



“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, February 16, 2023

**Meeting Purpose:** Regular Scheduled Meeting

**Time:** 6:30 p.m.

**Location:** Carolina International School (In-person Meeting & via Zoom)

**Prepared by:** Bob Gorham (Secretary for Board)

**Board Members in Attendance:** Kasi Eagle, Sharon Smith, Bob Gorham, Erika Lawrence, Kevin Fauth, Dr. Camela Ford, Bill Jackson

**Board Members Not in Attendance:** All Members were present.

**Others:** Dr. Paul Bryant, (Head of Schools), Phyllis Rahilly (Finance/HR Manager), Sarah Grafton (Principal), Michael Sheppard, Other attendees present via Zoom

**Call to Order 6:35 pm** – Kasi Eagle

**CIS Mission and Values** –Read by Sarah Grafton (in absence Mica Smith)

**Grade Level Service Project Report** – Ms. Ivory Smith

Presented recap of 2023 Homecoming Activities – K-12 Spirit Week, pep rally, Throwback Thursday, Hollywood Nights, “thanks to parents and chaperones”, Basketball Showcase

**Secretary Report** - Bob Gorham- Minutes of January Board meeting submitted to Board prior to meeting for review. No changes noted by members. Bob Gorham recommended dispense reading of minutes, Motion by Sharon Smith, 2<sup>nd</sup> by Kevin Fauth Minutes accepted by Board. To be posted on CIS Website as directed to Ms. Rahilly.

**Facilities Committee Report** – Bob Gorham (Chair)

- Presented recap of facility issues from recent walk around school building and grounds
- Review of Roofing Report - Roof Ridge repairs needed - \$4,144.44 w/ warranty to recommend to BOD
- Blinds need replacement in classroom (Need plan to purchase and get bid)
- Gazebo discussion
- Nature Trail Redevelopment Work continues- laying gravel
- Need to meet on Consultants report to prioritize recommendations

#### **Finance Committee Report - Kevin Fauth (Chair)**

- Finances are considered good
- Discussion on Erate – See budget Analysis
- Bond Report Renewal – Concern on Interest Rates- CIS in Year 10 of 30 year bond
- Reviewed current ADM
- Spending Funds as appropriate from Federal Grant
- Update on budget of \$7.8 million. On track for spending needs.
- Spending in line with budget. Possible small surplus expected based on trending.
- Food Program funding discussed

#### **Academic Standards Committee Report – Dr. Camela Ford (Chair)**

- No Report

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

- Reported on Enrollment and ADM -721 students, current attendance 710. Projected for 850 students in 23-24 cycle that started on November 1. Received 319 applications to date for new enrollment cycle.
- COVID Update – Three active COVID cases all involving students.
- **Community Partnership Update** – Meeting with School Superintendents with Cabarrus and Kannapolis City Schools, Established first stage of partnership with the Concord Parks and Recreational to begin developing a plan of possible athletic field projects. Stage one involves testing of soil and proposed areas for possible development.
- **Facilities Maintenance Report** (as previously referenced in Facilities Committee Report)
  - o Nature Trail Pictures shown in addition to previous report
- **Referred to Ms. Rahilly regarding Finance and Personnel reporting** in prior update
  - o No new hires during month
- **Other Items**
  - Planning for Charter Renewal visit on April 3, 2023
  - Athletic Programs: Basketball tournaments begin this week; MS Boys remain undefeated.
  - Required testing for EL program completed.
  - Providing extended professional development training for teachers
  - Two teachers received temporary licenses (King and Sessoms)
  - Reviewing security and safety assessment report to address recommendations.
  - Applying for a grant to assist with development of new greenhouse and outside gardening
  - Update on securing buses: Company is on the move with prepping the bus. They had to do treatment to ensure sanitation. Graphics team is doing measurements while bus is in the shop getting serviced, maintenance, and federal inspections

#### **Principal's Report – Sarah Grafton (Report submitted as part of HOS Report to BOD)**

- Middle School update from Mr. George
- High School Trip to Ireland being planned.
- Multiple Scholarships coming to HS Students
- Championship Boys Basketball vs. Corvian upcoming

- Caps and Gowns to be handed out to 49 graduating students

**Teachers Rep Report – Sarah Grafton (in absence of Mica Smith)**

- CIS Happenings report submitted to BOD.

**PTSO Report – (No Representation) Presented by Ms. Grafton**

- Needs Treasurer – still organizing

**Old Business – None**

**New Business -**

- **Approval of School Lottery Results** - Motion by Kevin Fauth, 2<sup>nd</sup> by Sharon Smith. Approved by Board without opposition.
- **Approval of Roof Repair expenditures up to \$4,144 as discussed in Facilities Report.** Motion to approve by Bob Gorham, 2<sup>nd</sup> by Sharon Smith. Approved by Board without opposition.
- **Approval of Summer Program and Testing Plan.** Motion to approve by Dr. Ford. 2<sup>nd</sup> by Sharon Smith. Approval by Board. No opposition.
- **Approval of CIS Children's Internet Protection Policy and Procedures** - Motion by Bob Gorham, 2<sup>nd</sup> by Dr. Ford. Approved by Board with no opposition.
- **Approval of New Work Agreement/ Hires by HOS** – Motion to approve Kevin Fauth, 2<sup>nd</sup> by Erika Lawrence. Approved by Board with no opposition.

**Open Comments - 3 minutes per person**

- None

**Motion to adjourn by Kevin Fauth, 2<sup>nd</sup> Erika Lawrence** - No objections.

**Meeting adjourned @ 8:03 p.m.**

**Next regular BOD meeting scheduled for March 16<sup>th</sup>, 2023 at CIS.**