



“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, August 20, 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, Dr. Nabil, Christina Bonner, Chanel Henderson (12 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 June, 2026 BOD Minutes submitted for approval. No changes. Motion by Bob Gorham to have approved, 2nd by B. Jackson, to have posted to CIS website. No Objections.

Facilities Committee Report – Bill Jackson (Chair)

- Committee met on August 20th 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 repaired
- Hot Water tank replaced.
- Gym Floor summer project completed
- New screens installed
- Electric switch repairs
- Teacher Lounge Repaired – Special recognition extended to PTSO

- Roof Replacement alternatives discussed.
- 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 August 20th at 10 am via Zoom call
- William Van Hook led us through the I 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 \$34,421. Financials are part of HOS report provided.
- Cash on Hand is \$4.72 Million, – 192 days cash on hand which is above the cash position of many other medium-size charter schools as a benchmark. Better than in 2025 at same time.
- Unrestricted Cash on hand is approximately \$3.241 million 105 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 Revenue budget \$9.1 Million and YTD Expenditures \$8.97 million. 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

- Projected enrollment 785-804 before late-cycle enrollment; target approximately 800.
- Strong returning student base of 609-628 students reduces need for new applications.
- Enrollment position is stronger than prior two years; focus is converting enrolled students to active attendance.
- Month 1 and Month 2 attendance and ADM should be closely monitored.

Academic Performance

- School maintained a C performance grade.
- 100% of participation targets met, up from 74.1% the prior year.
- All-subject proficiency increased to 50.3% (+3.7 points).
- Overall EVAAS growth was met but not exceeded.
- Strong gains in Grades 3-8, Reading, Science, Grade 7, Grade 8, and NC Math 3.
- Improvement priorities: Math acceleration, SWD achievement, EL progress, maintaining participation, and exceeding growth.

Facilities & Maintenance

- Painting, refinishing, floor maintenance, window screen repairs, and pond/sprinkler repairs completed.
- Hot water heater leaks under evaluation; replacement may cost approximately \$15,000.

- Electrical switch repairs remain ongoing.
- Practice baseball field planning continues with Concord Parks & Recreation.

Finance & Human Resources

- Awaiting final reconciliation of FY2025-26 and July FY2026-27 results.
- Audit site visit completed July 30, 2026.
- Received first NC DPI cash allotment.
- Added 19 new full-time faculty and 2 long-term EC substitutes.
- Revenue budget: \$9.10M; expense budget: \$8.97M.
- Forecast year-end surplus: \$34.4K.

Student Services

- NC Smiles Dental Clinic scheduled for September 21-22.
- Medication authorization required for school-administered medications.
- January dental clinic provided significant student services.

Academic Operations

- Staff development and preparation completed prior to August 13 opening.
- Baseline assessments include MAP, DIBELS, and Grade 3 BOG testing.
- Focus on relationships, academic expectations, and positive learning environment.

Athletics

- Fall sports underway: Volleyball, Cross Country, Soccer, and Track & Field.
- Middle School Volleyball Jamboree scheduled for August 22.
- New coaching leadership supporting volleyball, cross country, track, and soccer programs.
- Community encouraged to support CIS athletic programs.

Dates to Remember

- **Next Board Meeting:** September 23, 2026

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

- School is only back in session for 6th day. Smooth start thus far.
- Conducted new teacher orientation on August 3rd.
- Reported highlights included in HOS academic services report
- MAP Testing
- Waiting for final reports for growth from state.

Teachers Rep Report (School Happenings) – Chanel Henderson

- School Ambassadors introduced -13 students, 4 introduced to BOD
- Family Fun Day
- Campus Cleanup in July
- School back in session with activities forthcoming.

PTSO Report – Christine Bonner (President)

- Open House happened and was successful
- Zoom Meeting planned with parents
- Looking to fill Secretary and Treasurer position with PTSO.
- Teacher breakfast being planned.
- Kindergarten breakfast with kids and parents.
- Birthday recognition for teachers.
- Fall Festival planning.
- Food Truck Friday to start in September.
- Tax Returns for PTSO Completed.

Old Business - None

New Business

- Motion to approve Title 1 Document for prayer certification. Motion by B. Gorham. 2nd by Bill Jackson. Motion approved.
- Motion to have Dr. Bryant recognize on behalf of the BOD, the volunteer work provided by Ms. Clark of the PTSO with updating the teacher lounge. Motion by B. Jackson, 2nd by B. Gorham. Motion approved.
- Motion to allow Dr. Bryant to continue to approve personnel contracts. Motion by D. Wilson. 2nd by V. Shelton. Motion approved.
- Motion to move to closed session in accordance to §143-3181.11 (a)(6) to discuss personnel matters related to school personnel. Motion by B. Gorham. 2nd by D. Wilson.

Open Comments - 3 minutes per person.

- No Comments.

Closed Session – Motion to return from closed session to open session by B. Jackson. 2nd by B. Gorham. No actions or motions made during closed sessions require actions in open sessions.

Open Session & Adjournment – Motion to adjourn by Bob Gorham, 2nd by B. Jackson - No objections. Meeting adjourned - 8:02 p.m.

Next meeting scheduled for Wednesday, September 23rd at 6:30 pm