



THE WORLD IS OUR FAMILY

# CAROLINA INTERNATIONAL SCHOOL

A NORTH CAROLINA PUBLIC CHARTER SCHOOL

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## Board of Directors Meeting Minutes

March 8, 2012

Attendance:

|                         | 2011 |       |       |      | 2012 |     |     |      |      |      |      |     |
|-------------------------|------|-------|-------|------|------|-----|-----|------|------|------|------|-----|
|                         | 9/8  | 10/13 | 11/10 | 12/8 | 1/12 | 2/9 | 3/8 | 4/12 | 5/10 | 6/14 | 7/12 | 8/9 |
| Tom Anderson            |      |       |       |      | X    | X   | X   |      |      |      |      |     |
| Nimish Bhatt            |      | -     |       |      |      |     |     |      |      |      |      |     |
| Abby Bottoms            | X    | -     | X     | X    | X    | X   | X   |      |      |      |      |     |
| Scott Elliott           |      | -     | X     | X    | X    | X   | X   |      |      |      |      |     |
| Tisha Greene            |      | -     |       |      |      |     |     |      |      |      |      |     |
| Donna Harkey            | X    | -     | X     | X    | X    | X   | X   |      |      |      |      |     |
| Dr. Charles Hutchison   | X    | -     | X     | X    | X    |     | X   |      |      |      |      |     |
| Sam Leder               | X    | -     | X     | X    | X    | X   | X   |      |      |      |      |     |
| Terri Clay Meadows      |      | -     |       |      | X    | X   | X   |      |      |      |      |     |
| Mystica Nelmes          | X    | -     | X     | X    | X    | X   |     |      |      |      |      |     |
| Gloria Campbell-Whatley |      | -     |       | X    |      |     |     |      |      |      |      |     |
| Maureen White           | X    | -     | X     | X    | X    | X   | X   |      |      |      |      |     |

**Call to Order:** 6:35 pm

**Band Performance:** CIS band performed three songs under direction of Ms. Hommes

### Service Project Presentation:

Students showcased their recent service projects: 6<sup>th</sup> grade collected and sent 1121 books to China. 5<sup>th</sup> grade read responses from active duty marines in Afghanistan to whom they had sent letters.

### CIS Mission Statement

Sarah Frankart

### Finance Report:

Jennifer Bray, Acadia NorthStar, L.L.C.

- Jennifer Bray reviewed the recommended changes from the January finance committee meetings, reflected on financial handouts.
- Tom Anderson requested clarification on internet budget lines.
- Sam Leder made a motion to accept the recommended changes to the budget. Charles Hutchison seconded. Motion passed.
- Discussion of other charter schools offering BoD stipends or including BoD lines in budget for professional organizations memberships, conferences, retreats, etc. Jennifer Bray said she would look into comparables.

Discussion regarding previous projections regarding reductions in state retirement and health care left current year's budget in good shape, prompting CIS to continue conservative projections for 2012-2013. Mystica Nelmes noted that CIS was approved to grow to 564 students. Scott Elliot restated that CIS would budget for lower numbers as in the past.

Scott Elliot thanked all in attendance who had helped with recent lottery. He made note of streamlined process.

### Secretary's Report

Maureen White, Secretary

Maureen White read the February meeting minutes and made a motion to accept. Charles Hutchison seconded the motion. Motion passed.

## Committee Reports

### Campus Construction Committee:

Tom Anderson

Tom Anderson reported that a deal on the land was hopeful to close by end of month and that design for structure was moving forward. He stated that a gym might be possible in phase one and noted that a high number of parents/families had requested a gym. Sam Leder suggested a formal RFP process for financing the permanent facility. Scott Elliott made a motion to form a sub-finance committee to prepare a RFP for construction financing. Sam Leder seconded. Motion passed.

### Academic Report:

Mystica Nelmes, Principal

Mystica Nelmes gave an overview of academic status including the following points and newly implemented programs:

- CIS was 100% in Title II Audit for beginning teachers
- Spring Pictures, MAP testing – both finished and went well
- Retention letters and student intent letters being sent home
- NCFalcon for professional development – CIS finished 3 of 5 modules
- 185 day waiver – School Leadership team voted to waive adding 5 days on for students
- Calendar committee has been assembled
- Character ed program is going to be voted on by the core values comm.
- Tornado drill went well on Wednesday
- 2012-2013 budget planning underway
- Kim Hoyle offered Sumdog update (web-based math competition for 7<sup>th</sup> graders)

Donna Harkey had the following updates:

Donna Harkey, Assistant Principal

- Scheduling matrix to be complete by end of March
- PLAN scores have been distributed to students
- ESL testing is complete
- Seeking proctors for end of year testing

### PTSO Report:

Tamara Windham shared the following updates on behalf of PTSO:

- Read the current PTSO mission statement and announced intent to revise statement – discussion to continue and next planning meeting which would also focus on the budget which was on target for the year
- CIS Silent Auction on Sun 3/11
- Planning underway for next year's PTSO seats
- Planning underway for Fun Run, International Festival, Earth Day, and Teacher Appreciation week
- Discussion on moving PTSO board meeting day and elements of successful attendance.

### Teachers' Report:

Sarah Frankart

Sarah Frankart shared updates on behalf of the staff. Details found in Staff Update attachment to minutes.

### New Business

Discussion on Capital Campaign Committee. Scott Elliott made a motion to reestablish/reenergize a committee with the express purpose of determining if it is feasible or logical to hire an outside company for campaigning services with Tom Anderson as sitting BoD representative. Sam Leder seconded. Motion passed.

Scott Elliott reiterated need to move forward with seeking BoD members outside of CIS. Maureen White suggested that the BoD revisit BoD post rotation strategies.

Tom Anderson clarified CIS's plans to attend the NC Charter Association's April conference.

8:20 Sam Leder moved to go into closed session. Maureen White seconded. Motion passed. **Closed Session:** Contract matters: personnel. Open Session: 9:10 pm

Tom Anderson moved to pay Edifice approximately \$18,000.00 to cover architect costs outside of pre-construction agreements. Sam Leder seconded. Motion passed.

Maureen White motioned to adjourn the meeting. Sam Leder seconded. Motion passed. **Adjournment:** 9:15 pm.

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

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Signature

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Date

**BOD Meeting March 8, 2012  
Staff Report**

**Ms. Deiwert – 2<sup>nd</sup> Grade**

- 2<sup>nd</sup> grade is taking a week to make their very own gallon mans to teach capacity.

**Ms. Fitchett – 4<sup>th</sup> Grade**

- Using primary resources and interviews to learn more about the Integration of schools in NC in the 60s.
- Reading the book Holes and using meta-cognitive reading strategies to build our understanding.
- Adding and subtracting fractions.
- Learning about magnetism and electricity through experiments including building complete and parallel circuits, and making motors run!

**Ms. Foxworth – 1<sup>st</sup> Grade**

- Just finished a three-week unit on measurement.
- Measured length using both standard measurement (inches and centimeters) and non-standard measurement (cubes, tiles, paper clips, and footsteps).
- Measured weight using balance scales and bags attached to their own bodies, making THEM the balance scales!
- Collected cards at the end of the unit to see how the children would apply their knowledge of measuring things, and I received some very interesting results, from weighing fruits and meat to elephants and frogs!
- This week (today) is Holi, a very important holiday in India.
- Mrs. Batra led the children through a lesson about Holi to understand why this holiday is important to our sister country along with the traditions and history behind it.

**Mr. LaRue – Technology**

- “Hall of Fame”: <http://planet12010.bravehost.com/CISHallOfFame.html>
- My students have been very diligent. They are truly amazing.

**Ms. Giraldo – Spanish**

Dear Board of Directors,

I would like to take this opportunity to express my sincere gratitude, to Ms. Nelmes, and Ms. Harkey for their commitment to the teachers. They are a group of dedicated professionals, who have demonstrated leadership in many areas. My teaching is constantly improving, because of the quality of the professional development I get from the PLC meetings they both facilitate. As an educator, I am thankful, for being challenged in my teaching methodologies, supported in my ideas, encouraged to try new things and, recognized for my efforts. I am honored to work for such a wonderful group of people, that carry themselves in such an admirable way, and also have so much warmth in their hearts.

Now as a parent, I also thank you for all you are doing for my daughters' education. They love your arrangement of meetings during the school day. We all know that means more work for you, and they are thankful they get to go home early. “You Rock!” as they say!