



“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 11, 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: Bill Jackson, Bob Gorham,

Board Members Not in Attendance: Dr. Camela Ford, Verman Sheldon, Darryl Wilson

Others: Dr. Paul Bryant, (Head of Schools), Phyllis Rahilly, LaKisha Donaldson, Dr. Nabil, Zach Donahue, (Nine attendees noted at start of meeting)

Welcome and Call to Order – Bob Gorham (in absence of Dr. Ford)

CIS Mission and Values – Dr. Bryant

Grade Level Service Project Report – No 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 June 11 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 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 June 11th 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 lower than projections.
- 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. School spending has stopped.
- Reviewed Financial Reports. Zach Donahue contributing to discussion.
- Enrollment projections for next year is being optimistic.
- Meeting Bond Covenants is important for Board oversight.

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

- Enrollment and returning families strong compared to prior year. High retention rate expected.
- Registration, Campus Tours, Marketing programs still continuing and strong.
- Finance Report reviewed as part of committee report.
- Human Resources – Open positions in 5th grade math and MS science
- All Sports Athletic Banquet held with athletes, academic awards and coaches honored. Fall athletics dates and fees established for July kickoff.
- Nine year academic scorecard reviewed. CIS at D and will likely showing improvement when new scorecard comes out. Optimistic.

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

- Academic discussion and summer sessions for improvement reviewed.
- Graduation successful.

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

- Provided to Board and reviewed by Dr. Bryant. End of year activities with various grades reporting.

PTSO Report – No Report (awaiting new committee formation)

Old Business – No Business

New Business

- No quorum present to conduct business.

Open Comments - 3 minutes per person.

- No Comments

Closed Session – No closed session.

Adjournment – Meeting adjourned by Bob Gorham @ 7:11 p.m. Meeting to be called to review new business before the BOD. Time and date TBD.