



“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, May 16, 2024

Meeting Purpose: Regular Scheduled Meeting

Time: 6:30 p.m.

Location: (Virtual Meeting via Zoom)

Prepared by: Bob Gorham (Secretary for Board)

Board Members in Attendance: Kevin Fauth, Bill Jackson, Bob Gorham

Board Members Not in Attendance: Dr. Camela Ford

Others: Dr. Paul Bryant, (Head of Schools), Phyllis Rahilly, Other attendees present via Zoom and invited guests (approximately 12 in attendance)

Welcome and Call to Order – Bob Gorham (Presiding in absence of BOD chair)

CIS Mission and Values – Lena Hicks

Grade Level Service Project Report – No Report

Secretary Report - Bob Gorham

- Minutes of April BOD meeting to be submitted for approval at June BOD meeting.

Facilities Committee Report – Bob Gorham (Chair)

Committee met on May 16 via Teams call. Attendees Bob Gorham, Dr. Bryant, John White.

- Reviewed upcoming summer maintenance projects and request for monies from BOD. Total Cost estimate of \$382,010.72 Due to financial constraints, Finance Committee will need to weigh in on expenditures and get BOD approval.
- Additional work on roof leaks
- Sewage line blocked with repairs necessary.
- Dry Pond inspection passed.

Finance Committee Report - Kevin Fauth (Chair)

Committee met on 5/15 at 9:12 am

- Financial Statement supplied to BOD.
- Projected Deficit of \$138,000 (\$300k Deficit originally projected)
- Bonus payments part of summer projects request.
- Revenue up slightly.
- Fundraising kick-off set for Sept. 14th at Speedway Club.
- Sponsor from Reebok coming for school visit.
- PTO contribution acknowledged and help with Teacher appreciation week.
- Food Vendor selection made for board approval.
- Grants coming due.
- ESSER funds available for summer. \$42k for summer operational costs, \$17k for reading.
- Summer project spending list needs approval.

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*)

Enrollment – Current enrollment is 721 students. There are 589 with intent to return. Projected Enrollment for 2024-25 is 790. Trending upward. Possible 15-20 students coming from closing of Northside Charter

Health & Wellness - No Covid cases.

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

Finance and Personnel (referenced during Finance Committee Report)

- Current budget is \$8,508,489.56 with projected year end deficit
- New EC TA hired – Vidya Gabbula
- No new hires since previous BOD Meeting
- Food Service Contract needs approval
- Bus Service Contract needs BOD approval.

Athletic Updates

- Middle School did well. Also congratulations to Coach Kennedy.

- **Middle School Softball** MS Girls Softball Team entered a new season of filling a MS Softball that had been missing for a couple of years. After years of not filling a team our MS Softball team 2024 season captured a 3-3 record under the leadership of Coach Kennedy, Coach Sessoms, and Honorary Student Assistant Coach B. Jordan.

- **Our MS Softball team** captured the first PAC Softball Championship (2024 PAC Softball Champions!!!! Go Comets!!!!

- **HS Soccer Varsity Soccer** (Lady Comets) won a total of six (6) games this season. The Lady Comets have proven that hard work will pay off. The Lady Comets won a school record of six games and captured third place within the conference for the 2024 season. Under the leadership of Coach Ed &

Coach Jake, the Lady Comets improved and discovered that “great” things are on the rise for the soccer program.

- **HS Baseball:** Our HS Baseball team played and hit into action this spring season under the leadership of new head coach Vince Houston. The team improved with every game and played hard throughout every contest. Under Coach Houston leadership the team placed fourth within the conference and come “close” to capturing third place within the conference. The team was led by seniors James Hutch and Christian Rivera (both players made the All-Conference team. The varsity baseball will continue to build CIS sports program into a “massive” program. Coach Houston, has a “vision” to help build the baseball program throughout the years, etc.

- **HS Track & Field:** Our team has put in countless hours preparing to qualify for states (NCHSAA) Coach Bishop and Coach Martin has help improve the program with hours of teaching and molding and prepping our student-athletes to help them make the states. Under the Coach Bishop Leadership two of our student-athletes qualified for the states: Will Cyrus and B. Blackmon.

- **MS Track & Field:** Our MS Track & Field team has been on a roll and racing into the final MS track & field meet: 5/8/24 which has been postponed due to the weather on yesterday. Our MS Track & Field team has placed third throughout the last four meets, but we look to capture first place next week for the Championship Meet. Under the leadership of Coach Smith, the MS Track & Field team has competed and has done well throughout the season.

- **All Sports Banquet – To be held on May 23 – 6 pm – 7:30 pm –Celebration on student athletes and their accomplishment**

- Pre- Fall Sports sessions being scheduled. Check out CIS Athletic Website for information.

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, and silent auction. Hoping to be successful to raise \$200,000. The school is using Bontera (Fundraising Platform) to assist in annual campaign.

Academic Updates and Discussion

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 School Updates

- Submitted the 21st century Community Learning Center Grant (CCLC)
- Received funding for ATSI designation (amount \$10,000)
- Received additional funding for EC students (amount \$22,000)
- Developing and submitting all EOY reports to DPI
- Teaching EOY training being developed (June 3-7)
- Working on the implementation of “Infinite Campus.” This comprehensive data management software platform will replace Power School throughout the state.
- The Annual Exceptional Children’s Program Review by DPI show that CIS “meets overall requirements” based on indicators that reflect both outcome and compliance related data.

Dates to Remember:

- EOY Exams Start May 17th
- Memorial Day – May 27th
- High School Commencement – June 1 @ 10am
- June Board Meeting – June 20th

Principal’s Reports – Mrs. Donaldson and Dr. Shereen Nabil (See HOS Report for Details)

• LaKisha Donaldson reported on Elementary

Report on EOG Testing
Kindergarten Graduation
Lazy 5 field trip
Cinderella Ball for 2nd Grade

• Dr. Nabil Reported on other recognitions

Boys Track team - 2nd in conference
CIS Prom was very successful - Enchanted Garden theme
Senior Night Awards – May 9th
High School Awards – May 17th in gym
Teacher Appreciation Week - May 6 -10

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

- Share school pics of Northern Lights.
- Elementary School Updates.
- Environmental and International Updates from Ms. Hannah Steel
 - Earth Day
 - Outside Games with Eco System
 - Global School Alliance with Ghana
 - Eco Schools Partnership with National Wildlife Federation
 - Pursuing Environmental Education Grants

PTSO Report – No Report

Old Business – None

New Business

- Motion to permit Head of Schools to continue to approve employment contracts. Motion by Kevin Fauth, 2nd Bill Jackson. No objections. Approved.
- Motion to approve 24-25 Annual Budget. (Budget narrative reviewed) Motion by Kevin Fauth, 2nd Bill Jackson. No objections. Approved
- Motion to approve 24-25 Bus Contract for Care Cabb, LLC. Discussion. Motion by Kevin Fauth. 2nd Bill Jackson. Approved.
- Motion to Approve 3 year lunch catering contract with Mama's Pizza. Motion by Bill Jackson. 2nd by Kevin Fauth. No objections. Approved.
- Motion to move forward on spending money on additional security cameras. Motion by Bill Jackson, 2nd by Kevin Fauth. No objections.
- Motion Tabled. Approval of summer project spending to be postponed. Special meeting to be called or delayed to next BOD meeting.

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 Kevin Fauth - No objections.

Meeting adjourned @ 7:35 pm.