



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

April 11, 2017

Attendance:

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

- Kindergarten service project

CIS Mission & Vision

Cheryl Reed

Secretary Report

Sarah Baxter

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

Development Committee

Rashonda Burkett

- Nothing new to report

Finance Report

Mark Johnson

- Annual budget meeting to be held on May 11

Head of School Report

David Kukielski

- Ribbon cutting for the solar array to occur in early May
- Admissions effort for managing enrollees, their information and the wait lists continues
- BASP enrollment for summer camp is much higher than in previous years

Principal's Report

Donna Harkey

- Progress reports for 3rd quarter to be distributed April 13, 2017

- PTSO showered teachers and staff with treats, meals, and much love during Teacher Appreciation Week
- Spring Break begins Wednesday, April 13, 2017 at noon through Sunday, April 23, 2017
- International visitors were at the school:
 - 4 from Sister Cities; First Lady of Cabo Verde, First Secretary of the Embassy and the Immigration Counselor
 - 8th grade students provided a carload of book bags and school supplies for the students of Cape Verde

Teacher Report

Cheryl Reed

- First Grade: Visited to Reedy Creek Nature Center the end of March
- Drama Department: Put on a wonderful play, Beauty and the Beast
- Seniors: Ms. Davis has a bulletin board outside her classroom that lists each senior name, colleges they have been accepted into and any scholarship awards
- Teacher Appreciation Week:
 - Teachers and students enjoyed all the activities
 - A dinner was provided at Zapata's the end of the week from PTSO

PTSO

- Administration shared their thanks for the thoughtful activities provided during staff appreciation week

Old Business

- None

New Business

- Two additional board members are being reviewed to increase the board size to seven members

Open Comments

- None

Charles Hutchison made a motion to go into closed session, Mark Johnson seconded. Motion passed unanimously.

Closed Open Session at 7:15pm

Opened Closed Session at 7:20pm

Curtis Ifill made a motion to go come out of closed session, Mark Johnson seconded. Motion passed unanimously.

Ended Closed Session at 7:34pm

Mark Johnson made a motion to accept the work agreement for the replacement of an EC Teacher Assistant, Kasi Eagle seconded. Motion passed.

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

Adjournment 7:43pm

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

Signature

Date