



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

February 9, 2017

Attendance:

	2016									2017	
	3/10	4/14	5/12	6/9	8/9	9/8	10/13	11/10	12/15	1/12	2/9
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	X
PTSO Representative		X	X		X	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
Sarah Baxter, Secretary	X	X			X	X			X		
Mark Johnson, Treasurer	X	X	X	X	X	X	X	X	X	X	X
Tom Anderson		X		X							
Dr. Rashonda Burkett	X	X	X	X	X	X	X		X	X	
Abby Bottoms	X	X	X	X	X	X	X		X	X	X
Kasi Eagle							X	X	X	X	X

Welcome, Call to Order at 6:33pm

Curtis Ifill

Service Project Presentations

- 3rd Grade Service Project – Brookdale Senior Living partnership **Ms. Black, Mrs. Potts, Mrs. Scott, Ms. Clark**
 - Have BINGO sessions with residents, this is multi-generational and very relational for both residents and students.
 - Several additional activities include collecting donations for center and making Valentine's Day cards for residents.
 - Students read personal letter to the School Board expressing their excitement over the project.
- 5th/6th Grade Service Project – Blue Butterfly **Mrs. Less, Mrs. Martin, Mrs. Parker**
 - Goal is to complete random acts of kindness.
 - Non-inclusive list of accomplished acts: dropping off donuts to nursing home, surprising teachers with drinks and candy, and creating bags of toiletries and snacks for the homeless.

CIS Mission & Vision

Cheryl Reed

Secretary Report

Sarah Baxter

- Mark Johnson made a motion to waive the reading of the minutes, Kasi Eagle seconded. Motion passed unanimously.

Development Committee

Rashonda Burkett

- Covered with the Head of School report.

Finance Report

Mark Johnson

- Met on February 7, 2017.
- Most line items are within budget, reviewing adjustments and recommendations.
- Budget meeting will be held in May.

- Looking into the E-Rate program for IT infrastructure upgrades.
- Solar panel construction to begin by the end of the month.
- Looking at ways to reduce noise pollution in the gym.

Head of School Report

David Kukielski

- 899 students currently enrolled (peak enrollment was 908). We are no longer enrolling new students and 7 seniors graduated early.
- Current lottery applications down about 300 from previous year.
 - Expect about 750 applications by lottery cut-off.
 - There are fewer seats available for the upcoming school year but applications tend to come in after lottery.
- Staff Updates
 - Vani (Admissions Coordinator) leaving in March. She has provided solid work for enrollments. Her replacement, Rebecca Aranyi, has started and will work alongside Vani for thorough training.
 - Lakisha is leaving by end of February, currently searching for her replacement.
 - Eddie has been doing great work on the grounds!
- Athletics Updates
 - Great feedback on the CIS vs. Bradford Prep basketball game!
 - Have new corporate partner as a result of the game.
- 2017-2018 school year lottery
 - Lottery will be held March 4 at 9am; cutoff for application submission is Feb 23.
 - Using new vendor this year, Info Snap (owned by Power School). Software will help save man hours for registration and offers live support during lottery.

Principal's Report

Donna Harkey

- High school diplomas have arrived and names have been verified.
- Currently completed 6 of 10 information sessions.
- Partnering with Michelle Boyd through CMC Main to promote medical/healthcare careers to juniors and seniors. CIS is the first school in the region to participate (and program is free of charge). Highlights of program include: 6 anatomy modules, service hour opportunities, and direct access to medical leaders.
- There have been many great field trips.
- Colin McNulty swam in the state championship meet as a varsity swimmer and placed 24th overall.
- Seniors have total of \$188,000 in scholarships to date.
- Held cookie reception for students with honor roll and/or perfect attendance.
- Implementing new program for positive referrals for good behavior. Students rewarded with ice cream party from PTSO.

Teacher Report

Cheryl Reed

- First grade had field trip to Charlotte Children's Museum and Dorton Park.
- Fourth grade science class completed their rocks and minerals lesson.
- Sixth grade student, Rajbalan Yogarajan, took 1st place in the Cabarrus County Soil & Water Conservation Contest. Raj will advance to the area competition; if he wins he will advance to the state level with a chance to win \$200.
- Seventh grade, Mr Eitner class, will focus next on WWII in social studies. For creative writing, students have been working on advertisements.
- Many fun art projects for students including sign language, self-portraits, and learning about how monks create mandalas.
- Seniors have a lip sync fundraiser on Feb 17th at 7pm in the atrium.
- Seniors also working on electron configurations and compound equations.

PTSO

- PSTO Sponsored events:
 - Dance on Feb 3.
 - Silent Auction is coming up at the Hilton University, childcare will be provided.
- Purchasing high tech thermometer.
- Partnership provided:
 - Positive referral program.
 - Italian themed lunch for staff.
 - Chick-Fil-A spirit night.
 - Talent Show.
 - Teacher appreciation.

Old Business

- Importance of the capital campaign and needs for the construction: parents/students want a gym and teachers need more classroom space.

New Business

- 2017-2018 School Calendar
 - Approved by School Leadership Team.
 - School year to begin on August 21 for students (one week before Cabarrus and Mecklenburg counties) to ensure exams happen before winter break.

- Board needs to approve calendar before being published.
- Professional development will be held on Wednesdays.

Open Comments

- Question from parent around capital campaign to understand what options have been explored and if there are any foundations that focus on charter school infrastructure we can leverage.
 - Board is always open to try more and the capital campaign will be the top priority for the new development/marketing coordinator.
- Mark Johnson made a motion to go into closed session, Charles Hutchison seconded. Motion passed unanimously.

Closed Open Session at 8:00pm**Opened Closed Session at 8:03pm****Ended Closed Session at 8:51pm**

- Charles Hutchison made a motion to approve budget adjustments. Mark Johnson seconded. Motion passed unanimously.
- Mark Johnson made a motion to approve work agreement for new Admissions Coordinator. Charles Hutchison seconded. Motion passed unanimously.
- Mark Johnson made a motion to adjourn. Kasi Eagle seconded. Motion passed unanimously.

Adjournment 8:53pm

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

Signature

Date