



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

CIS Board Meeting Minutes

Meeting Name	Carolina International School Board of Directors Meeting		
Date	March 11, 2021	Time	6:30pm
Meeting Purpose	CIS Happenings	Meeting Leader	Kasi Eagle
		Prepared By	Trista Collins

1. Attendance at Meeting

Name	Position	Present
Kasi Eagle	Chair	Y
Mario Stoilovich	Interim Vice Chair	Y
Trista Collins	Interim Secretary	Y
Tom Anderson	Interim Treasurer	Y
Nilan Russell	Board Member	Y
Sarah Baxter	Board Member	Y
NeQueela Deas-Blanton	Board Member	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	N

2. Meeting Notes, Decisions, Issues

➤ Welcome @ 6:31pm	Kasi Eagle
➤ CIS Mission & Vision	Brynn Bates
➤ Secretary Report	Trista Collins
<ul style="list-style-type: none"> Tom motioned to waive reading of December 2020 and February 2021 meeting minutes; NeQueela second, motion passed unanimously 	

➤ **Finance Committee**

Tom Anderson

- Finance Committee met on 3/9/2021
- Reviewed budget to preliminary actuals through 2/28/2021
- Reviewed budget to finalized actuals through 1/31/20
 - No changes. Preliminary numbers mirrored final numbers.
- Discussed any additional expenses not previously captured – Facilities, Re-Entry, Personnel.
- Status update on the possibility of re-structuring our bond debt: Original bond can be considered for May 2023, the second for May 2028.
- Discussed the progress of obtaining new credit cards.

➤ **Facilities Committee**

Tom Anderson

- Facilities Committee met on 3/9/2021
- Front Pond/Dam- 3 elements
 - Directing pond overflow to the storm sewer at the road
 - Update: quotes finalized and being reviewed.
 - Installing a pump for campus irrigation to reduce pond levels
 - Update: quotes finalized and being reviewed.
 - Install fencing that complies with insurance liability
 - Insurance Company (UTICA) supports the following and they are scheduled for a campus visit in February to complete a walk around:
 - Cut off access to pond with blend of fencing and natural barriers.
 - Install a front entrance gate that limits access.
 - Where we use natural barriers, we need to install signage around trespassing.
 - Update: quotes finalized and being reviewed.
- *Soccer Field – will be gathering quotes to grade and seed the field. Update: Still in conversation with vendors.*
- *Duke Energy Security Lightning Plan – Update: Security lighting assessment completed. Installation of outdoor lighting (13 poles) to be completed by late April.*
- *Duke Energy Light Efficiency Plan- Update: Initial needs assessment completed. Indoor lighting installation expected to begin late May to Early June.*
- *Master Site Plan- Joseph has submitted a letter and formal document for RFP's that will be sent to the 3 architect firms. The timeline has been adjusted and the goal is to complete all presentations before the April Board meeting.*
- *Concord Parks and Rec Partnership- CP&R is reviewing ways to include a track and around the baseball fields to their plan.*

<p>➤ Head of School Report</p> <ul style="list-style-type: none"> Recapped Re-Entry progress and plans Athletics - CIS will forego the following seasons: Men's/Women's Soccer, Baseball, Softball. Expect to make an offer for a new Athletic Director by the last 2 weeks of March. Faculty/Staff are working to provide intra-squad training and will work to provide space for athletic activities in March, April, May and throughout the summer. The NCHSAA donated \$3,900 to CIS for our athletic programs. These funds will be equitably allocated across the department based on need. Also recapped program plans for 2021-2022 seasons. Facilities Manager, Mr. Mike Harris has been hired and has already started working. Recapped facilities status as indicated in Facilities Committee Notes. Recapped partnership development progress and plans Recapped environmental and global education focus Recapped fundraising efforts and needs Recapped technology needs/updates 	<p>Joseph Canty</p>
<p>➤ Principal Report</p> <ul style="list-style-type: none"> Professional Growth – teachers continue to receive training on the Office 365 suite. School re-entry (Hybrid) of all grade levels has been successful. Recapped Federal/Other Grants. Reviewed ongoing academic activities Recapped ongoing counseling efforts for students and staff. Recapped ongoing service projects. ACT testing for HS has been completed. ESL testing is ongoing. 	<p>Donna Harkey</p>
<p>➤ Teacher's Report</p> <ul style="list-style-type: none"> There is still much excitement about participation in the club activities. Recapped Grade Level updates and activities Recapped other activities: MS basketball and Volleyball, HS art, Women's Studies, Global Education, EC, Counselors. 	<p>Brynn Bates</p>
<p>➤ PTSO Report</p> <ul style="list-style-type: none"> No report provided. 	
<p>➤ Old Business - None</p>	
<p>➤ New Business</p> <ul style="list-style-type: none"> Kasi introduced Bob Gorham as a new Board member candidate and asked the BOD to vote. Sarah motioned to add him, Trista second, motion passed unanimously. Kasi introduced Francisco Sousa as a new Board member candidate and asked the BOD to vote. Sarah motioned to add him, NeQueela second, motion passed unanimously. 	

➤ Open Comments
➤ None
➤ Ended Open session @ 7:39pm <ul style="list-style-type: none"> • Mario motioned to end open session; Tom second, motion passed unanimously ➤ Began Closed session @ 7:41pm ➤ Ended Closed session @ 9:45pm ➤ Began Open session @ 9:45pm <ul style="list-style-type: none"> • Kasi presented 2 work agreements and asked the board to approve them. Sarah motioned to approve both agreements, Mario second, motion passed unanimously. • Tom motioned to end open session; Nilan second, motion passed unanimously ➤ Meeting adjourned @ 9:54pm