



“The World Is Our Family”
A North Carolina Public Charter School

CAROLINA
International School

9545 Poplar Tent Rd., Concord, NC 28027
704.455.3847 (phone) | 704.455.4672 (fax)

BOARD OF DIRECTORS MEETING MINUTES

Date: Thursday, April 23, 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, Darryl Wilson

Board Members Not in Attendance: Vermaine Shelton

Others: Dr. Paul Bryant, (Head of Schools), LaKisha Donaldson, Regina King, Dr. Nabil, Christina Bonner, Ms. Clark, Ms. Henderson (12 attendees noted at start of meeting)

Welcome and Call to Order – Dr. Camela Ford

CIS Mission and Values – Regina King

Grade Level Service Project Report - Ms. Donaldson

Secretary Report - Bob Gorham

- Minutes of March 26, 2026 BOD Minutes submitted for approval. No changes. Motion by Bob Gorham to have approved, 2nd by D. Wilson, to have posted to CIS website. No Objections.

Facilities Committee Report – Bill Jackson (Chair) Committee met on April 23rd at 11 a.m. via Teams –Attendees Paul Bryant, Bill Jackson, John White, Dr. Ford (see notes included in HOS Report)

- ***Pond and dam maintenance*** ongoing to meet state and county standards; flood impact modeling in progress.
- ***Pond pump and sprinkler system*** is inoperable due to winter damage; full replacement deferred to **Summer 2026**.
- ***Dry pond annual maintenance*** on track for completion.
- ***Annual Fire Inspections*** completed.
- **Used Van** needed for next year – Need allocation of \$10 - \$15,000 for purchase.
- ***Walking trails*** having poison ivy removed

Finance Committee Report – (Chair, Bob Gorham) – Members present Paul Bryant, Dr. Ford, Phyllis Rahilly, William Van Hook

- Meeting held April 23rd at 10 am via Zoom call
- William Van Hook led us through the March EOM cash account reconciliations. All accounts have been reconciled. Bob Gorham to sign off on treasury reconciliation documents.
- CIS remains in a stable financial position, with all accounts reconciled and projected year-end surplus. Cost saving measures are being reviewed to make sure surplus is maintained to protect financial status of school for bond holders.
- Cash on Hand is \$4.81 Million, – 192.07 days which is above the cash position of many other medium size charter schools as a benchmark.
- Unrestricted Cash on hand is showing \$3.19 million Healthy balance is better than average for schools for mid-size charter school. Overall cash position is showing a good financial condition, but there is a need to be concerned about spending when looking at budget.
- Revenue projections are progressing as expected but under budget, with the following percentages received to date: -State Funds: 84%, Federal Funds: 72%, Local Funds: 74%
- Revenue from sweep accounts is projected to generate approximately \$44,000 (net) by fiscal year-end.
- Expenditures are now at the end of 9 months with approximately 75% of the total budget being spent. Some categories of expenditures are trending above 80% utilization: Salaries, Books & Supplies, Technology, Contracted Services, Transportation and Facilities.
- Administration has identified potential cost savings totaling \$51,000 to be reviewed and implemented to improve year-end financial position.
- Upcoming Fiscal Year 2026-2027 preliminary budget has been presented with an Average Daily Membership (ADM) projection of 757 students. The BOD has been presented with the budget for review for future discussion.

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

Enrollment & Retention

- Overall enrollment currently stands at 744 students, with projections reaching approximately 800 for the 2026–2027 school year, reflecting continued growth and stable demand.
- Total applications for 2026–2027 are 353, with 194 students accepted and 150 registrations completed, resulting in a strong 77% acceptance-to-registration conversion rate (up from ~69% last year).
- The earlier lottery timeline contributed to improved family commitment, allowing more time for registration completion and increasing enrollment stability.
- Intent-to-return data indicates strong retention, with 544 students confirmed returning, only 2 not returning, and minimal undecided cases.
- Kindergarten enrollment pipeline is strong, with 49 completed registrations and 31 assessment appointments already scheduled, signaling continued growth in lower grades.

- Grade-level projections show strategic growth opportunities in K–2 and high school grades, particularly 9th–12th, where projected enrollment increases are most notable.

Facilities & Maintenance

- See Facilities Committee Report referenced above
- Summer projects under review

Finance & Human Resources

- *See Finance Committee Report*
- Faculty and staff intent-to-return forms *distributed, due **March 13, 2026.***
- Open positions *include MS/HS Band, MS Art, and substitute teachers.*

School Nurse Report

- Parents to complete medication authorization for student medications at school, both prescriptions and over-the-counter medications.
- Students need to stay home if student has had a fever, vomiting or diarrhea in past 24 hours.

Academic Services

- Included in Principal's Report

Student Athletics

- Spring athletics programs are actively underway, with strong student participation across middle and high school teams, reinforcing student engagement beyond academics.
- Track & Field (MS/HS) continues to perform competitively, with several high school athletes demonstrating state-level potential and preparing for NCHSAA qualification events.
- Middle School Flag Football shows continued development, with competitive performances despite close losses, indicating program growth and future potential.
- High School Girls Soccer (Lady Comets) is experiencing a strong season, highlighted by standout defensive performance and notable individual achievements, including all-conference potential.
- Coaching leadership across all programs remains consistent and focused on both athletic performance and student development, contributing to program stability.
- The upcoming All Sports Banquet (May 13, 2026) will recognize both academic and athletic achievements, reinforcing the school's emphasis on well-rounded student success.

Dates to Remember

- **Last Day of School – May 22nd**
- **Next Board Meeting:** May 21st
- **HS Graduation – Saturday, May 23 at 10 am.**

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

- **State Testing Preparation (3rd–8th Grades)**
 - Students are actively preparing for Reading, Math, and Science EOGs using targeted interventions such as Exact Path, mock assessments, and digital/workbook resources.
 - Saturday School is being utilized to support identified students needing additional academic reinforcement.
- **High School EOC Readiness**
 - Students in Biology, English II, Math I, and Math III are engaged in structured EOC preparation, including practice materials, mock exams, and targeted remediation sessions.
 - Instructional focus remains on improving performance in tested subject areas through data-driven support.
- **Upcoming Academic Planning (2026–2027)**
 - Course registration for the upcoming school year is scheduled to begin soon, supporting early academic planning and scheduling alignment for students.
- **Instructional Activities & Student Engagement**
 - Elementary programs include project-based learning experiences, such as 2nd grade geography presentations incorporating visual and verbal components.
 - Continued emphasis on interactive, creative instruction across grade levels.
- **End-of-Year Academic Activities**
 - Schools are preparing for end-of-year events including field trips, EOG pep rallies, grade-level celebrations, awards ceremonies, and milestone events such as Kindergarten Graduation and Moving-Up ceremonies.
- **Senior Activities & Transition Events**
 - Senior Week (May 4–8) includes recognition and transition activities such as Senior Walk, Awards Ceremony, Acceptance Day, and Senior Brunch, supporting college and post-secondary transition visibility.
- **Student Support & Academic Culture**
 - Continued initiatives such as book collection drives and planned book swap events aim to improve access to reading materials for K–5 students and reinforce a culture of literacy and community engagement.

Teachers Rep Report (School Happenings) – Regina King

- Structured Learning (K–5): Students created a class book titled 'We Are the Future' highlighting future career aspirations; copies available for families.

- Kindergarten: Participated in an in-house field trip on animal tracks with Cabarrus Soil and Water; also enjoyed a spring-themed outdoor ice cream social.
- 1st Grade (Rocks & Minerals): Hands-on exploration collecting and analyzing rocks by color, texture, and size to build real-world connections.
- 1st Grade (Pi Day): Students engaged in math activities, crafts, writing exercises, and themed treats (Moon Pies).
- 6th Grade Math: Reviewed number systems using interactive tools; used assessment results to form targeted small groups before EOG testing.
- 7th Grade Math: Completed geometry unit on composite figures through collaborative, student-led instruction and problem-solving.
- 7th Grade History: Created scale models of WWI tanks; projects were judged by staff with winners selected.
- 7th Grade Science: Conducted microscope lab observing cheek cells and identifying organelles.
- 8th Grade Science: Participated in an Audubon Society presentation on bird migration.
- Science Olympiad: Students engaged in a successful year of STEM learning and competition activities.
- High School EC: Students participated in gardening activities, planting in raised beds and learning environmental concepts.
- Special Olympics: Middle and high school students competed on April 15, earning medals and gaining a meaningful experience.

PTSO Report – Christine Bonner (President)

- Field trips upcoming
- 2nd Grade Fairy Tale Ball.
- Book Fair was successful
- Spring Fling – Good attendance. No Flag football.
- Upcoming Events – Collecting books for Book Swap

Old Business

New Business

- Motion to approve capital expenditure for new van for next year. Motion by D. Wilson. 2nd by B. Jackson. Motion approved.
- Discussion – Review of Proposed Budget for new school year – To be tabled to next month. No motions.
- Discussion – BOD student awards to be reviewed by BOD members for selection after applications received to graduation presentation.

Open Comments - 3 minutes per person.

- No Comments.

Closed Session – No closed session items.

Adjournment – Motion to adjourn by Daryl Wilson, 2nd by Bob Gorham - No objections. Meeting adjourned @ 7:29 p.m.