



**CAROLINA INTERNATIONAL SCHOOL**  
*the world is our family*

**9545 Poplar Tent Rd Concord, NC 28027**

**Phone: 704.455.3847 Fax: 704.455.4672**

**School Hours 8:30 am –3:30 pm**

## Board of Directors Meeting Minutes

*November 12, 2015*

Attendance:

	2014		2015									
	11/13	12/11	1/8	2/12	3/12	4/16	5/14	6/11	8/13	9/11	10/8	11/12
Scott Elliott	X	X						X				
Dr. Charles Hutchison	X	X	X	X	X	X	X	X	X	X	X	X
Sam Leder	X	X	X	X			X					
Tom Anderson	X	X	X	X	X	X	X		X	X	X	X
Curtis Ifill	X	X	X	X	X	X	X	X	X		X	X
Rashonda Burkett	X	X	X	X	X		X	X	X	X	X	X
Mark Johnson	X	X	X		X	X	X	X	X	X	X	X
Sarah Baxter		X	X	X	X	X	X	X		X	X	X
Donna Harkey	X	X	X	X	X	X	X	X	X	X	X	X
Sally Reynolds	X	X	X	X	X	X	X	X				
Abby Bottoms	X	X	X		X	X	X	X	X	X		X
Eric Hill Teacher Rep	X	X										
Amanda Fisher Teacher Rep			X	X	X	X	X	X		X	X	
PTSO	X	X		X	X	X	X	X		X		X
Mr. David Kukielski	X	X	X	X	X	X	X	X	X	X	X	X

**Call to order 6:33**

**Curtis Ifill**

**CIS Board Email Responses and General Comments**

**Curtis Ifill**

- None

**CIS Mission & Vision**

**Abby Bottoms**

**Secretary's report**

**Sarah Baxter**

- Mark Johnson made a motion to waive the reading of the minutes. Tom Anderson seconded. Motion passed unanimously.

**Development and Giving Committee**

**Rashonda Burkett**

- Golf Tournament scheduled for November 16, 2015

**Finance Report**

**Mark Johnson**

- Budget presented by LB&A reviewed in Finance meeting
  - Several updates were made to true up the wash accounts
- Gym Updates:
  - White noise solution under review
  - Additional locks to be installed
  - 90% of furniture delivered
- Annual audit still underway – anticipate completion by November 13, 2015

- Awnings were installed

## Head of School Report

**David Kukielski**

- Asked to sit as panel member for Cabarrus County Chamber of Commerce annual State of the Region Educator's Summit to be held on November 18.2015.

## Principal's Report

**Donna Harkey**

- Generational Success program with residents of Brook Dale assisted living and 3<sup>rd</sup> grade
- PSAT and ACT completed
- MAP testing has been completed
- Visit from Vanguard for 5<sup>th</sup> grade, with an all day trip to the Vanguard Center today
- Successful Red Ribbon Week and Anti bullying campaign in October. Visit from a current Globetrotter that provided a motivational presentation
- Report Cards distributed on 10/26
- Senior dinner at Poplar Tent Presbyterian Dinner to discuss FASA, applications, scholarships, and post -graduation possible plans
- International Festival was a huge success, in spite of the traffic fiasco
- First Tuesday of each month 10AM and 6PM for parents to sign up for Round Table meetings, currently have 8 parent RSVPs for Dec. 1
- SLT well under way with the SIP for next year
- Honor Roll and Perfect Attendance will be distributed on November 16<sup>th</sup>
- Other Field Trips conducted this month Patterson Farms, Rocket Ryan, Levine Museum
- Varsity and Middle School basketball teams and Cheerleading kicked off the season on Monday November 9<sup>th</sup>
- Swim Team - Organizational parent meeting was conducted on Tuesday November 10<sup>th</sup> for middle school. Team is slated to compete against Cabarrus Charter, and Bradford Prep
- Comet time was changed a bit this quarter to accommodate clubs/activities on Tuesday/Thursday and to provide Reading and Math differentiated learning groups on Monday/Wednesday and Friday. This will add 60 minutes of instruction/week; 240 minutes/month; providing an additional 1440 minutes of learning time (November through April) that could be banked for inclement weather days

## Teacher Report

**Cheryl Reed**

- First grade is focusing on Christmas Around the World as we explore this holiday across the globe in many different countries
- 5<sup>th</sup> grade was able to enjoy a free field trip to Vanguard on Thursday. They learned what it is like to be financially responsible and have the opportunity to shadow certain internships that day as well
- Chemistry has been making models of covalent compounds and analyzing them for polarity and intermolecular forces to explain molecule properties
- 8<sup>th</sup> grade science students have been looking at the hydrosphere and just completed a water pollution lab
- 9<sup>th</sup> grade field trip on Thursday and Friday to Virginia
- Seniors will be purchasing cap and gowns next week

## PTSO

- Frye's skate night had over 150 participants
- Book Fair was more successful than previous years
- International Extravaganza was a success
- Donuts with Dad was well attended
- Spirit Night at Chick-Fil-A Tuesday, November 17
- Holiday shopping center for children December 7-11
- Kids Night Out Friday, December 11

## Old Business

- None

## New Business

- Ms. Harkey presented a proposal for the Graduating Credit Requirements for CIS. The proposal requires seniors to complete 24 credits to be eligible for graduation. Sarah Baxter made a motion made to approve 24 credits requirement for 2016 graduating seniors, Mark Johnson seconded. Motion passed unanimously.

## Open Comments

- None

Tom Anderson made a motion to go into closed session to discuss a personnel matter, Mark Johnson seconded. Motion passed unanimously.

**Closed Open Session at 7:31pm**

**Opened Closed Session at 7:36pm**

**Ended Closed Session at 8:35pm**

Tom Anderson made a motion to approve a one-time bonus that meets the criteria set forth by Administration. Charles Hutchison seconded. Motion passed unanimously.

Mark Johnson made a motion to adjust the budget for the construction of the gym. Rashonda Burkett seconded. Motion passed unanimously.

Mark Johnson made a motion to adjourn, Charles Hutchison seconded. Motion passed unanimously.

**Adjournment 8:36pm**

As Board Chair, I certify that these minutes have been reviewed and approved as they appear above.

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*Signature*

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*Date*