



“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 26, 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 (12 attendees noted at start of meeting)

Welcome and Call to Order – Dr. Camela Ford

CIS Mission and Values – Dr. Bryant

Grade Level Service Project Report - No Report

Secretary Report - Bob Gorham

- Minutes of April, 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 May 26th 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.
- **Summer 2026 projects reviewed. Painting, floor refinishing, gym maintenance, window screens.**
- **Dry pond annual maintenance (passed Inspection).**

- **Camera repair after damage**
- **Window screens identified to be replaced.**
- **Annual Fire Inspections and sprinkler inspection completed.**

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

- Meeting held May 28th at 10 am via Zoom call
- William Van Hook led us through the April EOM cash account reconciliations. All accounts have been reconciled. Bob Gorham has signed off on treasury reconciliation documents.
- CIS remains in a stable financial position, with all accounts reconciled and projected year-end surplus. Financials are part of HOS report provided.
- Cash on Hand is \$4.92 Million, – 200 days cash on hand which is above the cash position of many other medium size charter schools as a benchmark.
- 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 \$8,110,449.44 and YTD Expenditures \$7,744,659. EOY forecast is to have \$110,335 surplus. Two months remaining for full year. No significant concerns at moment to meet financial expectations through end of school year.
- High Spending categories (>90% Utilized) –Technology, transportation, facilities, supplies, contracted services. Most spending is complete through end of year.
- Upcoming Fiscal Year 2026-2027 preliminary budget has been presented with an Average Daily Membership (ADM) projection of 757 students. The BOD to consider acceptance of budget during business meeting.

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

Enrollment & Retention

- Overall enrollment currently stands at 743 students, with projections reaching approximately 800 for the 2026–2027 school year, reflecting continued growth and stable demand.
- Registration conversion rate at 82%, up from 71% last year. (Strong improvement)
- Intent-to-return data indicates strong retention, with 597 students registered and 591 confirmed returning, (higher than last year).
- Lower application year over year due to earlier lottery timing – not reduced demand.
- Kindergarten assessments progressing well with high participation.

Facilities & Maintenance

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

Finance & Human Resources

- *See Finance Committee Report*
- School Culture & Staff Teacher Survey completed. 97.6% say school is a good place to work/learn. 95.1% are proud to work at CIS. Major gains in professional learning and teacher time. Leadership perception improvements. Focus areas are staff input, conduct consistency, parent support.
- Open positions *include MS/HS Band, MS Art, and substitute teachers.*

School Nurse Report

- Upcoming NC Smiles Dental Clinic (Sept 2026)
- Reinforcement of student medication policies and authorization requirements

Academic Services

- Included in Principal's Report

Student Athletics

- Strong participation and performance:
 - 16 HS track athletes** qualified for regionals.
 - Middle School track: **2nd place (PAC City Meet).**
 - Flag football teams: **3rd place finishes.**
 - HS girls soccer: **State playoff qualification (2nd year).**
- Academic performance: MS GPA: **3.2** | HS GPA: **3.4**

Dates to Remember

- **Last Day of School – May 22nd**
- **Next Board Meeting:** June 18, 2026
- **HS Graduation – Saturday, May 23 at 10 am.**

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

- **EOG proficiency improved** (non-EC students vs. 2025).
 - Testing and retesting actively underway (EOG & EOC).
 - Strong student engagement: Celebrations, events, and grade-level milestone ceremonies.
 - Upcoming: **Read-to-Achieve Summer Camp (June 1–18).**

Teachers Rep Report (School Happenings) – Ms. Donaldson

- CIS May 2026 highlights focused heavily on **Earth Day activities across K–4**, including story walks, nature trails, planting projects, recycling stations, scavenger hunts, and outdoor learning that encouraged environmental stewardship and hands-on science engagement.

- **Early elementary students (K–3)** participated in interactive literacy and nature experiences like *“How the Crayons Saved the Earth”* story walk, combined with lessons on ecosystems, wildlife observation, and environmental responsibility.
- **1st–4th grade students** conducted plant-based learning (seed planting, greenhouse creation, herb growing) and presented projects demonstrating understanding of sustainability and plant life cycles.
- **3rd grade programming** included expanded outdoor education such as campus environmental tool scavenger hunts, bird watching, and partnerships with local recreation programs to learn about wildlife adaptations.
- **Middle and high school highlights** featured academic and enrichment activities, including a 7th-grade human body systems project, a cross-grade chess club emphasizing critical thinking, and participation in a regional honors band performance.
- **High school EC students** engaged in experiential learning through a trout release field trip, reinforcing environmental and biological concepts.

PTSO Report – Christine Bonner (President)

- Teacher appreciation – 38 teachers honored.
- Carnations with affirmations to teachers.
- Stocked breakroom with snacks.
- Recent graduates got a Target gift card & key chain.
- Uniform swap being planned for open house.
- New PTSO Board members to be forthcoming.

Old Business - None

New Business

- Motion to approve proposed budget for new school year. Motion by B. Gorham. 2nd by W. Jackson Motion approved. Caveat: Budget to be reviewed in September for adjustment based on enrollment.

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 @ 7:40 p.m.