



“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 15, 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, Darryl Wilson

Board Members Not in Attendance: Vermain Sheldon

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 –

Secretary Report - Bob Gorham

Minutes of April BOD Minutes submitted for approval. Motion by Bob Gorham to have approved and posted to CIS website. No Objections.

Facilities Committee Report – Bob Gorham (Chair)

Committee met on May 15 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 original contractor’s workmanship.

- Slab inspection coming in May to be coordinated by John White.
- Water fountain quotes for planned replacements. Summer project.
- New Drainage issue on side of building will require engineer to review. Still working
- Front Office renovations received Grant Funding from Safer Schools Grant. Serve Pro to begin work on June 30th.
- Front pond area requires the school to trim foliage. John White & Dr. Bryant to check with grounds maintenance and to get estimate for work to be performed.
- Potholes around school needs patching. Estimated \$10k to complete (summer project)
- Annual painting planned as summer project.
- Annual flooring maintenance for classrooms and common areas to start in June.

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

- Committee met on May 14th at 10 am to review financial situation.
- Wells Fargo presented treasury draft proposal to present to BOD. Projected to provide additional \$70k in school revenue for idle funds to get interest income.
- 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 being emphasized by Dr. Bryant to keep projected deficit from growing.
- Reviewed Financial Reports. Zach Donahue contributing to discussion.
- Enrollment projections for next year is being optimistic.
- Meeting Bond Covenants is important for Board oversight.
- Annual Budget reviewed for presentation for BOD Meeting.

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

Enrollment Updates

- Current enrollment 696, ADM 735
- Reviewed Enrollment trends for 25-26 year vs previous year.
- Kindergarten enrollment projected up for next year. Will need more classes.
- 579 out of 645 eligible students have submitted their intent-to-return forms.
- 89.8% response rate with only 7 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 strong continue to outpace previous year.
- Post- lottery offers and waitlist notifications have been sent.
- Ongoing outreach (calls and mailings) is in motion to support enrollment conversion.

- Rising Kindergarten assessments are scheduled and sign-ups are currently underway.
- Enrollment targets for 2025-2026 seem to be on track.

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 May.

Registration Celebration

- A welcome celebration for newly enrolled families and returning families planned for June 12 from 11 am to 1 pm.

Marketing & Community Outreach

- Beasley Media (radio & digital) campaigns running through May.
- iHeart Radio campaigns will run through June.
- SchoolMint marketing is active and ongoing through the next school year.

Operational Updates

- Planning for summer communication and onboarding is in progress.
- Developing and submitting all EOY reports to DPI. All submissions currently in compliance and submitted on-time.
- Teaching EOY training being developed (June 2-6)
- Working on the implementation of “Infinite Campus” for schedule of HS and MS courses.
- IC is also being used for new application registration submissions.
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Human Resources

- Open positions for 5th grade math and MS science.

Athletics Update (Spring Sports)

- **MS/HS Track & Field:** Our **Middle School Track & Field athletes** are gearing up for their final meet of the 2025 season with focus and determination. The team has shown consistent strength all year, earning **2nd place finishes** at every meet—and now, they’ve set their sights on capturing **1st place on May 7th, 2025**, to close out the season on a high note. Throughout the season, several standout athletes have stepped into the spotlight, competing in events such as the **4x100, 4x200, 100m, and 200m races**, and proving that the future of CIS Track & Field is bright.
- **High School Track & Field team** has sprinted into the **NCHSAA Regionals** with a **record-breaking 10 student-athletes** qualifying to compete—an incredible achievement for our program. The high school team has consistently shown their competitive spirit, going head-to-head with top-tier 4A programs and finishing as high as **1st and 3rd place** throughout the season.
- **MS Softball:** The Middle School Softball team has made significant progress this season under the dedicated leadership of Coach M. Kennedy, Coach Houston, Coach Clarke, and Student Assistant Head Coach B. Jordan. These coaches have invested countless hours in developing and supporting our student athletes. Despite facing a challenging schedule, our Lady Comets competed with heart and resilience in every game. With a roster filled with young talent, including several 6th and 7th graders, this season laid a strong foundation for the future. The growth we’ve seen is only the beginning, and we are excited to watch our MS Softball program continue to strengthen and thrive in the years ahead.

- **MS Flag Football:** The CIS Middle School Flag Football team featured a talented group of young student-athletes who demonstrated grit and determination throughout the season. Competing in a tough PAC conference filled with exceptional teams, our athletes rose to the challenge each week. One of the season's highlights was a hard-fought battle against the defending PAC champions, where our team showed incredible heart and resilience. With noticeable growth in every game, CIS came within seconds of advancing to the second round of the PAC playoffs. We are proud of the team's progress and the effort they gave this season. The future is bright, and we're excited to watch the CIS Flag Football program continue to grow stronger next year.
- **HS Soccer:** Our Lady Comets Soccer team competed with heart and determination all season long, showcasing a young and promising roster. This year's team was made up of five freshmen, three sophomores, and just three upperclassmen, yet they held their own against tough competition. Despite facing a strong conference filled with experienced, upperclassman-led teams, our Lady Comets remained focused on growth, development, and teamwork. Their commitment to improving each game was evident, and we're proud of the progress they made. Great job this season, Lady Comets — the future is bright!
- **Fall Sports Interest Meeting (new families and returning families)**
Date: May 22ndth, 2025 Time: 6:00 PM – 7:00 PM
Venue: CIS Atrium Area
Fall Sports Information Session:
Tryout Dates, Summer Workouts, Fall Schedules, Coaches, Athletic Fees, Fundraisers, Booster Club
- **All Sports Banquet:** Our Athletic Department will host a Sports Banquet on campus to honor our student-athletes. Several student-athletes will be honored for their academic achievements and athletic achievements. Date: May 15th, 2025, Time: 6 pm – 8 pm

Upcoming Dates:

- Next BOD Meeting – June 12th
- Commencement – May 31st @ 10 am
- Last Teacher Workday – June 6th
- Summer programs – June 9 -27

Principal's Reports – Principal Lakisha Donaldson (Provided through HOS report)

Overview of Academic Areas:

- May is filled with state preparations
- The academic teams feel confident about projected student performances on upcoming state tests
- A review of the school's BTSP program is scheduled for later in the month of May
- Transition and commencement programs are being planned (see chart for details)
- Working on 25-26 Middle School and High School Schedules
- High School course selections for 25-26 will be conducted electronically via the Infinite Campus system
- End of Year Testing Starts Friday May 16th
- Completing Teacher Evaluations
- Held Teacher Appreciation Events throughout last week

BTSP Review Scheduled for May 30, 2025

EOY Teacher Summative, Reflections, Work Sessions June 2- June 6

Reteach, Retest Summer Session

- June 9, 10, 11, 12, 13- **Instruction**
- June 16, 17, 18- **Instruction**
- **June 20, 23- Test Day Read to Achieve (RtA)**
- June 9, 10, 11, 12, 13- **Instruction**
- June 16, 17, 18, 20- **Instruction**
- June 23, 24, 25, 26- **Instruction**
- **June 27- Test Day**

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

- Kindergarten classes went for field trip to Reedy Creek Park.
- 6th Grade science students learning about structure of the earth.
- 6th Grade Math leaderboard for achieving proficiency and mastery in prep of EOG.
- Environmental Day included Mrs. Morris bringing pet pythons for 8th graders for reptile study.
- Booster-thon Fun Run – May 2nd – Donations totaled \$8,518, School profit: \$6,240
- Middle school formal – 94 students in attendance.
- EC Middle/HS – Planting herbs and flowers for Earth Day.
- EC Middle/HS – Had lesson on rainbow trout. Field trip planned to release trout on May 12th.

PTSO Report – No Report (awaiting new committee formation)

Old Business – No Business

New Business

- Motion to authorize Head of Schools to approve personnel agreements until next BOD Meeting in June. Motion by Bill Jackson, 2nd by Bob Gorham. No objections.
- Motion to accept Wells Fargo Cash Solutions Preferred Sweep. Motion by Bob Gorham. 2nd Daryl Wilson. No Objections.
- Motion to accept interim Budget with requirement to review potential adjustments in September based on enrollment. Motion by Bill Jackson. 2nd by Daryl Wilson. No Objections.
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Open Comments - 3 minutes per person.

- No Comments

Closed Session – No closed session.

Open Session

- Note – It was discussed to hold special board meeting to discuss personnel matters. Meeting date and time to be determined by BOD Chair Ford.

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

Meeting adjourned @ 7:48 p.m.