



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

March 10, 2016

Attendance:

	2015										2016	
	3/12	4/16	5/14	6/11	8/13	9/11	10/8	11/12	12/10	1/14	2/11	3/10
Scott Elliott				X								
Dr. Charles Hutchison	X	X	X	X	X	X	X	X	X	X	X	
Sam Leder			X									
Tom Anderson	X	X	X		X	X	X	X	X			
Curtis Ifill	X	X	X	X	X		X	X	X	X	X	X
Rashonda Burkett	X		X	X	X	X	X	X	X	X	X	X
Mark Johnson	X	X	X	X	X	X	X	X	X	X	X	X
Sarah Baxter	X	X	X	X		X	X	X		X	X	X
Donna Harkey	X	X	X	X	X	X	X	X	X	X	X	X
Sally Reynolds	X	X	X	X								
Abby Bottoms	X	X	X	X	X	X		X	X	X	X	X
Eric Hill Teacher Rep												
Teacher Rep	X	X	X	X		X	X		X	X	X	X
PTSO	X	X	X	X		X		X		X	X	
Mr. David Kukielski	X	X	X	X	X	X	X	X	X	X	X	X

Call to order 6:34pm

Curtis Ifill

CIS Board Email Responses and General Comments

Curtis Ifill

- 12th grade service project presented by Luke Remsberg
- Rashonda Burkett made a motion to accept the School Improvement Plan presented for 2015-2016, Mark Johnson seconded. Motion passed unanimously.

CIS Mission & Vision

Cheryl Reed

Secretary's report

Sarah Baxter

- Mark Johnson made a motion to waive the reading of the minutes, Rashonda Burkett seconded, motion passed unanimously

Development and Giving Committee

Rashonda Burkett

- Finalizing the events for 2016
- Phone-a-thon to occur in March
- Initial development plan meeting held for 2016-2017

Finance Report

Mark Johnson

- Finance Committee meeting included the following:
 - Reviewed the budget and balance sheet prepared by LB&A
 - Made several adjustments to the budget to true up wash accounts
 - Other non-wash account items were adjusted on the budget reflecting changes in expenses and revenues
 - Discussed upcoming budget meeting for 2016-2017
 - Discussed building expansion
 - Reviewed proposal for pond overflow solution
 - Interviewing new vendors for the school uniforms

Head of School Report**David Kukielski**

- See email

Principal's Report**Donna Harkey**

- 2 Japanese visitors spent a day with students sharing their culture
- Senior night basketball included honoring 2 senior girls with a plaque and roses
- First homecoming dance was well attended and very successful
- Report cards to be sent home March 14th
- ACT given to the 11th grade students
- ACCESS has been completed for ESL students
- MAP for mid-year benchmarking completed

Teacher Report**Cheryl Reed**

- 3rd graders finished their first 4H presentations and several will present in the April 4H competition
- Ms. Remsburg featured in an article in the North Carolina Forestry Association newsletter discussing the students work to determine size of various trees around the school property
- Current event/issues class preparing brochures for the 5th graders outlining the primary candidates

PTSO

- Silent auction was a success
- March 4th was a half day teacher lunch
- Chick-Fil-A spirit night was March 8th and included a lemon squeezing contest
- Talent show to be held March 18
- CIS Spirit Night at the Kannapolis Intimidators is on April 9th
- Fun Run to be held on April 15th
- PTSO was able to donate the following:
 - Access to PBL Project online for Kimberly Canham and her students
 - Swing and a bench for the Eagle Scout butterfly garden
 - Providing ice cream for some students the last two month of the school year

Old Business

- Pond pump needs to be repaired due to overflow and malfunction, French drain solution under review

New Business

- None

Open Comments

- None

Mark Johnson made a motion to go into closed session to discuss a personnel matter, Rashonda Burkett seconded. Motion passed unanimously.

Closed Open Session at 7:27pm**Opened Closed Session at 7:32pm****Ended Closed Session at 8:10pm**

Mark Johnson made a motion to approve adjustments to the budget from the March Finance meeting, Rashonda Burkett seconded. Motion passed unanimously.

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

Adjournment 8:12pm

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

Signature

Date