



“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, September 25, 2025

Meeting Purpose: Regular Scheduled Meeting (Postponed from Sept. 18th)

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, Vermain Sheldon

Board Members Not in Attendance:

Others: Dr. Paul Bryant, (Head of Schools), Phyllis Rahilly, Regina King, Candace Moser, LaKisha Donaldson, Christine Bonner (Twelve 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 – No Report

Secretary Report - Bob Gorham

Minutes of August BOD Minutes submitted for approval. Motion by Bob Gorham to have approved, 2nd by Bill Jackson, to have posted to CIS website. No Objections.

Facilities Committee Report – Bill Jackson (Chair)

Committee met on September 18 at 11 a.m. via Teams –Attendees Bob Gorham, Paul Bryant, Bill Jackson, John White (see notes included in HOS Report)

- 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. Baker Roofing is recommended for patch work to be voted on by BOD.
- Slab inspection coordinated by John White.
- Water fountain quotes for planned replacements on hold to monies available.
- Front Office renovations completed. Front glass alterations. Awaiting rest of grant monies.
- Front pond area foliage not yet trimmed. New lawn care company to complete.

- Potholes around school patching holding up thanks to Mr. White

Finance Committee Report – (Chair, Bob Gorham) – Members present Paul Bryant, Phyllis Rahilly, William Van Hook, Stacy Cochran (Zach was absent)

- Committee met on September 18 at 10 am via Teams to review financial situation and EOY.
- Cash position is showing adequate days of cash on hand which is positive for school financial condition. \$3.82 million.
- Reviewed bank balances in existing accounts.
- Wells Fargo has been pulling funds per treasury agreement. Just started.
- Staffing is lean but is above the last year's payroll.
- Reviewed Financial Reports.
- Enrollment projections for next year is being optimistic.
- Meeting Bond Covenants is important for Board oversight. Debt Ratio is projected to be below requirements, but will depend on final audit numbers. Very likely, that coverage ratio will not be met.
- Budget to be reviewed in September for BOD Meeting. Sent to all BOD members. Sept 8th is ADM Commitment date.
- Potter and Company is starting audit.
- Discussion on finances for roof repairs and lawn care.

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

Please note the below is an AI generated recap of HOS Report

1. Enrollment & Retention

- **Current Enrollment:** 850 students.
- **ADM (Average Daily Membership):** 800 as of 9/8/2025.
- **Intent-to-Return Forms:** 98.6% response rate; 533 students confirmed returning.
- **New Applications:** 666 received — a 6.2% increase from last year.
- **Registration:** Streamlined via Infinite Campus; scheduling automated and smooth.
- **Dual Enrollment:** 27 juniors/seniors enrolled in RCCC college courses.
- **Tours & Outreach:** Resuming for 2026–2027 enrollment cycle.

2. Facilities & Maintenance

- **Front Office Security Renovations:** Awaiting grant and contractor.
- **Foundation Slab Inspection:** Moisture test pending.
- **Pothole Repairs:** Completed in-house.
- **Front Pond Maintenance:** Awaiting funding; new landscaping company involved.
- **Gym Roof Leaks:** Inspections scheduled with roofing companies.
- **Playground Mulch:** 50% complete; scheduled for 9/19.
- **Fire Extinguishers:** Annual inspections ongoing.

3. Budget & Human Resources

- **Financials:** August data not reconciled due to fiscal year-end delays.
- **State Funding:** 20% expensed.
- **Title I Funding:** Used for guidance counselor and future tutoring.
- **Local Billing:** Begins post-PMR submission.
- **New Hires:** 1 EC teacher, 2 EC assistants, 4 substitute teachers.

4. School Nurse Report

- Reviewed immunizations, emergency plans, and medication forms.
- 3 COVID cases contained; no known exposures.
- Reminders for medication authorization and illness protocols.

5. Academic Services

- **School Report Card:** Regained “C” status; 90% academic growth.
- **Instructional Resources Added:** Edmentum, ExPath, Apex, Courseware.
- **Literacy Team Focus:** K–3 reading, phonics, vocabulary, comprehension.
- **Testing:** MAP, BOG, NC Check-Ins underway.
- **Professional Development:** Orientation, PDPs, instructional planning, stress management.
- **Student Clubs:** Science Olympiad, SGA, High School Ambassadors forming.

6. Athletics

- **Varsity Volleyball:** Strong start under new coach Amanda Allison.
- **Varsity Soccer:** Competitive and improving; game vs. Jackson Day upcoming.
- **Cross Country:** Top finishes in MS and HS; regional qualifications.
- **MS Volleyball:** Undefeated; won “Queens of the Court” championship.
- **MS Soccer:** Building team culture; recent 3–1 win over Concord Lake.

7. Key Dates - Next Board Meeting: October 16, 2025.

Principal’s Report – Principal Lakisha Donaldson (Provided through HOS report)

- Focus on literacy in all classes. Reading is the foundation.
- Professional Learning community meeting monthly. Departments are meeting monthly.
- Grade level meetings held weekly.
- Reading stamina is being developed with students. Comprehension is a focus.
- Literacy is being reinforced in all aspects of curriculum.

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

Please note the below is an AI generated recap of School Happenings Report.

Summary of the “CIS Happenings”

Classroom Spotlights

- **Kindergarten (Ms. Kumar):** Mr. Glenn visited to participate in reading activities, showcasing cross-collaboration within the school.
- **Elementary Music (Ms. Kolesnikov):** Students sang a playful song about an apple tree, expressing musical creativity.
- **Middle School History (Ms. Wright):** 8th graders explored the Colonial Era and Native American history by building teepees.
- **6th/7th Grade ELA (Ms. Reid):** Students created vision boards reflecting academic, personal, and career goals, followed by presentations.
- **MS/HS EC Department (Ms. Erato):** Life skills class focused on making sandwiches and cleaning up, promoting independence and teamwork.
- **Biology (Mr. Furlough):** Students used red cabbage juice to test household substances for acidity or alkalinity, learning about pH and anthocyanins.
- **HS English (Mr. Jones):** Seniors presented International Research Projects, connecting ancient literature with modern perspectives through interviews and outreach.

Student Achievement

- **Cole Vang** received the **College Board National Recognition Program** awards:
 - Rural and Small-Town Recognition Award
 - School Recognition Award
 - Celebrated for outstanding academic achievement in 10th and 11th grade.

PTSO Report – Christine Bonner (President)

- New Officers Installed.
- Helping to focus on teacher morale and recognition.
- Parents are sponsoring teacher birthday recognitions.
- Holiday Shop/ Fall festival planning.
- Food Truck Friday.
- Working on PTSO newsletter to reach parents.

Old Business

- No old Business

New Business

- **Motion** to authorize Head of Schools to approve personnel agreements until next BOD Meeting in October. Motion by Bill Jackson, 2nd by Bob Gorham. No objections.
- **Motion** to approve contract for roof patch for \$5529.92 with Baker Roofing. Motion by Bill Jackson. 2nd Bob Gorham. Passed with no objections.
- **Motion** to approve Grievance Policy as presented. Motion by Bob Gorham, 2nd by Daryl Wilson. Discussion pursued. Motion passed with no objections.

- **Motion** to accept updated Budget as discussed in Finance report. Motion by Bob Gorham, 2nd Vermain Sheldon. No objections.

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Open Comments - 3 minutes per person.

- No Comments.

Closed Session – No closed session items.

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

- Meeting adjourned @ 7:37 p.m.