



THE WORLD IS OUR FAMILY

# CAROLINA INTERNATIONAL SCHOOL

A NORTH CAROLINA PUBLIC CHARTER SCHOOL

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## Board of Directors Meeting Minutes

May 8, 2014

Attendance:

	2013					2014					
	8/15	9/12	10/10	11/14	12/12	1/9	2/26	3/13	4/17	5/8	6/12
Scott Elliott			X	X	X		X	X	X	X	
Dr. Charles Hutchison		X	X	X		X	X	X	X		
Sam Leder		X		X	X	X	X	X		X	
Tom Anderson		X	X	X	X	X	X	X	X		
Curtis Ifill		X	X	X		X	X	X	X	X	
Jeff Mann			X	X		X					
Rashonda Burkett									X	X	
Mark Johnson										X	
Mystica Nelves		X	X	X							
Donna Harkey		X	X	X	X	X	X	X	X	X	
Sally Reynolds		X	X	X	X	X	X	X	X	X	
Abby Bottoms		X	X	X	X	X	X		X	X	
Sarah Poling		X	X		X		X	X	X	X	
PTSO		X	X		X	X	X	X	X		

Call to Order 6:40 by Scott Elliott

### CIS Mission Statement

Sarah Poling

### 2<sup>nd</sup> Grade Service Project

Megan Deiwert

The 2<sup>nd</sup> grade students baked holiday cookies for families in need during December. Fernando Belliard came as the 2<sup>nd</sup> grade representative and presented the service project highlights.

### MS/HS Field Trips

Beth Torres & Kevin Lipp

Beth Torres and Kevin Lipp shared PowerPoint presentations highlighting the events of the 6<sup>th</sup> grade field trip to Charleston, SC, the 7<sup>th</sup> grade field trip to Atlanta, GA and the 8<sup>th</sup> grade field trip to the Outer Banks.

### Big Bad Musical

Kevin Lipp

Kevin Lipp presented the highlights of the recent "Big Bad Musical" performance.

### Mentor/Mentee Program

Kevin Lipp

Kevin Lipp showed a PowerPoint presentation prepared by Kim Ifill's High School Mentors.

### 2014 – 2015 School Calendar

Beth Torres

Beth Torres presented the 2014 – 2015 school calendar proposed by the School Leadership Team. Rashonda Burkett made a motion to accept the calendar as presented. Curtis Ifill seconded. Motion passed unanimously.

### Committee Reports

#### Secretaries Report

Abby Bottoms

Reviewed the minutes from the April 17, 2014 Board meeting. Curtis Ifill made a motion to accept the minutes with noted changes. Rashonda Burkett seconded. Motion passed unanimously.

#### Finance Report

Curtis Ifill

Reviewed the monthly reports prepared by LB&A.

Sam Leder made a motion to draw \$100,000 out of the Line of Credit to deposit into the operating account. Curtis Ifill seconded. Motion passed unanimously. Scott Elliott stated that we anticipate a deficit in the budget for next year and we will need to allocate some of the net surplus to cover. The 990 has been reviewed and Elliott Davis needs to file.

**Academic Report** **Donna Harkey, Elementary School Principal and Sally Reynolds, Secondary School Principal**  
Donna Harkey and Sally Reynolds provided an overview of academics including the following points:

- The beginning teacher audit went well.
- 90.2% of the 3<sup>rd</sup> grade students are showing proficient scores based on the most recent MAP data.
- There has been a great response from students in the upper grades on the expansion of Study Island.
- The moving committee is meeting Monday.

**Staff Report**

**Sarah Poling**

**1<sup>st</sup> Grade** –We just made acrostic poems using adjectives to describe ourselves. The adjectives were words that would help them be successful and for college one day! We are also studying plants: their growth, parts, and needs. We have begun a novel study on Winnie the Pooh. We are analyzing the book parts, vocabulary, working on comprehension, and incorporating it into our Daily 5 in place of Journeys. In math we are wrapping up our final unit on Fractions and we will move into end of year review to double check mastery in all math skills. We are also working on publishing a classroom book (student treasures) and making Mom Day goodies.

**2<sup>nd</sup> Grade** – We finished up our insect unit and had a fabulous Garden Tea Party before spring break, even though our butterflies didn't feel like joining us. We took our butterfly nets home over break and were able to release the butterflies at school last Thursday! Since we have finished up our Saxon math program we are competing in the 2<sup>nd</sup> Grade Measurement Olympics! Students are participating in the following events: Big Foot Contest, Cotton Ball Shot Put, Marble Grab, Paper Plate Discus, Sponge Squeeze, and Straw Javelin. We will have our Awards and Closing Ceremonies next Friday, May 16<sup>th</sup>! Gold, Silver, and Bronze medals will be awarded for each event.

**3<sup>rd</sup> Grade** – We will be dissecting soaked seeds for part of our plant unit in order to understand what an embryo, cotyledon, and seed coat is and the function each part plays in the plant's growth and survival. In June we will be going to the Daniel Stowe Botanical Garden in which students will continue to gain hands-on experience working with plants (last year on this field trip, students planted their own plant, dissected a flower, and learned about different types of plants during the guided walk-through).

**4<sup>th</sup> Grade** – We are going on a field trip to Raleigh this Thursday, May 8<sup>th</sup>! We will be touring the Legislative Building, the Museum of Natural Science, and the Museum of History. We are currently studying NC government, so this trip is the perfect accompaniment to our current lessons! We are also studying ecosystems, so we are planning to get out in the woods and "track" some animals to see what kinds of animals are living in the habitats and talk about their behaviors and what role they play in the ecosystem.

**5<sup>th</sup> Grade** – In science we are digging deeper into ecosystems. We are also learning how to create scientific drawings of different organisms like night crawlers, insect wings, tomato plants, and trees and vines along the trail. We are also in search of symbiotic relationships around campus. Our final project will be to create terrariums.

**Upper School Science** – Students are prepping after school for Science EOG's and EOC's with Mr. Furlough and Mrs. Wright. Mr. Furlough's dates are on Edmodo. MAP scores for 8<sup>th</sup>, 9<sup>th</sup>, and 10<sup>th</sup> Graders are looking good. 86% of tested grades are at or above their end of the year RIT score.

**Hindi** – 8<sup>th</sup> and 10<sup>th</sup> grade Hindi classes are creating a class newspaper of India. The paper will be published by the end of this month and a copy will be given to the Board members.

**Old Business:**

The right of way issue has been settled with the neighbor at the new campus.

Since the last meeting the Board of Directors learned that part of the charter school agreement Carolina International School has with DPI states that we are subject to public records law. Therefore teacher salary information along with names have been released to the Charlotte Observer as requested. The Board feels that having access to all that data will be helpful for salary bench marks going forward.

Rashonda Burkett is working on a transportation survey for parents to help determine the needs of our current families so options can be explored.

**New Business:**

Scott Elliott stated that a new email account will be set up so parents can send questions to the Board. The Board of Directors will address the questions at the next Board meeting.

Scott Elliott stated that the Theater Arts program will not be cut next year. Due to the tight budgets during the first few years on the new campus schedules might look a little different. However, this will not be the norm after the transition period.

Mark Johnson has been a member of the finance committee for the past 6 months and he recently submitted his application for the Board of Directors. Rashonda Burkett made a motion to accept Mark Johnson as a new Board member. Curtis Ifill seconded. Motion passed unanimously.

There was a brief discussion of temporary office space for the office staff this summer while CIS is between campuses.

The Director search has begun. The Board has received a few applications. They will be advertising the position as well as approaching people they feel will be good candidates.

**Open Comments:**

Lori White was concerned that there would be no Theater Arts program at CIS next year. She was glad to hear the program would be offered next year because it has been a gift to her 8<sup>th</sup> grade daughter. The program has brought out self confidence in her child and been a great compliment to the academic program.

Jennifer Jeffords, a parent of a 6<sup>th</sup> grade student let the Board know she has been happy with her experience at CIS. After attending the meeting last month she is asking for improved communication because she feels that is where most of the parent frustrations come from. As a parent she has had concerns and scheduled a meeting with Mrs. Reynolds to discuss the issues. She would like to encourage all parents to speak to the principals regarding their concerns. She feels our teachers are top notch and she admires the dedication of all the staff members.

Curtis Ifill made a motion to go into closed session. Sam Leder seconded. Motion passed unanimously.

**Closed Session at 7:20 pm**

**Open Session 9:34 pm**

Sam Leder made a motion to grant authority to Donna Harkey and Sally Reynolds to negotiate and sign for a temporary lease up to \$1,000 per month. Rashonda Burkett seconded. Motion passed unanimously.

Sam Leder made a motion to adjourn. Curtis Ifill seconded. Motion passed unanimously.

**Adjournment 9:35 pm**

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*