



“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, January 15th, 2026

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 Shelton

Board Members Not in Attendance: Darryl Wilson

Others: Dr. Paul Bryant, (Head of Schools), Regina King, LaKisha Donaldson, Dr. Nabil, Christina Bonner (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 - None

Secretary Report - Bob Gorham

Minutes of December 2025 BOD Minutes submitted for approval. No changes. Motion by Bob Gorham to have approved, 2nd by Mr. Sheldon, to have posted to CIS website. No Objections.

Facilities Committee Report – Bill Jackson (Chair)

Committee met on January 15th at 11 a.m. via Teams –Attendees Bob Gorham, Paul Bryant, Bill Jackson, John White (see notes included in HOS Report)

- Roof Replacement to be put on hold
- Pond Maintenance – Foliage cleaned.
- Water fountain replacements - \$11, 000 to replace. Priority on 1st floor fountain.
- Back up batteries for Servers.
- Pump at Pond broken – New Quote of \$7,600 provided
- No reports of vandalism or damages need for additional repair costs.

Finance Committee Report – (Chair, Bob Gorham) – Members present Paul Bryant, Lakisha Donaldson, Phyllis Rahilly, William Van Hook

- Meeting held January 15th at 10 am
- William Van Hook led us through the December cash account reconciliations. All accounts have been reconciled.
- Cash on Hand is \$4.22 Million, – 170.24 days which is above the cash position of many other medium size charter schools as a benchmark.
- Unrestricted Cash on hand is showing \$2.3 million 103 days, which is close to the average for schools the size of CIS. Overall cash position is showing a good financial condition for mid-year, but there is a need to be concerned about spending when looking at budget.
- There is a YTD deficit of \$405,321 when you compare Revenues vs. Expenses
- Facilities budget at 60% of spend.
- Projected EOY surplus is expected to be \$83,820 which was originally projected to be much greater than today's budget report.
- When we look at the Variance vs., Budget, Revenues are below budget, while expense are above budget. There are more expected revenues coming from surrounding counties that have not been received.
- State Revenue is primary driver of budgeted revenue and was most affected by the lower than expected enrollment. Local revenue sources to be forthcoming.
- On the expense side, Salaries are the largest expense (Over budget) that will need to be monitored, and is already at 53% of our annual projected spend for the FY.
- Expense categories that are higher bases on where we are in the year are the Technology (90%)..
- Student Transportation continues to be in need of additional finance support. CIS will be applying for grant monies. Currently at 70% of Spend. Additional bus expense.
- May need to move some monies for additional advertising for the school.
- Need to have a 1-3 year project plan
- Annual Fund Raising Drive to raise additional \$10,000.

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

Enrollment and Retention

- Lottery to be approved by BOD.
- Current enrollment: 750 students
- Projected 2026–2027 enrollment: 800
- Applications received (as of Jan. 9): 174 (down from 213 same time last year) – Updated with over 200 applications as of BOD meeting.
- Kindergarten has 77 applications.
- Intent-to-return submissions: 491 students, 4 undecided
- Eligible to return: 697 (slightly down from 700 last year)
- K–5 applications for 2025–26 remain open on a limited basis (3 new enrollments).

- Ongoing marketing: Radio ads, SchoolMint, Kids Directory.

Budget & Human Resources

- December 2025 budget: \$9,031,606.19
- Projected year-end surplus: \$28,500
- Spending restricted to necessities.
- S&P Global review documents due: Jan. 16, 2026
- Bond investor call: Feb. 11, 2026
- Open positions: MS/HS Band, MS Art

Nursing & Health

- **1 confirmed COVID case** among students/staff.
- Reminders for parents on Medication authorization requirements, Illness exclusion rules: 24 hours fever-free or without GI symptoms without medication.

Academic Services and Assessments

- K–8 Winter MAP testing: Dec. 1–12
- HS finals & exams: Dec. 8–19 CTE exams, EOCs in Biology, Math I, Math III, English II
- K–2 Winter Music & Art Exhibition: Dec. 12
- Middle School Math MAP formative assessment data shared (visuals only in report).

Instructional Delivery

- Sister School Visit with Grace International School (Ghana) – Led by Dr. Eric K. Annan.

Student Athletics

- Winter sports in full swing with strong progress toward conference play.
- Spring sports preparation underway with mini-workouts.
- HS Spring sports: Baseball, Track & Field, Women’s Soccer, Golf
- MS Spring sports: Track & Field, Softball, Flag Football

Upcoming Dates

- Next Board Meeting: February 19, 2026
- MLK Holiday: January 19

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

Reference Academic Services part of HOS Report

- School Data Dive
- Winter MAP Testing
- Parent Updates
- Teachers are actively sharing

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

Inspirational Poem read by Ms. King regarding CIS

PTSO Report – Christine Bonner (President) –

- Met on Spring Calendar.
- Birthday Fundraiser for Teachers.
- PTSO helping with teacher morale.
- Holiday market went well.
- Upcoming events: Spring Fling, Plant sale, flag football (parents v. teachers), Book Fair on March 2nd, School skate & bowling

Old Business

- No old Business

New Business

- **Approval of 2026-27 School Academic Calendar.** Motion by Bob Gorham, 2nd by V. Shelton. After discussion, motion approved without objections.
- **Approval of Conflict of Interest and Nepotism Policy.** Motion by V. Shelton, 2nd Bob Gorham. Motion approved without objections.
- **Approval of 2026-27 Student Enrollment Lottery.** Motion by Bob Gorham. 2nd by V. Shelton. Motion approved without objections.
- **Approve changing date of the April 2026 BOD meeting to April 23rd to place on school calendar.** Motion by Bob Gorham. 2nd by Bill Jackson. Motion approved without objections.
- **Discussion on approval of student recognition** brought before BOD by Bill Jackson. BOD to review and bring forth for February meeting as business item. Consent received by Board to table.

Open Comments - 3 minutes per person.

- No Comments.

Closed Session – No closed session items.

Adjournment – Motion to adjourn by Bill Jackson, 2nd by V. Shelton - No objections. Meeting adjourned @ 7:47 p.m.