC. They have been working hard to prepare for the first meet. CIS is the defending (2023) MS Track & Field Champions!!!

- **MS Softball:** Take me out the ball game, take me out the ballpark. . . MS softball is set to play their first softball game of the season, the Lady Comets has been diligently preparing for this moment. They will play on 4/10/24 against Jackson Day at 4:00 PM (100 Coulwood Park Dr, Charlotte, NC) Come out to cheer the Lady Comets on to victory!!!

- **MS Flag Football:** Our MS Flag football team is off and running to capture another great season. They have lost some close games, but the future “looks” brighter as they continue to push forward throughout the season. Coach Davis and the team continue to strive for excellence, etc.

HS Baseball: Our HS Baseball team is batting into the season and playing very well as a team. They have lost some close games (losing by 1 point/2 points) however they continue to improve.

- **HS Track & Field:** The Track & Field team is sprinting into their second track meet of the season. Several of our student-athletes has the NCHSAA state meet in view, after capturing great times within the first couple of meets. Coach Bishop and the team has their eyes set on making the state playoffs (Track & Field), etc.

- **HS Soccer:** Our Lady Comets are off scoring and saving goals throughout the games and season. The Lady Comets are led by our “awesome” goalie Ja Ja Sanders who has recorded over twenty-plus saves for the team. He is on pace to make All-Conference, etc. Coach Ed and the team continue to make strives as a team.

Academic Updates and Discussion (to be included Principal’s Report)

- Master Scheduling is still in process (to be finalized next week)
- Plans to begin scheduling students for the fall are in progress as well (to be finalized next week)

- Testing plans have been developed and will be shared with teachers this coming week.

- MAP testing will begin on Monday, April 15th. This data will be used to address ongoing deficits in student progress.

EOG planning:

- Staff meeting was held to revisit and review expectations surrounding instruction and supervision as we close out the school year and head into testing season. Emphasis was on strategic, meaningful instruction, student engagement, and building stamina.

- All tested subject area teachers were provided with a paper copy of the essential standards addressed on the test and the breakdown of the questions (distribution of questions).

- Staff were advised to assess students using the EOG prep books (which includes 2 practice tests) and identify standards where students were still struggling. Teachers have been advised to plan strategically using the test distribution alongside this data.

- This year, compared to last year, large shifts are not needed to address student needs as the emphasis on effective classroom groupings (cohorts, etc), frequent data analysis, after school tutoring

and weekend tutoring sessions, hosting data conferences with students and parents, problem-solving conversations and conferences, and strategic planning and pacing have been in place since nearly day 1. However, 3-5 is planning to host an EOG Celebration to get students excited about the upcoming assessments and incentive their learning throughout the upcoming weeks. Tentative plans to do something similar in middle school are in process.

General Updates

- DPI Early Graduation Guidelines for High School have been released which allows for an accelerated sequence of course to be offered to HS students starting in Grade 9 and leads to 3 – 3 ½ years graduation. CIS will offer this opportunity beginning Fall 2024.
- Receiving FRPs for 24-24 Bus Service and Food Service contracts.
- HS Student (10th Grader) selected to attend East Carolina University, (ECU) for 4 weeks this Summer participating in their math and science activities.
- HS Seniors accepted to Dartmouth under scholarships. Additional students accepted to NC A & T, UNC Chapel Hill, and UNC Charlotte. Also, with Scholarships.
- Working on submitting the 21st century Community Learning Center Grant (CCLC)
- Working on the implementation of “Infinite Campus.” This comprehensive data management software platform will replace Power School throughout the state.
- The Annual Exceptional Childrens Program Review by DPI show that CIS “meets overall requirements” based on indicators that reflect both outcome and compliance related dat

Dates to Remember:

EOY Exams Start May 17th

Memorial Day – May 27th

May Board Meeting – May 16th

HS Commencement – June 1 @ 10am

Principal's Reports – Dr. Micah Griffith

- Planning for upcoming academic year under way
- MAP testing
- Academic Update (*See inclusion in HOS Report*)
- Education licensing is being promoted.
- Preparing for upcoming graduation.

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

- Special Olympics – April 17-18
- Spring Band Concert – May 8
- Solar Eclipse Photos
- Test Prep Work
- Mr. Grant's AP Psychology class studying Erickson's Stages of Psychological Development
- Environmental – Community Garden Project underway
- Spring Break trip to Ireland

PTSO Report – No Report

Old Business – None

New Business – one item

- Motion to permit Head of Schools to continue to approve employment contracts. Motion by Bob Gorham, 2nd Bill Jackson. No objections. Approved.

Open Comments - 3 minutes per person. No comments.

Closed Session – No items for discussion

Open Session

Adjournment – Motion to adjourn by Bill Jackson, 2nd by Bob Gorham - No objections.

Meeting adjourned @ 8:05 pm