



**CAROLINA
INTERNATIONAL
SCHOOL**
The World is Our Family

CIS Board Meeting Minutes

Meeting Name	Carolina International School Board of Directors Meeting		
Date	December 10, 2020	Time	6:30pm
Meeting Purpose	CIS Happenings	Meeting Leader	Kasi Eagle
		Prepared By	Nilan Russell

1. Attendance at Meeting

Name	Position	Present
Kasi Eagle	Chair	N
Open	Vice Chair	
Nilan Russell	Secretary	Y
Amy Ward	Treasurer	Y
Tom Anderson		Y
Trista Collins		Y
Mario Stoilovich		Y
Sarah Baxter		Y
Joseph Canty	Head of School	Y
Donna Harkey	Principal of School	Y
Phyllis Rahilly	Administration	Y
Brynn Bates	Teacher's Rep	Y
Kim Ifill	Assistant Principal	Y
Rachel Kennedy	Assistant Principal	Y
Sarah Grafton	Assistant Principal	Y
Open	PTSO	

2. Meeting Notes, Decisions, Issues

➤ Welcome @ 6:30pm	Kasi Eagle
➤ CIS Mission & Vision	Brynn Bates
➤ Secretary Report	Nilan Russell
<ul style="list-style-type: none"> Tom motioned to waive reading of November meeting minutes; Amy 2nd, unanimously approved 	

➤ Finance Committee	Amy Ward
○	
➤ Facilities Committee <ul style="list-style-type: none"> • Project Updates: • Front pond/Dam-3 elements <ul style="list-style-type: none"> ▪ Redirecting pond overflow to the storm sewer ▪ Installing a pump for campus irrigation ▪ Installing fencing that complies with insurance liability • Foundation Grading and Drainage • Soccer Field: gathering quotes to grade and seed • Dry Retention Ponds • Duke Energy Security Lighting Plan • Duke Energy Life Efficiency Plan • Master Site Plan ➤ New Projects <ul style="list-style-type: none"> • HVAC Unit above Gym ➤ Completed Projects/Actions <ul style="list-style-type: none"> • Lawn Maintenance Contract signed with Cleanest Cut • Backflow test completed on irrigation system • Mold Abatement complete ➤ Staffing <ul style="list-style-type: none"> • Continuing to interview for Facilities Manager role 	Tom Anderson
➤ Head of School Report <ul style="list-style-type: none"> • November Re-entry • Office Staff • Principal/AP's • Student Supports • Faculty Supports • Benchmarks • Hiring/Personnel Needs • Technology Needs Assessment • Facilities Needs/Updates • Grant Making • Marketing/Admissions • Fundraising Efforts • COVID-19 Community Notice 12.7.20 • COVID-19 School Re-Entry Plan 	Joseph Canty
➤ Principal Report <ul style="list-style-type: none"> • Professional Growth • School Re-Opening • Federal Grants • Academics • Counseling Team ➤ Elementary School Highlights – Kim Ifill	Donna Harkey

<ul style="list-style-type: none"> • 1st grade students had fun learning about how children/families celebrate holidays around the world • 4th grade is learning about maps and reading maps in Social Studies. In ELA they are focusing on historical fiction and synonyms. <p>➤ Middle School Highlights – Rachel Kennedy</p> <ul style="list-style-type: none"> • Students are preparing for a teacher transition in 6th grade math. We officially welcomed Mrs. Angle, our new 7th grade ELA teacher. In ESL, we have begun the process of screening kindergarteners who speak a language other than English, on campus, using the W-APT. <p>➤ High School Highlights – Sarah Grafton</p> <ul style="list-style-type: none"> • HS faculty and students have worked hard to find success this semester which ends December 18th. Even during remote learning, we are happy to see the Comet Spirit. 	
<p>➤ Teacher's Report</p> <ul style="list-style-type: none"> • TOGETHERNESS: the word of the month. Has noticed that staff across the board has truly demonstrated this in the efforts of learning, partnering, communicating and re-entry initiatives. 	Brynn Bates
<p>➤ PTSO Report</p> <ul style="list-style-type: none"> • No report provided 	
<p>➤ Old Business - None</p>	
<p>➤ New Business - None</p>	
<p>➤ Open Comments - None</p>	
<p>➤ Ended Open session @ 7:45pm</p> <ul style="list-style-type: none"> • Sarah motioned to end open session; Tom 2nd; motion passed unanimous <p>➤ Began Closed session @ 7:48pm</p> <p>➤ Ended Closed session and adjourned @ 8:52pm</p>	