



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

August 9, 2018

Attendance:

	2017					2018					
	8/10	9/14	10/12	11/9	12/14	1/11	2/8	3/8	4/12	5/10	8/9
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	
PTSO Representative		X	X	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	X	X	
Sarah Baxter, Secretary		X	X		X	X	X			X	
Mark Johnson, Treasurer	X	X	X	X	X	X	X	X	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 6:30pm

Curtis Ifill

Opening Comments/Service Project Presentations

- 11th Grade: Created spotlight bags to assist those in need and had them distributed by CIS Community
- 12th Grade:
 - Through National Honor Society supported Change for Change.
 - \$250 donation to the capital campaign.
 - Supported the Church of God Children's Home
 - Purchased/installed the Buddy/Friendship Bench for anyone to sit on if they need a friend/buddy

CIS Mission & Vision

Abby Bottoms

Secretary Report

- May minutes will be approved and posted at the next board meeting.

Development Committee

Rashonda Burkett

- Fundraising for capital improvements will continue in 2018-2019, contributions will also be used to reduce debit and/or retrofit the gym into usable space
- Capital Campaign contributions: \$63,000.

Finance Report

Mark Johnson

- Finance committee reviewed current budget
- Audit is underway with completion to occur by end of August

Principal's Report

Donna Harkey

- Administrative team used summer to prepare for new year including:
 - Handbook Updates:
 - Cell Phone Policy
 - Uniform Policy
 - Tardy Policy
 - Preparing for Open House
- 14 teachers are not returning for 2018-2019
- 25 students attended summer recovery class for math
- 25 students passed math exam

Teacher Report

- No update as school has not started

PTSO

- New board and chair are planning the events for the school year
- New teacher lunch / meeting planned for August 14
- Welcome back breakfast planned for August 15
- Bass Pro Shop holding event on August 18, PTSO to sell refreshments
- Open House:
 - T-shirts for sale
 - PDQ gift cards for sale
 - Ice Cream for sale
- First PTSO meeting September 11 at 6:30pm

Old Business

- Classroom expansion proposals to be reviewed in closed session from three firms

New Business

- Conflict of interest policy is under review based on feedback from DPI
- The board is actively seeking new members

Open Comments

- None

Closed Open Session at 7:15pm

Opened Closed Session at 7:20pm

Rashonda Burkett made a motion to approve Edifice Construction as the General Contractor for our next phase of construction. Kasi Eagle seconded. Motion passed unanimously.

Ended Closed Session at 7:25pm

Rashonda Burkett made a motion to adjourn. Kasi Eagle seconded. Motion passed unanimously.

Adjournment 7:32pm

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

Signature

Date