



“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, June 18, 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, Vermaine Shelton

Board Members Not in Attendance:

Others: Dr. Paul Bryant, (Head of Schools), LaKisha Donaldson, Regina King, Dr. Nabil, Christina Bonner, Ms. Clark, Ms. Henderson (10 attendees noted at start of meeting)

Welcome and Call to Order – Dr. Camela Ford

CIS Mission and Values – Chanel Henderson

Grade Level Service Project Report - No Report

Secretary Report - Bob Gorham

- Minutes of May 26, 2026 BOD Minutes submitted for approval. No changes. Motion by Bob Gorham to have approved, 2nd by V. Shelton, to have posted to CIS website. No Objections.
- Minutes of June 4th Special BOD Minutes submitted for approval. No objections.

Facilities Committee Report – Bill Jackson (Chair)

- Committee met on June 18th at 11 a.m. via Teams –Attendees Paul Bryant, Bill Jackson, John White, Bob Gorham, Dr. Ford (see notes included in HOS Report)
- Pond pump/sprinkler system inoperative. (Replacement planned Summer 2026).
- Hot Water tank needs to be replaced. Considering 100 gallon tank or tankless hot water heater. Still considering recommendations.
- Gym Floor to be re-waxed – July 4th week.
- New Flags coming

- Flower Plantings
- Summer 2026 projects reviewed. Painting, floor refinishing, gym floor maintenance, window screens.
- Electrical switch issues have been identified
- Planning for new practice baseball field in coordination with Concord Parks and Recreation.

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

- Meeting held June 18th at 10 am via Zoom call
- William Van Hook led us through the May EOM cash account reconciliations. All accounts have been reconciled. Bob Gorham to sign reconciliation documents.
- CIS remains in a stable financial position, with all accounts reconciled and projected year-end surplus of \$153,466. Financials are part of HOS report provided.
- Cash on Hand is \$4.94 Million, – 200 days cash on hand which is above the cash position of many other medium size charter schools as a benchmark. Better than in 2025.
- Unrestricted Cash on hand is showing \$3.241 million 130 days cash on hand, Overall cash position is showing a good financial condition, but there is a need to be concerned about spending when looking at budget.
- YTD Revenues \$8,722,027 and YTD Expenditures \$8,393,243. One months remaining for full year. No significant concerns at moment to meet financial expectations through end of school year. Federal funds at 101% of expectations, State funds at 97%, local funds at 94%. Some school districts are currently trailing behind in payments.
- High Spending categories (>98% Utilized) –Technology, transportation, facilities, salaries, supplies, contracted student services. Most spending is complete through end of year.
- Fiscal Year 2026-2027 preliminary budget has been presented with an Average Daily Membership (ADM) projection of 757 students.

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

Enrollment

- Enrollment projected for upcoming year at **785-804 students**, near the target of **800**.
- Returning student retention remains strong, reducing the need for new applications.
- Applications are down 32% from last year but accepted-to-registered conversion remains solid at 73%.
- Recommended focus on recruiting students in kindergarten, 2nd, 4th, and select high school grades.

Facilities & Operations – Included in Facilities Committee Report.

Finance - Included in Finance Committee Report

Academic Services

- Preliminary testing results show CIS improving in most areas, including:
 - All subjects: +3.8 percentage points
 - Grades 3-8 overall: +6.0
 - Reading: +6.6
 - Science: +15.5
- High school math performance declined and is a primary improvement focus area.
- New math teachers have been hired and instructional assignments adjusted to strengthen math achievement.
- Read to Achieve summer camp served approximately 20 students daily in grades 1-3 with focused literacy instruction.

Exceptional Children (EC) / Special Education

- CIS serves **143 students with disabilities (19.2% of enrollment)**.
- Nearly **24% of students in grades 3-8** have an IEP.
- Highest concentrations are in grades 4 and 5 (approximately 37%).
- Learning Disabilities, Autism, and Other Health Impairments account for the majority of service needs.

Student Athletics

- Track & Field teams competing in the Adidas Invitational at NC A&T.
- Summer conditioning underway for fall and winter sports programs.
- Athletic information session scheduled for June 25; fall sports tryouts begin July 29.

Health Services

- NC Smiles Dental Clinic scheduled for September 21-22, 2026.
- Reminder issued regarding medication authorization requirements for students.

Human Resources & Finance

- Proposed staff bonus framework establishes a performance-based incentive program.
- Recommended bonus pool: **\$50,000-\$60,000** covering approximately 80 eligible employees.
- Program emphasizes budget discipline, performance, and Head of School discretion.

Dates to Remember

- **Next Board Meeting:** August 20, 2026

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

- Reported highlights included in HOS academic services report
- Hired two new High school math teachers.
- Read-to-Achieve Summer Camp (June 1–18).

Teachers Rep Report (School Happenings) –

- **No report to include**

PTSO Report – Christine Bonner (President)

- Tax Returns for PTSO Completed.
- Uniform Sway planned for August 10th in coordination with Open House.
- Zion Clark - new VP for PTSO.
- New committee members being recruited.
- Family Fun Day planning to promote engagement.

Old Business - None

New Business

- Motion to approve Head of School to enter into employment contracts. Motion by V Shelton, 2nd by B. Gorham. Motion approved.
- Motion to amend BOD Meeting Calendar for upcoming year. Motion by B. Jackson, 2nd by V Shelton.

Open Comments - 3 minutes per person.

- No Comments.

Closed Session – No closed session items.

Adjournment – Motion to adjourn by Bob Gorham, 2nd by B. Jackson - No objections. Meeting adjourned @ approximately 7:30 p.m.