



“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 24, 2025

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: Dr. Camela Ford, Bill Jackson, Bob Gorham, Vermaine Sheldon, Darryl Wilson

Board Members Not in Attendance:

Others: Dr. Paul Bryant, (Head of Schools), Phyllis Rahilly, Regina King, Candace Moser, LaKisha Donaldson, Dr. Nabil, Anthony Grant, Zach Donahue, (Eleven attendees noted at start of meeting)

Welcome and Call to Order – Dr. Camela Ford

CIS Mission and Values – Mrs. Regina King

Grade Level Service Project Report – Earth Day report by Ms. King.

Secretary Report - Bob Gorham

Minutes of March BOD Minutes submitted for approval. Motion by Bob Gorham to have approved and posted to CIS website.

Facilities Committee Report – Bob Gorham (Chair)

Committee met on April 24 at 11 am via Teams –Attendees Bob Gorham, Paul Bryant, Bill Jackson, John White

- Roof repairs are needed due to on-going leaks. Quotes being received for shingles and metal roofing alternatives. Current problems may go back to the original contractor’s workmanship.
- Slab inspection is coming in May to be coordinated by John White.
- Water fountain quotes for planned replacements.
- New Drainage issue on side of building will require engineer to review. Still working
- Color wrapping buses to be completed

- Front Office renovations received Grant Funding from Safer Schools Grant. Serve Pro quote needs to be adopted by BOD.
- Annual Pond inspection completed, and inspections passed.
- Dumpster doors repaired.
- Potholes around school needs patching. Estimated \$10k to complete (summer project)
- Back flow water inspections were completed.
- International wall displays were installed throughout school to bring awareness to sister countries.
- “No trespassing” signs placed on grounds to deter 4-wheelers.

Finance Committee Report – (no current chair) – Phyllis Rahilly, Zach Donahue, CSP, reporting

- The committee met on April 23rd at 10 am to review financial situation.
- Wells Fargo presenting a treasury management solution to help get better returns on cash reserves. Follow-up to come from Wells Fargo to Phyllis Rahilly.
- The current budget is \$8,573,599.74 with projected year end deficit that is growing to \$386,000.
- Cash position is showing adequate days of cash on hand which is positive for school financial condition.
- Spending carefully was emphasized by Dr. Bryant to keep projected deficit from growing.
- Meeting held to review and engage firms to invest schools cash for better returns on money held in accounts.
- Reviewed Financial Reports. Zach Donahue contributed to discussion.
- Enrollment projections for next year are optimistic.
- Meeting Bond Covenants is important for Board oversight.
- Annual Budget Planning is underway with 25-26 preliminary budget being worked on for presentation at the May meeting.
- CIS needs better compliance with by-laws by having more BOD members.
- Grant monies coming in will help with incidental expenses.
- Per Dr. Bryant, charter school competition is tight for area with 4 charter schools in Cabarrus County and 40 in Charlotte.

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

Enrollment Updates

- Current enrollment 701, ADM 735
- Kindergarten enrollment project up for next year. Will need more classes.
- 571 out of 645 eligible students have submitted their intent-to-return forms.
- 88.5% response rate with only 9 families confirming they will not return.
- Early numbers reflect a strong likelihood of high student retention for the 2025-2026 school year.

New Applications & Lottery

- New application submissions remain steady and continue to outpace the previous year.
- Post- lottery offers and waitlist notifications have been sent.
- Rising Kindergarten assessments are scheduled, and sign-ups are currently underway.

- Enrollment targets for 2025-2026 may be exceeded.

Campus Tours & Information Sessions

- Tuesdays continue every Tuesday at 10 AM and 1 PM, providing families with an opportunity to visit our campus.
- 16 families have toured in April with more scheduled after Spring break.

Registration Celebration

- Planning underway for combined celebration in June to welcome both newly enrolled and returning families.

Marketing & Community Outreach

- Planning is underway for late spring community outreach events.
- Motor Vehicle Network and SchoolMint campaigns are performing well

Operational Updates

- Civil Rights Data Collection submitted on time
- Planning for summer communication and onboarding is in progress.

Human Resources

Athletics Update

- **MS Track & Field** is off and running. New Head Coaches Davis and Williams.
- **MS Softball** is starting with 4 games already completed.
- **MS Flag Football** has started and will return to action on April 24th
- **HS Track** and Field expected to be strong.
- **HS Soccer** has started for Lady Comets. Goalie Jay Sanders is on track for all-conference selection.

Upcoming Dates:

- Earth Day – April 25th
- Next BOD Meeting – May 15th
- Commencement – May 31st @ 10 am
- Last Teacher Workday – June 6th
- Summer programs – June 9 -27

Principal's Reports – Principal Lakisha Donaldson (Mrs. Moser & Dr. Nabil)

- Academic performance scores were reviewed. Proficiency is showing improvement for EOG MAP Testing.
- Concern regarding 3rd grade reading showing only 9 students proficient.
- Candace Moser reported on Middle School.
- Dr. Nabil reported on High School.

Teachers Rep Report (School Happenings) – Ms. Regina King

- Dr. Troublefield – 5th Grade – Invited author Kandice Blanks to share book, Don't You Remember Your Fairytales.

- Special Olympics – 18 elementary students participated along with 11 peer buddies. Many medals were received.
- Middle School Spanish – 6th grade students recreated the artwork of Diego Rivera.
- 6th Grade Math – (Mrs. King) – MAP testing scores have exceeded goals.
- 7th Grade Science – (Mrs. Morris) – Measured lung capacity to understand respiratory system.
- 8th Grade Science – Students built models of rock layers and learned about tectonic plate movements. – Students also made replicas of cast and mold fossils from seashells to keep.
- Chess Club is actively engaging in students.
- Mr. Furlough – CIS won Division C Spirit award at North Carolina Science Olympiad.
- High School Theater (Ms. Raja) – Students engaged in a monologue competition.
- People are noticing the new school bus wrap.

PTSO Report – No Report (awaiting new committee formation)

Old Business –

New Business

- Motion to authorize Head of Schools to approve personnel agreements until the next BOD Meeting in May. Motion by Bill Jackson, 2nd by Bob Gorham to authorize Dr. Bryant to approve . No objections.
- Motion to authorize Head of Schools to engage in contract with Serv Pro for Front Office renovation project. Motion by Bob Gorham. 2nd by Bill Jackson. No Objections.
- Motion to decline ongoing Letter of Credit with Wells Fargo. Motion by Bob Gorham. 2nd by Bill Jackson. No Objections.

Open Comments - 3 minutes per person.

- No Comments

Closed Session – Motion by Bob Gorham to move to closed session for the purpose of discussing compensation of an employment contract as permitted under 143-318.11 (a)(5). Second by Bill Jackson. No Objections.

Open Session – Motion was to return to open session and close with no new business to be voted on. Items discussed during closed session will be tabled to future BOD meeting.

Adjournment – Motion to adjourn by Bill Jackson, 2nd by Darryl Wilson- No objections.

Meeting adjourned @ 8:00 pm.