



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 December 10, 2015

Attendance:

	2014	2015										
	12/11	1/8	2/12	3/12	4/16	5/14	6/11	8/13	9/11	10/8	11/12	12/10
Scott Elliott	X						X					
Dr. Charles Hutchison	X	X	X	X	X	X	X	X	X	X	X	X
Sam Leder	X	X	X			X						
Tom Anderson	X	X	X	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
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	X	X	X					
Abby Bottoms	X	X		X	X	X	X	X	X		X	X
Eric Hill Teacher Rep	X											
Amanda Fisher Teacher Rep		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 5:36pm

Curtis Ifill

CIS Board Email Responses and General Comments

Curtis Ifill

- None

CIS Mission & Vision

Abby Bottoms

Secretary's report

Sarah Baxter

- Tom Anderson made a motion to waive the reading of the minutes. Mark Johnson seconded. Motion passed unanimously.

Development and Giving Committee

Rashonda Burkett

- Grant Committee has started as a sub-committee
- Next semester the big push will be making live calls for the annual fund Giving Tuesday
- Mr. Ifill complimented the results of the golf tournament event
- \$3,932 was raised from the golf tournament before expenses - this does not include money raised from the silent auction
- \$29,765 has been raised to date

Finance Report

Mark Johnson

- Reviewed budgets and financial reports prepared by LB&A
- Staff bonuses were paid 12/4/12
- The annual audit is still under review and will be completed soon.
- Discussion on some concerns regarding LB&A

Head of School Report

David Kukielski

- BASP still has on an average of 40 students per morning and 75 to 80 each afternoon
- 2016-2017 online enrollment implemented on CIS website

Principal's Report

Donna Harkey

- International Learning Week – November 16 – 20
- NC Green School Ceremony – November 20
- Fine Arts Night – December 10
- Woodmen of World Presentation – December 10, 2nd grade helped us to accept our awards of “stage” US and NC flags. We were also presented with awards for the next 3 years for a senior to receive a “History Award” along with a school plaque for the front office
- Pizza sales each Friday to benefit Athletics, Fine Arts, Trip scholarships, Annual Fund (every 5th Community Charity) – December 4th (cleared \$150 in 25 minutes)
- CIS Substitute Training Class – November 18, trained 9 new substitutes
- NC Principal READY Conference – November 30, CMS Speedway
- First Roundtable event held December 1
 - 21 participants (16 for AM and 5 for PM)
 - Discussion included AIG, Uniform policies, growth of school, schedule, tutoring
- Title II, Desk Review Audit with NCDPI – December 9
 - Review of documentation over past and current year as it relates to the New Teacher Induction and beginning teacher program
 - Preliminary report - all looks well, tighten up on professional development evaluations, formal report to follow within 30 days
- Upcoming “Informational Sessions” – first one December 15th at 5:30, meetings for prospective parents and students new to CIS

Teacher Report

Cheryl Reed

- Kindergarten – Learned about symbols and what they mean
- 1st Grade – Learned about the life cycle of the butterfly
- 3rd Grade – Learned about the formation of snowflakes
- 4th Grade – Enjoyed Camp Flintlock on November 19
 - Dressed up in colony time attire
 - Practiced printmaking
 - Played period games
- 5th Grade – Learned about the history of Gargoyles and their connection to Gothic Architecture
- 7th Grade – Completing string art project to be on display at Fine Arts Show
- Arts Club – Made origami 3D stars to donate to a local nursing home

PTSO

- Kicked off ‘CIS Cares’ campaign by collecting donations for and assembling 10 Thanksgiving baskets given to CIS families in need.
- Chick-Fil-A night was a great success
- Donated a paper cutter and spring loaded drying rack for each Art teacher
- Purchasing books at the Scholastic Book warehouse with funds earned at the Book Fair
- Skate night January 28th
- Family Dance February 5th
- Silent Auction February 27th

Old Business

- None

New Business

- Board Nominations:
 - Secretary: Mark Johnson made a motion to nominate Sarah Baxter as Secretary, Rashonda Burkett seconded, the motion passed unanimously
 - Treasurer: Rashonda Burkett made a motion to nominate Mark Johnson as Treasurer, Tom Anderson seconded, the motion passed unanimously
 - Vice Chair: Rashonda Burkett made a motion to nominate Charles Hutchison as Vice Chair, Mark Johnson seconded, the motion passed unanimously
 - Chair: Tom Anderson made a motion to nominate Curtis Ifill as Chair, Mark Johnson seconded, the motion passed unanimously

Open Comments

- None

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

Closed Open Session at 6:15pm

Opened Closed Session at 6:18pm

Ended Closed Session at ????pm

Mark Johnson made a motion to adjourn, Charles Hutchison seconded. Motion passed unanimously.

Adjournment 8:36pm

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

Signature

Date