



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 9, 2017

Attendance:

	2016								2017		
	11/10	12/15	1/12	2/9	3/9	4/11	5/11	6/8	8/10	9/14	11/9
David Kukielski, Head of School	X	X	X	X	X	X	X	X	X	X	X
Donna Harkey, K-12 Principal	X	X	X	X	X	X	X	X	X	X	X
Teacher Representative	X	X	X	X	X	X	X				
PTSO Representative	X		X	X						X	X
Curtis Ifill, Chair	X	X	X	X	X	X	X	X	X	X	X
Dr. Charles Hutchison, Vice Chair	X	X	X	X	X	X	X		X	X	X
Sarah Baxter, Secretary		X			X		X	X		X	
Mark Johnson, Treasurer	X	X	X	X	X	X	X	X	X	X	X
Dr. Rashonda Burkett		X	X		X		X	X	X	X	X
Abby Bottoms		X	X	X	X	X	X	X	X	X	
Kasi Eagle	X	X	X	X			X			X	

Welcome, Call to Order at 6:44pm

Curtis Ifill

Opening Comments/Service Project Presentations

- None

CIS Mission & Vision

David Kukielski

Secretary Report

- Minutes were distributed by email. Motion to waive reading of minutes. RB Seconded CH. Motion passed.

Development Committee

Rashonda Burkett

- For efficiency the Marketing subcommittee combined with the Development subcommittee
- The committee was preparing for a Facebook Live event to raise money on Giving Tuesday
- Expected to have new website available by end of the year

Finance Report

Mark Johnson

- November 8, 2017 Finance meeting occurred.
- Audit finalized 10/31/17
- Board continuing to review alternatives for gym/classrooms

Head of School Report

David Kukielski

- Summer Camp Update/BASP enrollment

- Admission update – Gathering Data for 2017/2018 Lottery and Parent Info Sessions
- Registrars-Update on InfoSnap, Powerschool, and Student Records
- Successfully concluded Fall Sports season Middle & High School

Principal's Report

Donna Harkey

- Review of Summer Planning Events 2017

Teacher Report

- None

PTSO

- Encouraged by the Facebook Live Meeting

Old Business

- Email communication process under review; more selective when using school logo
- Met with consultant for better sense of costs for pond repairs

New Business

- Encouraging as many board members as possible to be available for Giving Tuesday Facebook event
- Building & Construction subcommittee reforming to address gym alternatives

Open Comments

- None

Mark Johnson made a motion to go into closed session, Charles Hutchison seconded. Motion passed unanimously.

Closed Open Session at 7:50pm

Opened Closed Session at 7:55pm

Rashonda Burkette made a motion to go come out of closed session, Mark Johnson seconded. Motion passed unanimously.

Ended Closed Session at 8:45pm

Mark Johnson made a motion to adjourn. Rashonda Burkette seconded. Motion passed unanimously.

Adjournment 8:46pm

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

Signature

Date