

**Cape Fear Center for Inquiry
Minutes from Board of Directors Meeting
June 21, 2011**

Attended by:

Tom Hayes, Brenda Carey, Todd Godbey, John Johnson, Harden Barker, Joan Marshall, Teresa Spanos, Indira Grimes, Eddie Caropreso, Florence Martin

****ex-officio members:***

Brian Corrigan, Pam O'Dell, Pauline Piner, Rene Lemons-Matney, Eden Avery

Absent: Jeanne Swafford

Visitors:

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| 7:00 PM | Meeting Called to Order | Tom Hayes |
| 7:02 PM | Introduction of Board Members | Tom Hayes |
| 7:03 PM | Request Motion to Extend Meeting by 1 Hour <ul style="list-style-type: none"> • Brenda Carey - Motion to Extend Meeting by 1 Hour • Todd Godbey - Motion Seconded • Have Motion and Second. All those approving extending the meeting by 1 hour signify by Saying Aye - 10 Ayes. • All those not approving extending the meeting by 1 hour signify by Saying Nay – 0 Nays • Motion Carried with 10 Ayes | Tom Hayes |
| 7:04 PM | Tom Hayes requests Board Secretary draft Letter of Appreciation to Apostolic Tabernacle Church <ul style="list-style-type: none"> • Letter to be drafted and sent to Board for Approval - John Johnson charged to draft letter | Tom Hayes |
| 7:05 PM | Request Motion to Appoint Harden Barker as Parliamentarian for June, July and August Meetings <ul style="list-style-type: none"> • Brenda Carey - Motion to Appoint Harden Barker as Parliamentarian for June, July and August Meetings • Joan Marshall - Motion Seconded • Have Motion and Second. All those approving to Appoint Harden Barker as Parliamentarian for June, July and August Meetings signify by Saying Aye - 10 Ayes. • All those not approving Appoint Harden Barker as Parliamentarian for June, July and August Meetings signify by Saying Nay – 0 Nays • Motion Carried with 10 Ayes | Tom Hayes |
| 7:07 PM | Request Motion to Approve Board of Directors Meeting minutes from May 17, 2011 meeting <ul style="list-style-type: none"> • Eden Avery (Start ~4:30) – Request for meeting minute clarifications in the Executive Committee heading <ul style="list-style-type: none"> ○ Question raised during May Board of Directors meeting regarding ballots not being signed ○ Question minutes do not reflect Board of Directors votes for Board membership ○ Questions conflict of interest with Teresa Spanos voting for Board membership ○ Addition to show Teresa Spanos re-elected to Board as a Community Member • Eden Avery – Request for meeting minute changes in the Directors Report heading <ul style="list-style-type: none"> ○ Addition of Michele Hair’s comments regarding TEC Committee recommendations ○ Question Conflict of Interest Policy in teacher’s leaving closed session ○ Question Conflict of Interest Policy in John Johnson and Todd Godbey leaving closed session ○ Requested corrections to be forwarded to Board Secretary • Tom Hayes (Start ~7:04) – Corrections were noted, although Tom Hayes’ recollection members left voluntarily. Does not believe minutes should reflect what Edén said, we should figure out who left voluntarily and put that in the Board minutes. • Todd Godbey (Start ~7:33) – Recounts he was not made to leave. In the discussions we had were if you felt compelled to leave, you left. If someone else on the Board had a conflict of interest and suggest you leave, if there was a disagreement we could bring it to a vote. Recalls no one brought it to a vote, everyone left on their own. | Tom Hayes |

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| | <ul style="list-style-type: none"> • Harden Barker (Start ~8:06) – Todd, I have to respectfully disagree with you that Michelle Hair and I both were under the impression that the conflict of interest that we had or supposedly had (pause) we were told to leave. I asked at that point what the procedure was for that to happen because I understood the Conflict of Interest Policy stipulated that the Board needed to have a vote and that vote did not transpire. So there was disagreement between Michelle Hair and myself and Michele at that point voiced her point that at the previous month's Board meeting we (employees) were not voted on to leave. I agreed with that, which is why I asked the Board about the procedure. I cannot speak for Pauline Piner or anyone else but we were asked to leave. • Pauline Piner (Start ~9:02) – Recounts under her impression that she was not asked to leave during the May Board of Directors meeting. However, Pauline recounts that during the April Board of Directors meeting she was asked to leave. During the May Board of Directors meeting Pauline volunteered to leave. • Teresa Spanos (Start ~9:49) – Recounts Conflict of Interest Policy does not prohibit Board Member voting in Directors election. Cites Roberts Rule of Orders Article 8. • Rene Lemons-Matney (Start ~10:35) – Recounts she left voluntarily. • Tom Hayes (Start ~10:52) – Would Board be comfortable with the minutes stating the several teachers left who were under the impression they needed to leave not voluntarily. Request to amend minutes as appropriate. • Todd Godbey (Start ~11:35) – Recounts no one was made to leave, everyone left on their own. • Tom Hayes (Start ~11:53) – Meeting minutes to be amended with wording that is appropriate. • Eden Avery (Start ~12:06) – Recounts not a full discussion at that meeting and there had been prior discussions. People were expected to leave without discussions of what their relationships and how they were affected by the Conflict of Interest Policy. • Tom Hayes (Start ~12:44) – Table meeting minutes approval. To be amended and put before Board for approval. <p>Motion to Approve Board of Directors Meeting minutes not made. Request comments sent to Board's Secretary for Meeting minutes revision.</p> | |
| <p>7:19 PM</p> <p>7:25 PM</p> | <p>Visiting Faculty</p> <ul style="list-style-type: none"> • Indira Grimes (Start ~14:17) – PowerPoint Presentation "CFCI Moving Forward" <ul style="list-style-type: none"> ○ Reference Attachment 2 – CFCI Moving Forward by Indira Grimes_PowerPoint Presentation ○ Reference Attachment 3 – CFCI Moving Forward by Indira Grimes_PowerPoint Presentation Speaker Notes ○ In summary, my suggestions for the benefit of CFCI's future are: <ul style="list-style-type: none"> ▪ 1: Use the evaluation flowchart and always remember to abide by our Communication Agreement. The Board must ensure the flowchart is being utilized when discussing contract renewal. ▪ 2: Consider better timing to vote on and/or deliver news of this magnitude. ▪ 3: Revert to the Robert's Rules of Order regarding conflict of interest. ▪ 4: Revert to the previous wording on teachers' contracts. • Sarah McCorcle (Start ~21:10) – Teacher at CFCI for 9 years <ul style="list-style-type: none"> ○ Discusses Ms. Lambe and Ms. Tremon-Jenkins ○ Last year the Teachers and Administration Team created flow chart together outlining steps to be taken for teacher's contracts and evaluation. ○ Sarah does not feel these steps and procedures were followed. ○ Sarah believes the way this was handled was very unprofessional. ○ Disheartened these events have taken place. Caused her to question the direction CFCI is moving. ○ This has had a direct and negative impact on teacher morale as well as creating a division between faculty and administration. ○ Understands the importance of Director handling day to day decisions. However | |

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| <p>7:27 PM</p> <p>7:30 PM</p> | <p>contract renewal is not a day to day matter. It should be given time and due diligence necessary to make well informed decisions, even if this means delaying these processes to do them correctly.</p> <ul style="list-style-type: none"> ○ Teachers felt confident if there were problems that the proper procedures based on CFCI standard would be followed. Measures would be taken to help give teachers clear, accurate information according to the agreed upon standards about the contract renewal process. ○ Hopes that together the school can move forward in a positive direction to stay true to its essence, mission and vision of CFCI. <ul style="list-style-type: none"> ● Beth Carter (Start ~23:21) – One of the Founders of CFCI <ul style="list-style-type: none"> ○ First I want to say this is how this school started with a lot of people who wanted something better for their kids. This is heartening to see you all here. We started in libraries and churches. ○ No knowledge of a formal poll of what the teachers felt, we are speaking as individuals. ○ It is important to hear everybody, and to figure out what is going on and deal with it. My hope is after tonight we can say “wow, what’s next for CFCI and its students”. ○ Truth is, what’s next is truly exciting. An opportunity to finally realize our own building with a fully functional indoor living space and outdoor living space. ○ Start of CFCI with parent involvement. ○ Dreamed of our own school building. ○ In the beginning when teachers were involved in every decision in every operation of the school, it was a bumpy time. ○ I believe our Admin team has done a great job making the school feel more stable for teachers and for students. ○ I’m sorry for the way the non-renewal of these 2 teachers contract was handled. ○ Communication was not in keeping with our social curriculum that we practice. ● Nancy Kachadurian (Start ~26:01) – Teacher at CFCI for 11 years <ul style="list-style-type: none"> ○ Excited for the future of our school ○ Hopes the words spoken here by both faculty and parents help move us in the right direction ○ Believe in CFCI, believe I am respected as a professional, I want to be a positive part of helping this school move forward ○ Two faculty members were recently let go this year and will be missed, believes this was the right choice for them and for us ○ I do wish it was handled differently and I must believe due process was followed in that decision and will be followed in the future ○ Community and Faculty still here to move forward, move forward with a positive voice, move forward together. | |
| <p>7:33 PM</p> <p>7:35 PM</p> <p>7:37 PM</p> | <p>Visitors – 2 Minute Agenda</p> <ul style="list-style-type: none"> ● Kirsti Kreutzer (Start ~29:05) – Daughter in Ms. Rene’s class <ul style="list-style-type: none"> ○ Waited an entire year and grateful for the school ○ Should have found out class size increased from the Board not a friend ○ Concerned with class size increase from Administration/Board of Directors ○ Email read from Kim Katrell – Children graduated CFCI, she is appalled Ms. Lambe’s contract not renewed. ● Misha Capra / Jennifer Eddins (Start ~31:48) – students, graduated 8th grade this year <ul style="list-style-type: none"> ○ CFCI has definitely changed; we learned a lot from Ms. Lambe; CFCI has changed in the past years ○ Disappointed younger siblings will not have Ms. Lambe ○ Support Ms. Lambe ● Cameron Hart (Start ~33:31) – student, just graduated this year <ul style="list-style-type: none"> ○ Suspended for “bullet” belt 10 days, felt not appropriate punishment when other students were suspended for 5 days for alcohol | |

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| <p>7:39 PM</p> | <ul style="list-style-type: none"> ○ Felt Mr. Corrigan talked down to me and pretty much said to me I would fail ○ The decision to let Ms. Lambe go will be a decision the school will regret ○ Ms. Lambe is the best teacher I ever had ● Angela Azia (Start ~35:25) – Parent of Cameron Hart <ul style="list-style-type: none"> ○ Consistent overreactions by administrative staff and Director regarding Cameron Hart ○ Feel due to his appearance possibly treated unfairly ○ “Bullet” belt did not contain gunpowder, just empty shells, and a belt that reflects his style. He was suspended for 10 days ○ Another student suspended for 5 days because of alcohol. Same student with 2nd offense because of a knife pulled out received 3 day suspension; these suspensions did not total the 10 day suspension Cameron received ○ Tried to appeal this action to the Board, sent a letter to the Teresa Spanos. Teresa replied directing her back to Mr. Corrigan. Both parents met with Mr. Corrigan. ○ Feels there was dishonesty involved. There was an officer involved when police were called. Angela requested a copy of the police report; officer replied there was no police report as nothing illegal had been done, was an overreaction. Mr. Corrigan told her the belt was confiscated by the officer; the officer did not take the belt. Officer stated Mr. Corrigan asked him to take the belt otherwise he would throw the belt in the trash. ○ Believes the case with the belt was documented falsely. | |
| <p>7:42 PM</p> | <ul style="list-style-type: none"> ● Theresa Lambe (Start ~38:02) – Teacher <ul style="list-style-type: none"> ○ Remind everyone what matters most to all of us – kids. ○ My students deserve my best, all day and every day. CFCI is filled with teachers that feel the same, working longer hours with fewer resources, scrounge for materials, move their own belongings, and make whatever sacrifices are necessary for their kids. Those teachers are your most important resource. ○ Their ability to do their job well have the most direct impact on the kids . ○ The recent events at school are merely highlighting events and a string of things that have left teachers feeling powerless, afraid and intimidated; I can speak tonight because I am moving on but there are many teachers who can't speak because they know the consequences for speaking out. ○ Marvelous opportunity to do something different here at CFCI to live by a social curriculum that values the worth and dignity of each person. ○ Some have acknowledged mistakes were made during contract decisions this year, while that admission is appreciated it is not enough. In order for your teachers to be their best for your kids, you must assure your teachers they are valued, respected and that this will never happen again. ○ Even now I believe in CFCI, its vision, its potential and in its passion of the teachers and the dedication of its parents and the possibility of its students. ○ CFCI is better than this ○ Kids deserve CFCI's best, and I'm counting on you to provide the leadership to make that possible | |
| <p>7: 44 PM</p> | <ul style="list-style-type: none"> ● Sarah Eddins (Start ~40:50) – 3 Children in CFCI <ul style="list-style-type: none"> ○ CFCI community was special prior to last week; everyone worked together like one big family, teachers, parents, student and faculty. ○ Several of us are upset about some actions and decisions made last week when two teachers being let go and the way it was handled. The handbook states that because we have the unique opportunity as professional decision makers our professional responsibility to be prepared. Is this being responsible when two teachers were asked to leave the building with police presence on school property? ○ Was it responsible and safe for our children; was this whole incident necessary? Was it professional? How were our kids affected? Did anyone take that into consideration? Handbook also states that CFCI is obligated by law to record reportable offenses, one of which is Disruption of the Learning Environment. Jennifer and her peers and Ms. TJ's students were impacted and upset. This was | |

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| <p>7:48 PM</p> | <p>definitely a Disruption of their Learning Environment.</p> <ul style="list-style-type: none"> • Elizabeth Elrod (Start ~43:11) – Parent <ul style="list-style-type: none"> ○ Daughter Anna is in Ms. TJ’s class, son David in Ms Lambe’s class. ○ Read daughter’s letter to Ms. TJ. Anna, loves Ms. TJ; Ms. TJ was the best teacher I ever had; even though I am new to the school, CFCI is the best school. ○ Very upset daughter lied to and then was teased. She was told if a new teacher was hired she would be brought in and introduced. Doesn’t appreciate how the children were treated. ○ Ms. TJ’s classroom was emptied. ○ Upset because children are the most important thing and their interest shoved aside and other peoples interest were put first. ○ 6 people on wait list have called asking “what is going on”. ○ Future parents are questioning if their children should come to CFCI. | |
| <p>7:50 PM</p> | <ul style="list-style-type: none"> • Rob Russell (Start ~45:22) – Parent <ul style="list-style-type: none"> ○ Five years ago, they were 26th on wait list, were on vacation when they got the call. They packed up from vacation, excited they were going to CFCI. ○ Ms. Rene, “We didn’t know how important she was” ○ Parents and teachers are different than public school. ○ Amazing to see this new school and what we are in for next year ○ Don’t want it to be new school; only a new building. ○ Hope to return to an atmosphere of professionalism within the administration ○ It is not okay to say it is a mistake because so many young lives are affected ○ Thankful for community to hear our concerns, feedback is powerful | |
| <p>7:52 PM</p> | <ul style="list-style-type: none"> • Maddie Russell (Start ~48:07) – Student <ul style="list-style-type: none"> ○ 5th grade next year ○ Was looking forward to Ms. Lambe ○ Talks about her other teachers and hopes this never happens to them • Dave Jenkins – States he did not sign up, requests to see sheet • Jayce Schmidt – Unavailable to speak, had to leave | |
| <p>7:55 PM</p> | <ul style="list-style-type: none"> • Amy Ball (Start ~50:58) – Parent, 3 children at CFCI <ul style="list-style-type: none"> ○ Concern tonight is the communication and how she learned of the shocking news of non-renewal of teacher contracts is unacceptable ○ Parents concerns have been met with roadblocks and avoidance ○ This is not what was meant in the school motto as “nurturing” ○ Volunteers are becoming disillusioned, morale of teachers is fading and students are moving away | |
| <p>7:57 PM</p> | <ul style="list-style-type: none"> • Trish Alletzhauser (Start ~53:05) – Parent <ul style="list-style-type: none"> ○ Daughter Isabella is in Ms. TJ’s class, and her whole family has been affected ○ Ms. TJ was fabulous in the classroom and she worked with Trish to make Isabella the best 2nd grader she could be. Isabella’s reading and writing levels shot up and very grateful for everything Ms. TJ did ○ Disappointed she did not have opportunity to tell the Board this before she was dismissed. No one asked for the positive, it is her understanding the Board only heard the negative. Many other parents could have said the same about the things Ms. TJ did in the classroom. ○ Ms. Allenhauser is a public high school teacher ○ Do not believe the Board of Directors wanted it to go this way. The Board did not want her child to think she was abandoned, and that is what happened. | |
| <p>7:59 PM</p> | <ul style="list-style-type: none"> • Isabella Henderson (Start ~55:40) – Student in Ms. TJ’s class <ul style="list-style-type: none"> ○ Liked Ms. TJ, she taught me a lot ○ Made me feel happy ○ Sad Ms. TJ not my teacher any more ○ If you asked what a great teacher she was I could have told you, but no one asked me. | |
| <p>8:00 PM</p> | <ul style="list-style-type: none"> • Lee Henderson (Start ~56:36) – Parent of Isabella Henderson | |

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| 8:02 PM | <ul style="list-style-type: none"> ○ Disappointed with Ms. TJ’s removal disrupted the last 3 weeks of the year ○ Last 3 weeks of Isabella’s class was spent getting to know a new teacher, not spent not reviewing the past year and preparing for next year ○ The decision made did not help anybody in the class and did not put children first ● Tracy Pardieu – Did not step forward to speak ● Shannon Messerschmidt (Start ~58:06) – Parent <ul style="list-style-type: none"> ○ Daughter in Ms. TJ class ○ Part of CFCI team for several years as a substitute teacher ○ Seen change that is good and bad and that is expected, but never the nightmare of last 3 weeks ○ Pettiness and sneakiness were never a part of CFCI ○ Ms. TJ big part of lives, she was one of the best teachers I had ever known, worked with and been around ○ To have my daughter in her class was amazing; her patience with her kids and her families is unlike any others ○ A prior child lost her mother to cancer and I was there every day. Did any Director try to connect with that child or the family? No. She did, she took the kids to dinner, tried to lend a hand with the pain they were dealing with. ○ Believes Brian Corrigan should not come back | |
| 8:04 PM | <ul style="list-style-type: none"> ● Megan Messerschmidt (Start ~1:00:31) – Student 7th grade <ul style="list-style-type: none"> ○ Was in Ms. TJ’s class for 2 years ○ When I had Ms. TJ I was excited to come to school. She was amazing and understood the kids, she respected them, she changed our lives ○ I don’t understand why Mr. Corrigan wants me to lose these amazing teachers ○ Almost all the kids in every room don’t understand why he is the Director ○ If he thinks this is going to help our school Mr. Corrigan needs to wake up ○ He has no respect for any of the kids | |
| 8: 06 PM | <ul style="list-style-type: none"> ● Dan Tynan (Start ~1:02:19) – Daughter rising 7th grader <ul style="list-style-type: none"> ○ Need strong independent Board that doesn’t have to look over their shoulder when it makes controversial decisions ○ This is our 4th school, including home schooling ○ Believes it was the right decision ○ Were there mistakes made? Sure there were. Could the communication been handled better? Absolutely. This is a good place to start, don’t you think. ○ Supports the decision not to renew the contracts, what we need most is a strong and independent Board, not swayed by the passion of a few | |
| 8:08 PM | <ul style="list-style-type: none"> ● Sandra Warnick (Start ~1:04:20) – Parent of rising 6th grader <ul style="list-style-type: none"> ○ The Board needs to be reminded it is working for the parents and teachers of CFCI and they need to have an independent voice ○ The school Administration needs to be reminded that without the parents and children they would not have a school. ○ Clearly communications have been terrible ○ This is not just about one or two teachers, it’s about the teaching community and what it has done to their security. ○ Challenge the Board to review the procedures for contract renewal, be independent and give them their due process | |
| 8:10 PM | <ul style="list-style-type: none"> ● Terri Mann (Start ~1:06:45) – Parent of 7th/8th grade at CFCI <ul style="list-style-type: none"> ○ Told by public school daughter thought outside of box ○ Promised them if they passed her she would not be back ○ Rumors make CFCI more traditional school ○ CFCI saved daughter academically ○ This should not become us vs. them between Administration and staff ○ Requests Board members get communication from the parents, the students so that they can make better judgments | |
| 8:13 PM | <ul style="list-style-type: none"> ● Jill Rodzik (Start ~1:08:56) – Parent 3rd grade son | |

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| <p>8:14 PM</p> | <ul style="list-style-type: none"> ○ Excitement and energy at CFCI is unlike any other school ○ Passion of CFCI ○ Board to foster that energy of parents and teachers thinking outside the box ○ Need to find a way to change timing of contract renewals to not impact the children and keep morale of teachers ● Skyler Davidson (Start ~1:10:18) – Rising 8th grader <ul style="list-style-type: none"> ○ Read several comments from fellow students about Ms. Lambe ○ “You made me laugh and be comfortable around 8th graders” ○ “She knew how to bring out the best in me , she taught me to love to read” ○ “She never lied to me” ○ “You always made me laugh no matter what we were learning. I learned so much from you” ○ “Since kindergarten I dreamed about being in your class. Now it’s never going to happen” | |
| <p>8:16 PM</p> | <ul style="list-style-type: none"> ● Amy Woodcock (Start ~1:12:32) – Parent <ul style="list-style-type: none"> ○ Testament and support to Ms. Lambe we will miss her very much ○ Talk about trust the way the teachers seemed like they weren’t respected, seems like that were judged unfair and wrong how they were fired and I wonder why things are not more transparent ○ I think as parents we want to know that our Administration is following procedures that our staff is protected and feels safe and that they are considering what effect their actions will have on our children. I don’t understand how and I think some kind of procedure needs to be in place, not that we know so much that we know their personal business but that we know they were fairly treated. | |
| <p>8:18 PM</p> | <ul style="list-style-type: none"> ● Julie Mana (SP?) – Did not step forward to speak ● Tucker Davidson (Start ~1:14:18) – Parent, wife has been Partnership President <ul style="list-style-type: none"> ○ Needs to be a better understanding of and clear definition of the performance review process at CFCI ○ From a business perspective this makes sense for teachers and CFCI as a whole. ○ The company I work with sets performance expectations at the beginning of the year and quarterly discusses and reviews the progress towards these expectations throughout the year. Not only do I have a clear picture of where I stand in relation to my job performance, but also protects the company from HR issues. ○ If we are better able to define and standardize the performance review process at CFCI we will protect our school and our valuable teachers. | |
| <p>8:20 PM</p> | <ul style="list-style-type: none"> ● Charles Lode (Start ~1:15:47) – 1st 8th grade graduating class <ul style="list-style-type: none"> ○ Went to private school at Cape Fear Academy, was a C / D student, barely got by, did not function well in the classroom environment. ○ Was a handful, she always knew how to deal with me. ○ Ms. Lambe sat me down she took the time, said your hyperactivity was not going sell out the easy way, we were going to work through this, and I have love for learning ○ Graduated high school and accepted at Stanford. Working towards Masters of Divinity at Georgetown University. ○ She is one of the best teachers. This is not about a job; it’s rare to find an individual that embodies the passion and vision that CFCI represents. And that’s what you are losing. Not a job opening, not just another space you can fill, you are losing a person that completely fulfills what CFCI means. | |
| <p>8:22 PM</p> | <ul style="list-style-type: none"> ● Debbie Kinsey (Start ~1:17:51) – Parent <ul style="list-style-type: none"> ○ Daughter in CFCI was in first graduating class, been here since before the doors opened ○ To say I am disappointed would be an understatement ○ I shared my concerns with Mr. Corrigan and feel I should really share them with everyone here tonight ○ As a different and unique school that there did need to be different entities, there | |

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| | <ul style="list-style-type: none"> ○ Have Motion and Second. All those approving Policy 415 Academic Integrity as written signify by Saying Aye - 10 Ayes. ○ All those not approving to Approve Policy 415 Academic Integrity as written signify by Nay – 0 Nays ○ Motion Carried with 10 Ayes ● Policy and Procedures Committee to reconvene regarding tardy policy with teachers at 1st of year ● Policy and Procedures Committee to discuss New School Policy regarding: <ul style="list-style-type: none"> ○ Visitors ○ Car line pick up ○ New Student Parent Handbook to be published in July ○ Re-align Student Parent Handbook to be more user friendly ● Administrative Assistant Job Description discussion <ul style="list-style-type: none"> ○ At May meeting, Board approved incorrect version of the Administrative Assistant Job Description. ○ Brenda Carey asks Pam O’Dell if she is happy with the job description as written. Pam O’Dell replies “Yes” ● Request Motion to Approve Administrative Assistant Job Description as written <ul style="list-style-type: none"> ○ Todd Godbey - Motion to Approve Administrative Assistant Job Description ○ Teresa Spanos - Motion Seconded ○ Have Motion and Second. All those approving the Administrative Assistant Job Description as written signify by Saying Aye - 10 Ayes. ○ All those not approving to the Administrative Assistant Job Description as written signify by Nay – 0 Nays ○ Motion Carried with 10 Ayes | <p>Pam O’Dell</p> <p>Brian Corrigan</p> <p>Tom Hayes</p> |
| <p>8:38 PM</p> | <ul style="list-style-type: none"> ● Directors Goals and Objectives (Start ~1:36:24) – PowerPoint Presentation <ul style="list-style-type: none"> ○ Reference Attachment 5 – CFCI Director Goals and Objectives for the 2011/2012 School Year ● Standard #1 (Communication) <ul style="list-style-type: none"> ○ Implement the development of a more user friendly school website that will be easier to navigate and easier for school personnel to update. ○ Do a feasibility review of “Call Plus” or other calling program which will automatically call all parents with important information. ○ Create a school wide parent e-mail distribution list. ○ Experiment with blogging. ● Standard #2 (Implement vision and initiatives) <ul style="list-style-type: none"> ○ Support the Strategic Planning Committee in the update writing of the CFCI strategic plan. ○ Post the CFCI Mission Statement in every classroom. ● Standard #3 (Teams) <ul style="list-style-type: none"> ○ Create a more organized faculty committee structure that is clear and published. This structure would include: members, meeting times and dates, charge, reports to staff at faculty meetings. ○ Create a process of distributing minutes from these meetings to whole staff. ● Standard #4 (Social Curriculum) <ul style="list-style-type: none"> ○ Implement and participate in professional development (especially with the new faculty) around Teaching Children to Care and Responsive Classroom. ● Standard #5 (Teaching and Student Learning) <ul style="list-style-type: none"> ○ Facilitate the collaborative creation of a more clear evaluation procedure and tool for faculty and staff and create an end of year summative procedure/documentation for faculty and staff ○ Become more efficient and proficient with the NC Beginning Teacher Evaluation System. ● Standard #6 (Policies) <ul style="list-style-type: none"> ○ Categorize student/parent handbook in a more user friendly fashion. | <p>Brian Corrigan</p> |

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| | <ul style="list-style-type: none"> ○ Seek parent membership on this committee. • Standard #7 (External Relationships) <ul style="list-style-type: none"> ○ Document volunteer hours within the school and acknowledge bi-monthly a volunteer by writing a piece in the newsletter about their dedication and commitment to CFCI. • Standard #8 (Support BOD) <ul style="list-style-type: none"> ○ Send out weekly updates to BOD via e-mail on the on-goings of the school that week. • Ms. Rene Lemons-Matney – Comment that a 1 day Administrator Training course is available in Virginia for less than \$200 plus hotel <ul style="list-style-type: none"> ○ Opportunity to network with other school administrators ○ Heard parents comments concerns this evening a need for consistent implementation of policies • Brenda Carey – Is this the same traditional administration training as public school <ul style="list-style-type: none"> ○ Ms. Rene Lemons-Matney – No, this is social curriculum specific for Administrators. The same social curriculum training for teachers is a week long course and considerably more expensive. • Eden Avery – Mentioned during Director’s review in January to have Brian attend additional training <ul style="list-style-type: none"> ○ Ask Board members to review results of last year’s Directors Survey ○ Make community survey available again for all Board of Directors ○ With 190 respondents to survey, it is valid to review again against Brian’s Goals and Objectives ○ Look at adding this discussion to the July or August agenda • Brenda Carey – Email Michael Zentmeyer to schedule time to review results <ul style="list-style-type: none"> ○ Michael Zentmeyer – Administration is moving Tuesday 28th, Wednesday 29th, Thursday 30th • Eden Avery – What are the concerns for not general availability of the survey results to Board members at their leisure <ul style="list-style-type: none"> ○ Tom Hayes – concern is survey is meant to be for the Board and private. The Board had voted previously to keep this private amongst the Board. ○ Eden Avery – seems to be a deterrent to make a special arrangements to review the results. Do not want to hinder Board members from reviewing the results. • Real Estate Contract Renewal (Start ~1:50:26) <ul style="list-style-type: none"> ○ To be discussed during Closed Session later during meeting | |
| 8:58 PM | Break | Tom Hayes |
| 9:01 PM | <p>Executive Committee (Start ~2:00:43)</p> <ul style="list-style-type: none"> • Tom Hayes – Committee composition report with charges, dates and times <ul style="list-style-type: none"> ○ Reference Attachment 10 – CFCI Subcommittee Descriptions and Definitions ○ Requests Board members review the list of subcommittees ○ Request Board members email Board Secretary with requests <ul style="list-style-type: none"> ▪ Special Requests for members for the Finance Committee and the Strategic Planning Committee • Ms. Rene Lemons-Matney – Discussed during Faculty meeting the term of membership for subcommittees <ul style="list-style-type: none"> ○ Request to not limit the terms of faculty members on the subcommittees ○ It is more important to have members that are interested in being on the subcommittees, that have the skills to be on the subcommittees and to maintain some continuity, e.g., Ms. Rene has no desire to be on Finance whereas Harden Barker and Joanne Brinkley love Finance • Tom Hayes – The report states ideally the members would not serve more than two years, not a matter to rotate for sake of rotation. The term limits are only a suggestion. <ul style="list-style-type: none"> ○ Harden Barker – Can this conversation be added to the text of the report? ○ Tom Hayes – Yes, that can be added to the report • Tom Hayes – reminder that we do need Board members to serve on at least one (1) | Tom Hayes |

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| 9:07 PM | <p>Conflict of Interest (Start ~2:04:52)</p> <ul style="list-style-type: none"> • Reference Attachment 11 – Amendment 1 - Conflict of Interest • CFCI Tom Hayes – Brought to our attention that the Conflict of Interest Policy is not only new, but is being enforced erratically. Believes Conflict of Interest Policy is actually a pretty good policy, just has not been enforced correctly in the past. Entertaining all Board comments. • Harden Barker – Quotes the Conflict of Interest Policy: <ul style="list-style-type: none"> ○ The Board may adopt conflict of interest policies requiring <ul style="list-style-type: none"> ▪ Regular annual statements from officers and key employees to disclose existing and potential conflict of interest; and, ▪ Corrective and disciplinary actions with respect to transgressions of such policies ○ Those are examples, the Board needs policies that how this will be implemented, because that’s part of the issue we currently have. • Todd Godbey – Executive Committee discussion was not the policy itself, but about the procedure to carry out the policy • Eden Avery – Important to remember we are a relatively small community and Board of Directors where multiple hats within the community and that we will relationships with people we are talking about or have had experiences with them. <ul style="list-style-type: none"> ○ We have to balance that potential conflict of interest with we need to have enough Board members to participate in the discussion ○ Just because you work with somebody or have a relationship should not dismiss you from discussion and input ○ Should be a part of the discussion and provide factual information that may not be able to be provided ○ Reiterate what Harden said that it is imperative the policy should be implemented fairly for all Board members and across all issues • Tom Hayes – So do you feel we should amend this policy or just enforce it in a more uniform fashion? What is your suggestion Indira? • Indira Grimes – The suggestion that I had in my presentation was to amend it. I think we are all professionals here and I can make the decision if I should abstain from voting. • Brenda Carey – Recalls the Conflict of Interest Policy came from a recommendation of legal <ul style="list-style-type: none"> ○ We have to have some sort of Conflict of Interest Policy and how it is acted upon needs clarity. For clarification, who would this fall upon to clarify this procedure, Policy and Procedures Committee? ○ Brian Corrigan – That would be the Board. • Teresa Spanos – The issue on the agenda is the implementation and standardizing and creating a procedure for the implementation of the Conflict of Interest Policy as it is. <ul style="list-style-type: none"> ○ Tom Hayes – Since the item is on the agenda we should discuss to decide what we are going to do. • Rene Lemons-Matney – Since it is 9:20 PM and have a lot of items on the agenda, I think we should defer this to next month. All of the Board needs to look at this policy before next month’s meeting and think about what our suggestions would be on how to consistently implement this and come back to it. • Todd Godbey – Rather than table the issue, charge to Executive Committee <ul style="list-style-type: none"> ○ Board members are requested to send their suggestions to a member of the Executive Committee and they then draft Conflict of Interest policy and implementation. ○ Tom Hayes – A big part of the problem is how it affects teachers and there are no teachers on the Executive Committee • Harden Barker – Recommend this go to Procedure and Policy Committee to develop how to implement this policy. <ul style="list-style-type: none"> ○ Brian Corrigan – Policy and Procedures Committee was built to address issues of the school and not the Board | Tom Hayes |

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| | <ul style="list-style-type: none"> ○ Rene Lemons-Matney – comfortable with this starting with the Executive Committee as long as it comes back to the Board in draft form. ● Tom Hayes – Ask the Board members to come up with some suggestions and forward to an Executive Committee member and then discuss in the next Executive Committee meeting <ul style="list-style-type: none"> ○ Eddie Caropreso – Suggestions for what? We need a specific charge to respond and constrain some of this ambiguity ○ Brenda Carey – Discussion in past few meetings how this is unclear, when someone should leave, when they shouldn't ○ Eddie Caropreso – Suggest capturing those events and providing them to new Board members to have in front of them to deem what is not clear and what needs change or modification. Has to sign a Conflict of Policy each year that is financial in nature. ● Eden Avery – Current Conflict of Interest Policy appears to be specific to financial interests <ul style="list-style-type: none"> ○ The sole conversation started as financial and has morphed into the potential conflict interest teachers may have, parents may have ○ Tom Hayes – I would disagree with most of that ● Rene Lemons-Matney – So what is being asked of the Board members ● Tom Hayes – Each member is asked to come up with a suggestion as how to implement the Conflict of Interest Policy and / or amend it and forward to a member of the Executive Committee. And then it will be brought to the Board for a full discussion as a draft, as a working document before the full Board | |
| <p>9:20 PM</p> | <p>Non-Renewal Procedures (Start ~2:17:35)</p> <ul style="list-style-type: none"> ● This is the first time we have had such a big issue with non-renewals and possibly the first time we have not renewed a contract. There were some glitches and the Executive Committee felt like we should come up with some procedures. Tom Hayes believes that it should be charged to the Policy and Procedures Committee to come up with a procedure ● Brian Corrigan – I think it would start with Policy and Procedures Committee, however we won't bring it to the Board until we bring it to the teachers first, so looking at November maybe before bringing it back to the Board ● Tom Hayes – I do not think that timeframe will be a problem ● Teresa Spanos – With all the parents' concerns, there should be a parent voice in designing those procedures ● Hardin Barker – Questions the November timeframe, will this be implemented for 2011/2012 or 2012/2013 <ul style="list-style-type: none"> ○ Will there be a temporary procedure for current school year ○ Tom Hayes – don't think we are talking about the actual teacher reviews, being discussed now is the what happens if a teacher's contract is not renewed. I think how the teachers are evaluated is another discussion. ● Todd Godbey – this issue will not come up until May 2012 <ul style="list-style-type: none"> ○ A November/December presentation to the Board of the procedure on how a contract non-renewal would be handled ● Tom Hayes – the Board will charge the Policy and Procedure to draft a procedure for handling of contract non-renewals ● Eden Avery – Faculty evaluations process needs to be addressed as well. It seems that is not clear to the teachers, and it is not clear to me as a Board member. We should be assured that due process was followed ● Indra Grimes – Believes the faculty should revisit evaluations and the evaluation flow chart <ul style="list-style-type: none"> ○ Need procedures in place ● Rene Lemons-Matney – Teacher evaluation process is in place <ul style="list-style-type: none"> ○ Changing committee of teacher evaluations, have teachers on the Board to be a part of the review committee ○ This does need work on by the faculty. ● Eden Avery – That does sound like the best method with regards to teacher policy <ul style="list-style-type: none"> ○ Board needs to be aware of what the review process is and needs more context of evaluations to operate in and that is essential for the Board | <p>Tom Hayes</p> |

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| <p>9:27 PM</p> | <p>Presentation by Ms. Tremon-Jenkins (Start ~2:25:35)</p> <ul style="list-style-type: none"> • Tom Hayes - before Ms. Tremon-Jenkins begins, she and I have had several conversations and one of the things we disagree on whether you should be presenting personnel issues tonight. I don't think it is appropriate to present your specific personnel issues, evaluations and things like that in an open forum and have offered to let you bring it to a closed committee. • Ms. Tremon-Jenkins - Thank the CFCI family for being here, and being so supportive. I want to thank the Board of Directors and Tom Hayes to allow me to present tonight. <ul style="list-style-type: none"> ○ As I talked to Tom about how the Board needed to see the whole picture of evaluations, the Board needs to see everything and some additional information the Board has not seen ○ The purpose of my presentation is twofold: <ul style="list-style-type: none"> ▪ Requesting clarification regarding the Boards decision to not renew my 2011/2012 contract; ▪ And want to provide the Board some information they have not seen during their closed session in May ○ Ms. Tremon-Jenkins distributes copies of the Veteran Teacher Review / Flow Chart to the Board of Directors <ul style="list-style-type: none"> ▪ Reference Attachment 12 – Veteran Teacher Review / Flow Chart ○ During the teachers meeting on the day I was released, the minutes show Brian Corrigan followed the three (3) year flow chart. I have gone through and addressed each section and responded to it. For example I have brought my evaluations, my action plans. My action plan was for the 3rd grade because we had flip-flopped our loop levels so we put it in for my 2nd grade. My new loop level team and I were following this action plan step by step and we were successful with it. However, there was some confusion where this action plan fits in this format and that is my question to the Board. ○ Ms. Tremon-Jenkins had a survey done with by class's parents. She wants to share copies of these parental surveys and the parent's comments from the survey with the Board since they have not seen it. ○ Question for Tom Hayes: I know he feels to bring out specifics that I need to go into closed session. I do ask if we go into closed session that my loop team level to be present and Ms. Lambe since she was also following the flow chart for her to understand that as well. ○ Ms. Tremon-Jenkins knows she teaches differently, her class learns thru arts and movement and children are engaged in learning as a part of the Brain Gym based learning. Children have opportunities to learn differently with opportunities to work individually and the class is very differentiated. That is what this school is all about and that is why she applied 8 years ago to CFCI. ○ Grateful for support/love my children/class have shown • Tom Hayes – would like to table presentation until July with closed session <ul style="list-style-type: none"> ○ There is no problem with people Ms. Tremon-Jenkins requested to be included in a Closed Session. ○ Concern is there is also a lot of information to present and Tom would like a chance to look at it • Ms. Tremon-Jenkins – agrees to make presentation during the July Board of Directors meeting in Closed Session. | <p>Tom Hayes</p> <p>Ms. Tremon-Jenkins</p> <p>Tom Hayes</p> |
| <p>9:39 PM</p> | <p>Group 6 Presentation – CFCI Parents for Clarity PowerPoint Presentation (Start ~2:38:20)</p> <ul style="list-style-type: none"> • Reference Attachment 13 – CFCI Parents for Clarity PowerPoint Presentation | <p>Tom Hayes</p> |

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| | <ul style="list-style-type: none"> • Kasey Valente – Parent <ul style="list-style-type: none"> ○ Daughter is rising 10th Grader in traditional public school after graduating from CFCI. Concerned with the transition from inquiry based learning to traditional public school since inquiry learning is all she has ever known. A few weeks into her freshman year we received a call from her 9th grade English teacher asking if we would allow her to be placed in a creative writing class for Juniors and Seniors only. Report card showed an “A” in this creative writing class and she was the only freshman allowed to attend this class. Wholeheartedly believe why she can excel a public and traditional high school setting and in life is because of the skill set she was taught by the teachers at CFCI and specifically the 3 years she spent in Ms. Lambe’s class. Heartbreaking that her rising 6th grader will not have the experience of such a talented educator that Ms. Lambe is. One of 5 speakers representing approximately 70 families in our CFCI community. We are asking for clarity on some issues we have and we have some action items we respectfully request you to consider in the future. ○ From the PowerPoint Presentation: <ul style="list-style-type: none"> ▪ Goals: <ul style="list-style-type: none"> • Clarity on recent actions • Clarity on focus back to CFCI Mission, Vision, and Non-Negotiables • Clarity on staff support • Clarity on teacher contract process ▪ Actions: <ul style="list-style-type: none"> • CFCI BOD offer CFCI Community Town Hall Meeting • Conduct an anonymous survey for staff to gauge their perception of BOD and Administrative Team • Access to committee minutes and list ○ We know the Board is all volunteers. We know your contribution to the school is not only necessary but valuable and this is a respectful request. Moving forward it is imperative to the healing and to move forward with a healthy school community in the future. We want to keep this positive and move forward in the right direction | <p>Kasey Valente</p> |
| <p>9:43PM</p> | <ul style="list-style-type: none"> • Lark Capra – 3 of 8 children have graduated CFCI (Start ~2:42:40) <ul style="list-style-type: none"> ○ CFCI is where I chose to send my 4 youngest children because of the teaching philosophy based on the book “Teaching Children to Care”. With this lesson of respect, compassion and communication along with the vision, mission and non-negotiables that our school was built. I wonder if these were the lessons learned from last month when our children watched two teachers entered school one morning only to find they were no longer wanted or needed. There was no prior communication of any problems, no warning, only a form letter handed to them as they entered the building with the words “Contract Not Renewed” highlighted at the bottom to let them know that after 9 years they no longer had their jobs. Not only were the teachers devastated, but so were the children. ○ Reference PowerPoint – Teacher Support <ul style="list-style-type: none"> ▪ Compassion? ▪ Teachers are in fear and afraid of retaliation if they question Administrative Team (90%) ▪ Many teachers are seeking employment elsewhere ▪ Evaluation reform, including parent & student input ○ These teachers were like family, we cared about them and they cared about our children. Those that received a contract are scared, looking over their shoulder before they speak. Being told to whom they can and cannot speak and speak about. ○ I asked a Board member specifically about Ms. Lambe and why her contract was not renewed since I know her and the kind of teacher she is. He told me that in her | <p>Lark Capra</p> |

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| | <p>file was an action plan and it had not been followed. He told me she was fully aware....(presentation interrupted by Tom Hayes)</p> <ul style="list-style-type: none"> • Tom Hayes – You are speaking of things that happened in a closed session regarding a personnel file that I do not believe to be true. What that Board member said is not part of the public record and my opinion what you are saying is not true. So you are repeating a rumor that is a little bit inflammatory. <ul style="list-style-type: none"> ○ Kasey Valente – We have come to ask for clarity, so if we bring you information that is not true we acknowledge that is possible. We request that you hear us out and absolutely ask you to respond “hey, we hate that this information is out there, but it is simply not true”. But please let us tell you what is out there and we do need for you guys to know that. ○ Tom Hayes – the problem I see is that you are reporting this as fact. ○ Lark Capra – three people were standing with me when I was told this. I asked three times “Are you sure?” and their comment was “Absolutely”. I’m not going to name any names. ○ Tom Hayes – if you’re not going to name any names how are we going to clear up anything ○ Lark Capra – do you want me to tell you who told me this? ○ Tom Hayes – I’m not sure. ○ Brenda Carey – this is the one and only area we are not allowed to comment on. It is difficult to imagine a Board member would say something so blatantly and if that’s the case I think we would ask you privately to say that to us. ○ Lark Capra – See what I have here (holding a Bible). This was told to me by a Board member. Would you like me to swear to on it? I’d be happy to. ○ Brenda Carey – No, no I just think...(inaudible due to multiple people speaking simultaneously) Most of us are parents here as well. We want what you want. We vote for what you want. ○ Lark Capra – Unless the Board was told this information there was no sense to vote her out. Unless you were told there was an action plan and all this stuff was in her file why in the world would you vote to approve a recommendation for her not to be renewed. It makes no sense. ○ Brenda Carey – I cannot speak on that ○ Lark Capra – You don’t have to say anything. But to not renew the teacher who exemplifies the school, you had to be told she did some pretty bad things, when there are no pretty bad things in her file. I’ll move on to something else. So, this is how it was told it went that night and it has nothing to do with anything personal. A letter was handed to the Administration from the Teacher Evaluation Committee (TEC) and this letter, this is not closed session, recommended all teacher contracts be renewed. In the past these recommendations have been accepted and approved. This letter recommended based on review of all teacher personnel files that all teacher contracts be renewed. The Administration team, minus the HR Coordinator who was on vacation, plus the Curriculum Coordinator met in closed session with whichever Board members was on the Executive Committee. The Administrative team emerged, it recommended to the remaining Board members after certain members were asked to leave due to a never before used Conflict of Interest amendment that two teachers be terminated. The Board voted in favor of the Administration’s recommendations. It would appear this was all planned out well in advance of these Board meetings. The Administration knew they were going to terminate these two teachers before they received the TEC Report and before any discussions took place and before the Board even voted. Two substitutes had been called the week before the meeting to cover these two teachers’ classes the day after the meeting. Also, there was a police officer waiting outside in case there was any trouble. What kind of process is this in a learning environment where ethics and compassion are the lessons we are supposed to be modeling for our children. We are not supposed to ask questions of those in power. And those that do ask risk being sent away. Does this sound familiar? Our | |
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| <p>9:51PM</p> | <p>mission statement and non-negotiables are would have us believe that actions of the past month go against everything we as a school say we believe in.</p> <ul style="list-style-type: none"> • Lin Summers – Parent (Start ~2:50:42) <ul style="list-style-type: none"> ○ As a parent of a rising 4th grader I stand before you tonight having never met Ms. Jan Tremon-Jenkins or Ms. Teresa Lambe prior to their dismissal. I tell you this so you understand my perspective when you hear my concerns as a parent. I have no personal connection to either teacher prior to May 18th. I am here tonight because I ask questions. I have many questions regarding what took place May 18th and the events that led up to that day. What I have surmised, and I am going to sum up some of this because they have been addressed, the Administration team appears to make and order or recommend decisions to be made on the school’s behalf. This information is sent to the 6 committees in place currently to be presented to the Board of Directors. I understand the team consists of five people. Their job description indicates they must meet weekly to maintain communications and they are required to prepare meeting minutes and distribute them to team members and ensure the Executive Committee receives these minutes. We would like to see these minutes. Seeing so much information going through the Administration team so many of our questions may be answered by reading these minutes. I am asking that someone here tonight to direct me on how we can see those minutes and are they public. <ul style="list-style-type: none"> ▪ Tom Hayes – I believe the Administration Team meeting minutes are attached to Board reports that are posted online. Is that correct? So if you go back through the meeting’s agendas the Administrative team whenever they make a report to the Board. You should be able to look through and find them. ▪ Lin Summers – I was unable to find them ▪ Tom Hayes – some of the meeting minutes are 40 to 50 pages long. You will have to look through the attachments. If you can’t find them, call me. ○ Lin Summers – they are also required to incorporate / recruit community members into the committee work. I am wondering if this referring to the 6 committees and the Administrative team as it does not appear community members are included. On the 6 committees there is at least one Administrative team member and it appears Mr. Corrigan is on all of these committees. I couldn’t determine who was on all the committees, but that has been addressed and that will be on the website, correct? The Administrative team documents the day to day business of the school, a weekly meeting with minutes of what is transpiring which is actually communicated with the board. It appears they have a large amount of control over the direction of our school, how we present ourselves to the community, hold our money, and support and hold control of our children’s education. When we chose to have our daughter attend CFCI it was not because we heard through the grapevine that the school had amazing administrators or lots of policies and procedures or Board meetings could be so eventful. We chose CFCI because we heard how amazing the teachers were; that the kids were learning the social curriculum environment and attributes with an inquiry based learning style which really reaches the children. We have a small community which shouldn’t hold secrets. The Administration team is wading in murky waters with our charter. And number six on the list which I will probably discuss later. There are a lot of things swirling around. As you know there are a lot of rumors. There are a lot of incidents that have happened. When we hear these things we begin to question the validity of them and when it is from more than one source we also get concerned. How CFCI is perceived in our community and within our own school community is considered valuable and subject to change. Currently it seems though the administration has forgotten the vision and mission. They’re pushing our school towards a traditional New Hanover County school system, possibly hoping to sit back and put the train on the tracks with a not so inquiry curriculum, with teachers who won’t question the system, and with teachers who are afraid to be | <p>Lin Summers</p> |
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| <p>9:57 PM</p> | <p>themselves. I do have faith that with input from the board with answers for our questions (inaudible). I look forward to coming out on the other side of this with a stronger and healthier CFCI.</p> <ul style="list-style-type: none"> • Tom Hayes (Start ~2:56:07) – Kym before you start we need to take a quick break. I’m not stopping, but we are at about three hours long, so we need to extend the meeting. We’ve still got an hour left on the agenda <ul style="list-style-type: none"> ○ Request Motion to Extend the Meeting by 45 minutes. ○ Brenda Carey - Motion to Extend the Meeting by 45 minutes ○ Todd Godbey - Motion Seconded ○ Have Motion and Second. Do we have any discussion? All those approving to extend the meeting by 45 minutes signify by Saying Aye - 8 Ayes. ○ All those not approving to extend the meeting by 45 minutes signify by Saying Nay – 2 Nays, Florence Martin and Eddie Caropreso excuse themselves from the Board of Directors meeting ○ Motion Carried with 8 Ayes | <p>Tom Hayes</p> |
| <p>9:58 PM</p> | <ul style="list-style-type: none"> • Kym Davidson (Start ~2:57:10) – Parent <ul style="list-style-type: none"> ○ My name is Kym Davidson a CFCI parent for 7 years. A famous North Carolina folk artist, Sam the Dot Man has coined a phrase that if we all hold hands we cannot fight in which is reflective (inaudible). So this is our platform tonight. We are forming a circle with founding teachers as members; founding teachers envisioned teachers, board members, students, administrative team members and onboard parents holding hands, figuratively of course and within this circle, our charter, it’s mission and vision. As a group of concerned parents, we thought we felt our children, teachers and staff have been left out of the system. We want to reinstate and invite all members to join with us. On June 6th a group of 40 parents met and we compared notes and we realized in the last two to three years our administrative team has repeatedly puzzled us. As we talked numerous incidents came to light. We began to question have the students best interest been considered, are they being considered? In what direction are we being met? The May 18th mishandling has sparked focus on this administrative team and brought to light signs of that do not surprise us. Tonight I am focusing primarily on board accountability and how board policies and actions affect our children. Some of this has been discussed and I don’t want to be too repetitive but at the same time I feel I need to go with what I wrote in my original presentation. I will try to leave out some things as I go along if I can remember, my nerves. Okay, for the sake of clarity I will indicate protocol when I said this is informational a lot of parents don’t understand this. We had to study board minutes, we’ve gone back years, weeks, and spent at least, gosh over 30 hours on this individually. So we tried to do our homework and it is not easy. So some of this is informational for the people that are here. The Executive Board sets the agenda, then the board of directors meeting follows with this agenda seven days later...just to make sure were on the same page. Both board meetings are presented information that seems directly or indirectly from the administrative team via committees and are these committees chosen by the administrative team? I’m not sure of that. Like Ms. Summers indicated, we can’t find all the information we need on our website. And I also would like to know if all the questions of training and orientation of board members is facilitated by our director, Mr. Corrigan. He is also responsible for the CFCI website information including information on your board page, and he isn’t on there (inaudible). This information seems to go and come quickly. Also a lot of information is there for months but also information can change on a daily basis, especially on the board page. And a lot of the information is missing. So we are just trying to show that he has a lot of responsibility and a lot of information seems to be controlled. In others words almost exclusive control, almost. That CFCI information to our board and about you comes from our director and/or our administrative team. Okay so in practicing that the most pressing subject at hand in light of this executive control is Amendment 1 which is approved February 16, | |

2010, so it is well over a year old. I am basing this presentation on understanding and the choice of usage of this policy and how it was applied May 17. It is our understanding that 7 votes were needed on teacher's contracts. Four (4) board members, it is not clear, were either asked by our board president or directed to exclude themselves or assumed they needed to exclude themselves. I think you all are going to discuss that later...those are our four teachers Rene Lemons-Matney, Pauline Piner, Michele Hair and Harden Barker. John Johnson was either asked to abstain from the vote or he abstained voluntarily, I am not sure. Just from following what I have read it is not clear. Todd Godbey I did see he did voluntarily remove himself but you will have to make that (inaudible). Yet both of these parents, the two parents John Johnson and Todd Godbey were involved in the discussion. No, not in the vote, right? No, not even in the discussion? You weren't in the discussion either? Okay, so moving on we have a slide of not necessarily who was there for the discussion of that. I want to draw your attention to Teresa Spanos and John Fuller. They were among two of the 7 who voted in favor of the non-renewal of Ms. Lambe and Ms. TJ. We have reason to believe that both members had conflict of interest in this situation. As a colleague and social friend of Ms. Lambe, Ms. Spanos had 2 sons at CFCI who were taught by Ms. Lambe for 4 years. Their children attended the same high school. Mr. Fuller's daughter was being taught by Ms. Lambe in an academic class during the time of the May 17th vote and Ms. Lambe's morning class last year. Mr. Fuller's son dated Ms. Lambe's daughter and was a student of Ms. Lambe's in the 8th grade. We understand these interests to be a conflict. Why did these board members not remove themselves? Why were they not asked by the board to abstain from the votes as the others were? Those other board members had a less clear connection to these teachers based on the definition of a conflict of interest. These votes on teacher's contracts seem to be in clear violation of the conflict of interest policy amendment. Additionally the application of the conflict of interest policy appears arbitrary and designed to eliminate certain board members. Clearly designed. It is a major concern that these votes may not be legal based on the amendment and could jeopardize our school charter. Now I looked this up and I will get to where I was at later. We are concerned about the validity. Also non board member Lori Underwood was invited to the closed session as a substitute for the Human Resources Coordinator.

- Brenda Carey – He was on vacation
- Kym Davidson – Lori Underwood was invited into the closed session. She is a non-Board member, correct?
- Tom Hayes – Yes
- Kym Davidson – That's what I read. Was this voted on as policy states? The policy clearly states that if a non-Board member enters it must be voted on and approved. As a colleague of the teachers whose contracts were in question, is this not a conflict of interest? Where's the consistency? This needs to be addressed. In reading and studying, reading and studying the conflict of interest amendment, even a member of the administrative team would have a conflict of interest, like any other teacher would. Teachers are present, make notes, other crucial, critical and important decisions concerning your school. Why are they excluded from this type of discussion and vote? While also it is common practice at other school boards, many that I looked up and asked personally, many in the city and private that I have asked, others have teachers vote on other teachers contracts just not their own. So on the flip side of this, is it not a conflict of interest for the administrative team member be social friends with one of these teacher's replacements? Community members have noted a long standing social relationship between one the new hires and the human resources coordinator. If this is the case, then wouldn't that constitute a conflict of interest? How exactly is this defined in these terms? Who determines the conflict of interest, how and exactly and when is it used properly? Also, is it not a conflict of interest that Mr.

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| <p>10:12 PM</p> | <p>Corrigan uses his position on the administration to arrange his daughter's loop? This is all a conflict to me. Rearranging teachers in the loop that she's given to. We also take issue with the fact that Human Resources Coordinator was asked, and out of respect could his vacation not have been planned any other time of the year? It is my understanding that the job description is posted on the website but our Human Resources Coordinator should be present at all CFCI functions and handle all employment duties. It is also my understanding that the teachers dismissed never had any contact with our Human Resource Coordinator, with any conversation, no discussion leading up to or in regards to their non-renewal. It is also my understanding that the majority of our school families do not even know who Michael Zentmeyer is or what he does. It was very enlightening at our parent meeting. If we pay him, as Human Resource Coordinator, for his part time job equally or sometimes more than what we pay our full time teachers, shouldn't he abide by what is in his job description just as is expected with our teachers? In questioning the process of these events, was this the Board of Directors and Executive Committee or the Administrative team decision? Note that both the Teachers Evaluation Committee and Mr. Corrigan's observations indicated no concern with either teacher's contract or performance. Everyone that I have talked to, many of my friends and family have been on many school boards, and I come a family of educators, this conflict of interest is only seen in business. It's clearly stated financial, understood to be for financial purpose. You don't want to gain financially by any vote so you can do it pro bono. It's always been used financial anytime I've reviewed it and it is written in this one as well. Although it is not my desire that our teachers and students be treated as a corporation, as this conflict of interest seems to be written in our amendment and bylaws as a business type of transaction. If the conflict of interest was written in our bylaws maybe as a business then other procedures surely need to be brought up to that business standard. An appropriate procedure in place for non-renewals or one that reflects our social curriculum, that's already been addressed, I know a lot of people have already addressed, but mine is an issue of Board accountability. Isn't administration your sole form of information? I've got a time line here, if you all can see it, you know, substitutes were called well before this is indicated. So you guys don't have (inaudible). It just shows the various chains of events that seem very, very, very questionable to us. As indicated in the North Carolina the public schools general statute for charters, we expect our bylaws and their amendments to be followed and upheld in a lawful and ethical manner. We're seeking an explanation of the validity of the vote on teacher contracts, with regards to the conflict of interest amendment and how it is to be upheld. Please be aware and reminded, as a Board, your responsibility to be aware of such issues. To call unscheduled meetings when issues are of serious concern to the community members. I know that I requested one. And to appoint a dispute committee resolution to end such matters. Also proper public notifications of meeting procedures have been overlooked. In completion, if the circle of cooperation has been broke, we do not want to fight or bring divisiveness, but to unite, to inform clear input from all with unity, with all concerned parties, while focusing on the building blocks. Thank you for your attention, service and dedication to CFCI</p> <ul style="list-style-type: none"> • Tara Smith-Russell (Start ~3:12:16) – Parent <ul style="list-style-type: none"> ○ I am Tara Smith-Russell and I am the parent of a rising 5th grader and a rising kindergartener. I can tell you as a parent I can confidently say that we do not drop our kids off at school and give no other thought to what goes on. I trust all of you to take care of my children and to take care of my teachers. These teachers are part of our family. They are people we think about, we care for, and support because they give so much of themselves to our children. The actions taken in not renewing the contracts of Ms. Lambe and Ms.TJ have had a profound effect on our community as evidenced by the testimonies from tonight. If the actions taken of our administrative team during the week of May 18 are reflective of their attitude | |
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toward our teachers, then I have to seriously question their ability to model our social curriculum "Teaching Children to Care". When I hear that mistakes were made, I wonder how these profound decisions, that surely required a large amount of preparation and consideration, are reflective of a mistake. To me, I do not see this as a mistake but as a revelation of the character of the person or persons who took these actions.

- We pay our administrative team very well to uphold the mission and vision of our school. \$81,000 to our director, Mr. Corrigan. We are adding two more children to every classroom in order to accommodate budget cuts from the state. Do your own research but from what I could find our Director is averaging \$15,000 more a year than his peers in New Hanover County schools and continues to ask for more in the form of a 3 year contract, a severance package. Our teachers and support staff have not received increases in compensation in over three years. More has been asked of our teachers and support staff in the building of our new facility. They have been involved in preparatory committees such as fundraising, building and facilities, policies and procedures and finance to address the issues that arise in building a new facility. More has been asked of them in the increase in class size in 2008 and now again in 2011. Parents have been asked to contribute financially through fundraising, donations of supplies and time. My child and some of yours sat in an un-air conditioned classroom for the last six weeks of school, through several 90+ degree days because we couldn't afford to fix her air conditioner, yet we are paying for our administrative team to have their files moved for them because they are "confidential"? Who weighs the validity of these decisions?
- The state has recommended cuts to administrative costs in the passing of their 2011 budget. Perhaps CFCI should as well. We are asking our children to sacrifice more one on one time with their teachers, to learn in an environment with more disruption, to share our already limited resources. According to educational research regarding class sizes, there are countless benefits to low teacher to student ratios. I have yet to find research supporting the idea that a highly paid administrative team improves our children's learning environment.
- The salaries of our public school officials are available online at the Star News online website. Our most recently proposed budget and salary information is available on our school website in the May 2011 minutes, I encourage you to take a look at those. We are paying our administrative team to uphold the mission and vision of our school. Given the concerns brought forward tonight, I wonder if we are getting our money's worth? Should the people at the bottom, who happen to be all my children, your children, suffer to financially benefit the people at the top? Please consider how responsible it is to continue to ask our teachers and students to sacrifice before adding any more bonus items to the contracts of our administrators. We have to operate responsibly with the amount of money we have during these very difficult financial times. And please ensure that we have the highest quality leadership for the amount of money we offer to them.
- In conclusion, we are telling you that we have lost confidence and faith in some members our administrative team. We are asking for more oversight from the Board into the future daily operations of our school to help restore our confidence in the leadership of CFCI. We are not here to tell you how to do your job as a Board Member or as an Administrator, but we are here to tell you what WE feel WE need as a community to move forward. We realize we are part of a school of choice and that we can choose to go elsewhere. Many of us have invested a lot of our time, energy and financial resources to this community but most importantly we have invested our children. Our children do not need to be taken elsewhere or separated from their community because as adults we are unable to come together and work through this difficult time. It saddens me to know that some of my children's friends will not be returning over this and other irresponsible behaviors of the administrative staff. We understand that we do not clearly comprehend all of the decisions and processes through which the Board and the Administrative

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| | <p>team operate, but we are eager to learn. We feel we are reasonable people and we hope that you will see our requests as reasonable. And we hope that you can see this opportunity to connect with the many dedicated families present tonight and let us know what you need from us in order to move forward as a unified community with respect and trust for one another. Thank you for your time.</p> <ul style="list-style-type: none"> o Tom Hayes – Thank you | |
| <p>10:21 P</p> | <p>Tom Hayes (Start ~3:18:26) – Finance</p> <p>The next item we have on the agenda is the Finance Committee. Kathy would you like to give the Committee’s report.</p> <ul style="list-style-type: none"> • Reference Attachment 14 – Finance Committee Meeting Minutes • Kathy Rettig – Business Operations Coordinator <ul style="list-style-type: none"> o All the budget reports were distributed. As usual if anyone has any questions feel free to email me. o Reference Attachment 15 – CFCI Federal Programs 05/01/11 – 05/31/11 o Reference Attachment 16 – CFCI Budget Report (Condensed) 05/01/11 – 05/31/11 o Reference Attachment 17 – CFCI Budget Report 05/01/11 – 05/31/11 o We have some contract discussions that we will need to go into closed session for. • Brenda Carey – Kathy, may I ask a question? For the concern of the parents would you explain the least of the evils in regards to the 3% vs 10% increases and why the decisions were made for additions to the classes... <ul style="list-style-type: none"> o Kathy Rettig – You mean the budget process? o Brenda Carey – Yes, you know how that came about, so it doesn’t look like we just want money in our pocket. o Kathy Rettig – We started the budget process in about March. We listened to members from the state about their recommendations (inaudible). We should be (inaudible). o Faculty meetings with teachers re: cuts <ul style="list-style-type: none"> ▪ Which option least impacted the students ▪ Teachers decision to add 2 students/class ▪ Waiting for DPI state budget impact | <p>Tom Hayes</p> <p>Kathy Rettig</p> |
| <p>10:26 P</p> | <p>Tom Hayes (Start ~3:23:35) – Building and Facilities</p> <ul style="list-style-type: none"> • Reference Attachment 18 – Building and Finance Committee Meeting Minutes • Brian Corrigan – <ul style="list-style-type: none"> o David Ball is currently our chairperson and is no longer on the Board. And so the first point of business for us is to, the Building and Facilities Committee is making a recommendation to the Board to have Indira Grimes as our chairperson to represent the Building and Facilities Committee. That does take an action since it is a Board committee, so Tom we need someone to make a motion and a 1st and 2nd. • Tom Hayes - Request Motion to allow Indira Grimes to be chairperson of the Building and Facilities Committee <ul style="list-style-type: none"> o Teresa Spanos - Motion to appoint Indira Grimes chairperson of the Building and Facilities Committee o Brenda Carey – Motion Seconded o Tom Hayes – Indira are you good with that? You are already on the committee, correct? o Indira Grimes – Yes o Have Motion and Second. All those to appoint Indira Grimes chairperson of the Building and Facilities Committee signify by Saying Aye – 8 Ayes. o All those not approving to appoint Indira Grimes chairperson of the Building and Facilities Committee signify by Saying Nay - 0 Nays o Motion Carried with 8 Ayes • Brian Corrigan – From now on you will be hearing these reports to be given from Ms. Grimes. I’ll go through this real fast since it is in front of me. <ul style="list-style-type: none"> o The main building we are coming very close to completion. The air conditioning is | <p>Tom Hayes</p> <p>Brian Corrigan</p> <p>Tom Hayes</p> |

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| | <p>on, the lights are on, I would say 80% of the classrooms flooring is done. By the end of the week it should be close to 100% of the flooring should be done. We have a lot of site work that needs to be completed, and we're working on these hot days, so we're plugging away. There was a big change order from Spectrum that David, Tom and I met and replied to but we have not heard back from Spectrum yet. So I understand the company is going to ask for money doesn't necessarily mean they are going to get it, and that's kind of how that went. So we're still waiting, but work is being done though that was not on those change orders.</p> <ul style="list-style-type: none"> o Brenda Carey – Are you saying they are asking for money for the building just as part of the growth, not more money in general? o Brain Corrigan – They are asking for money, there are several different issues. Some things they didn't catch on the contract and they started to build it the way it wasn't supposed to be built and they're asking for money back or money to change it and we're like "No, it was in the original contract". So we feel pretty confident about it and we're not panicked about it, it's just a typical thing that happens. o Also there has been a spinoff of the Building and Facilities Committee that is the Transition Team. Basically last week the Transition Team was discussing about the move of the Pods and coordinated that all and that worked out great. The next Transition Team meeting is on the 28th and we do have a handful of parents involved in that and that has worked out very well. The next big topic for the Transition Team is when we move in, which is going to be very special. o Tom Hayes – And how are we looking to be able to move in on schedule. o Brian Corrigan – Right now I think the temporary CO is still within our reach. As long as that happens we are going to be all set for that starting date of the 23rd. The fire department, I just got off the phone with him today, is extremely happy with what is going on. And they're the biggest ones who have to sign off on everything as far as getting an occupancy permit. So right now we're looking very good. o Brenda Carey – July 23rd? o Brian Corrigan – August 23rd is the first day of school. I'd like to say the first of August that we can start moving things in but we just don't know. o Tom Hayes – Thank you Brian. | |
| 10:31 PM | <p>Tom Hayes (Start ~3:29:08) – Fund Raising, Curriculum and Strategic Planning</p> <ul style="list-style-type: none"> • Tom Hayes - Fund Raising, Curriculum and Strategic Planning have no reports | Tom Hayes |
| 10:31 PM | <p>Tom Hayes (Start ~3:29:15) – Directors Report (continued) – Hiring</p> <ul style="list-style-type: none"> • Tom Hayes – Next thing we have is part of the Director's Report which is the Hiring Committee's recommendation for three more hires. <ul style="list-style-type: none"> o Brian Corrigan – We have a couple of...First off you have all these bio's in your packet; I'm not quite sure what order they are in. You can, if it's the Board's pleasure I can go through each of these bio's. o Tom Hayes – Let's get a little background and then go into closed session. o Brian Corrigan – Okay. So the position that we have is two 2nd / 3rd grade positions. One 8th grade Social Studies position. And then also.... o Harden Barker – Brian, I think we need to go into closed session for this part to discuss qualifications and make recommendations. o Brian Corrigan – Yes that is what I was thinking. • Tom Hayes – So do we have a motion to go into closed session to discuss? <ul style="list-style-type: none"> o Eden Avery – I actually have a question before we do that just to clarify the actual recommendation. I'm wondering which of the two 2/3 loop candidates is being recommended for the long term sub position that I understand is available. o Teresa Spanos – That will have to go into closed session to discuss that. o Brian Corrigan – We advertised it so that, we didn't differentiate between the two because they're both one year contracts and both receiving the same contract and we will deal with that at the end of the contracts. So we didn't specify that one was an intern a year long. They're both year long positions and they were told | <p>Tom Hayes</p> <p>Brian Corrigan</p> <p>Tom Hayes Eden Avery</p> |

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| <p>10:30 PM</p> | <p>that.</p> <ul style="list-style-type: none"> o Eden Avery – They were told that so when Lisa Sullivan returns o Brian Corrigan – When Lisa Sullivan returns we will look at our staff and what we have and fill the positions accordingly. o Eden Avery – That’s confusing to me, but it’s a statement. It seems in contrast as well to the way the long term sub position for Ms. McCorcle it’s clearly defined as a long term sub. o Brenda Carey – You may remember she came in to, I believe it was the last meeting, and requested a longer term leave which was part of the confusion. So given that it’s a one year contract for anyone and given that she kind of changed her request for one year, we can only look at it one year at a time for anyone. I think that’s the difference, she changed her initial request. So it’s one year per... o Brian Corrigan – Ms. Sullivan’s initial request was for 6 months and she would come back at Christmas. The Board then extended that for a full year and that full year creates a full year contract. That is the same as any other teacher’s contract. o Eden Avery – Right. I’m just confused because it seems to me a similar situation to Ms. McCorcle who has a year of Board approved maternity leave as well and that recommendation states that it is a... o Brenda Carey – I do believe that is something that we are going to look at in the future if we either extending one year leave or beyond given that they only are offered a one year contract. That is something Policy and Procedure, Hiring or whoever is charged with will have to take a look at because we did extend things at the teacher’s request this year and without consideration of that. o Eden Avery – That still seems confusing to me, that there’s...Are these two candidates both aware that they are essentially filling a long term...One will be filling a long term sub o Brian Corrigan – Yes they are. They know there is a teacher coming back. They’re both aware of that; they both know it is a one year contract. And they both know a decision will be made at the end of next year. o Eden Avery - Okay <ul style="list-style-type: none"> • Tom Hayes (Start ~3:29:15) – Request a motion to go into Closed Session to discuss Administration hiring, teacher contracts and Finance contracts. <ul style="list-style-type: none"> o Todd Godbey - Motion to go into Closed Session to discuss Administration hiring, teacher contracts and Finance contracts. o Teresa Spanos - Motion Seconded o Brenda Carey – I was wondering if it would be helpful for the folks here to understand that the members of the Hiring Committee who this included because it looks like you considered this part and wrote that on these letters. The folks on the Hiring Committee are listed on the letters. o Brian Corrigan - The folks on the Hiring Committee members are listed on the reports to you. o Brenda Carey – Is that something we should allow the folks that are sticking around for because it seems important they understand who came up with these recommendations. o Tom Hayes – Harden, can we post this as part of the meeting minutes? o Brenda Carey – Just the Hiring Committee o Harden Barker – Citing the confidentiality agreement I had to sign, therefore if anything ever happened and I do not feel comfortable saying that out loud. o Brian Corrigan – I think we can say that out loud once they’re hired. o Harden Barker – Once it has been approved that’s fine. o Todd Godbey – Can we safely say that the interview committees were made up of both administration and the teachers? o Brian Corrigan – And lots of teachers o Brenda Carey – More teachers than administration o Brian Corrigan – In most cases o Brenda Carey – That’s a general consensus | <p>Tom Hayes</p> |
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| <p>10:37PM</p> | <ul style="list-style-type: none"> • Tom Hayes (Start ~3:37:15) – So we have a motion to go into closed session <ul style="list-style-type: none"> ○ Have Motion and Second. All those approving go into closed session signify by Saying Aye - 8 Ayes. ○ All those not approving go into closed session signify by Saying Nay – 0 Nays ○ Motion Carried with 8 Ayes | <p>Tom Hayes</p> |
| <p>10:41PM</p> | <ul style="list-style-type: none"> • Tom Hayes (Start ~3:40:06) – We are out of Closed Session • Brenda Carey – Yes ma’am. • Lark Capra (Start ~3:40:10) – What about the questions and the impression somehow of the legitimacy of the vote to not renew the contracts and the Conflict of Interest Policy is tied directly, or whether the teacher evaluations procedure was put forth correctly or the recommendations were made legitimately and honestly. And it troubles me that the law upon these things are based upon were done illegally. And then we go through all of this for hours and hours and it’s like, “Okay, let’s move on to the new teacher contracts”. <ul style="list-style-type: none"> ○ Tom Hayes – Let me address that. It is now 11:45 at night and most of your people have gone. ○ Brenda Carey – It’s 10:45 ○ Tom Hayes – It is 10:45, excuse me. ○ Kym Davidson – We’re all together here. ○ Tom Hayes – There’s not 50 people there and you said you represented 50 people. Look, seriously half your people have left. The board is going to sit here for another hour ○ Kym Davidson – Those people don’t care ○ Tom Hayes – Hey let me speak okay. The board is going to sit here for another hour discussing school business. We gave you guys 25 minutes you took about 40. We’ve listened to every concern you had okay. I told you we would listen to your concerns. You seem to expect us to address all your concerns tonight. I don’t think so, you know I can’t address those things off the cuff and as a board we shouldn’t address them off the cuff. We will take your stuff into consideration and respond to you. I have serious concerns about what you presented and you say things are not legal, I think they are. I’m not going to respond to all those things or we will be here until 1 am. Okay, I think Harden, our Parliamentarian, has something he wants to say. • Harden Barker (~Start 3:41:44) – The parent group requested 3 actions in their document. They requested a community town hall meeting, to conduct an anonymous survey and to access committee meeting minutes. My recommendation is that the board, because this is what is in front of us, that we take action on how we perceive those requests that were given. That’s all we can do at this point considering where we are at, but I mean that is a board decision but that’s what has been asked of us to do and it is up to us now to take the next step. • Brenda Carey (~Start 3:42:36) – And I agree. I can say from your list that a couple of those people had resigned and is very specifically counted to see if there could be and would be a forum before we could move forward and in fact there was. So your information is a little skewed, but yes we did everything by the book, by the bylaws, following protocol and with genuine thoughts that we were doing the right thing. We have learned and we will amend and hopefully this will never have to happen again but the procedures have definitely changed. We learned a lot and so for that I apologize. • Shannon Messerschmidt – So what if there are not enough voting members? So what I am seeing • Brenda Carey – If there are not enough voting members we can’t take a vote • Shannon Messerschmidt – But the 2 people that shouldn’t have voted, they didn’t vote. So if they’re not in there, in that little group of people meeting now and actually left, (inaudible) they work with him every day. • Brenda Carey – The folks that you had on the list had resigned long ago and I think that’s probably where your numbers are skewed • Kym Davidson – That’s why we asked for a called meeting before they left | <p>Tom Hayes</p> |

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| | <ul style="list-style-type: none"> • Shannon Messerschmidt – It shouldn’t be the new person coming in. It shouldn’t have been a new vote. They should re-vote it, with the information that’s at hand now. There should be a re-vote. Maybe they don’t want to come back to CFCI but I think that for clarification of everybody here, that there needs to be something done not for you all to say okay. You all are gone now we are going to re-vote and get some new people in here, it shouldn’t be that way. And he should have apologized to both of those ladies too for the way he acted. He acted like a slob and that is not the way that CFCI.... • Teresa Spanos – Alright, you need to stop this • Shannon Messerschmidt – You know this is just wrong • Tom Hayes – Okay, thank you, we’re done. • Unknown Speaker – You got the location for the next board meeting? • Tom Hayes – We do not know if the school is done. We are going to have it at the school if the school is not done we will have it here. • Unknown Speaker – How will we know? • Tom Hayes - We will post it on the website • Brenda Carey – And that will be updated regularly because we have inconsistency in that area • Tom Hayes – When we come out of closed session we will have a vote on what we discussed on closed session and we will know later tonight the results of who we hired. Those minutes we will try to get posted as soon as we can if not you can contact one of the board members and they will certainly tell you what happened • Rene Lemons-Matney (~Start 3:45:14) – I wasn’t going to say anything but I feel like I do need to speak because I have taught so many of your children and I am really sad about some of the things that have been said tonight. And I am sad to say goodbye to Jan and Teresa because they have been my colleagues for a long time but I do feel like I need to address some of the things that were said tonight. First I want to say that I don’t think the heart of the school is broken. I think that the heart is still beating strongly. And I also like to ask that people don’t speak for the faculty unless you interview each and every one of us. <ul style="list-style-type: none"> ○ Kym Davidson – We have except for 3 ○ Rene Lemon-Matney – Well, you haven’t asked me how I feel. I am not in fear, I’m not afraid to ask questions, I’m not afraid to disagree and I’m not seeking employment elsewhere, nobody else would hire me. I don’t feel that we have strayed from the mission or the vision and here is just a little history. We started out with a completely flat structure there was nobody in charge. All of the faculty made all the decisions and you know what, I really, really wanted it to work. It didn’t work, especially as we got bigger, it just didn’t work so we went to an intermediate structure. We had a director, she didn’t have any real power, she was a great person and I really liked her. The job ate her alive because she had no power. It still didn’t work. Teachers and faculty were involved in and still involved in every decision including personnel decisions and that was a very big mistake that didn’t work either. We had to call in ADR. They made some recommendations and one was faculty should not be involved in personnel decisions. I think that was a really wise decision and I need to remind some of you who have been here for a while the good old days were not always so good, we went through some really, really bad times. I also need to give you some information about our evaluation process. The Teacher Evaluation Committee recommendations are based only on review teacher self reflections only on that one piece. I don’t think that our admin team is perfect. I think they still have some learning and growing to do. Some of them came from very traditional schools and are still trying to figure out how we operate in our somewhat crazy environment. They are still learning about responsive classroom, but I think they are making that effort. I think they will be the first to admit that they are still learning how to do that, but one thing that I have to say, I think not all the faculty but some of the faculty will agree, that having an administration structure has given many of us | |
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| <p>10:50PM</p> | <p>more time to teach more time to be inquirers ourselves in our own classrooms. I do not feel that my autonomy in my classroom has been undermined. I feel that I am a better teacher now because I am doing less administration than I was before we had somebody else to take on those decisions. And I feel like Brian has been the scapegoat for lots of other peoples decisions and I say I don't feel like that's fair. He has been not only a director; he has been a building project manager, which is a full time job in and of itself. I am not saying he is perfect but I can say we need to cut him just a little bit of slack and that's what I needed to say.</p> <ul style="list-style-type: none"> • Tom Hayes – Thank you. So • Brenda Carey – So the 3 action items will be reviewed and followed through on I'm sure • Teresa Spanos – we're out of time for a (inaudible) • Tom Hayes – I don't feel like we have time to discuss these 3 action items we will take them under advisement and talk about them next board meeting • Brenda Carey – And please come. Come every month. We would love to have you • Tom Hayes – Please come. Do we have a motion to go into closed session? <ul style="list-style-type: none"> ○ Teresa Spanos – Motion to go into Closed Session to discuss Administration hiring, teacher contracts and Finance contracts. • Tom Hayes (~Start 3:49:17) – Wait, we are way over our time limit. Request Motion to Extend Meeting by 1 Hour <ul style="list-style-type: none"> ○ Todd Godbey – Motion to Extend Meeting by 45 Minutes ○ Teresa Spanos – Motion Seconded ○ Have Motion and Second. All those approving extending the meeting by 45 minutes signify by Saying Aye - 8 Ayes. ○ All those not approving extending the meeting by 45 minutes signify by Saying Nay – 0 Nays ○ Motion Carried with 8 Ayes | <p>Tom Hayes</p> |
| <p>10:51PM</p> | <ul style="list-style-type: none"> • Tom Hayes (~Start 3:51:05) – Request a motion to go into Closed Session to discuss Administration hiring, teacher contracts and Finance contracts. <ul style="list-style-type: none"> ○ Brenda Carey – I make a motion to include Michael... ○ Brian Corrigan – Something about voting that the board has to vote to invite people in ○ Harden Barker – That's not anywhere ○ Todd Godbey – Motion to go into Closed Session to discuss Administration hiring, teacher contracts and Finance contracts ○ Teresa Spanos – Motion Seconded ○ Have Motion and Second. All those approving going into Closed Session to discuss Administration hiring, teacher contracts and Finance contracts signify by Saying Aye - 8 Ayes. ○ All those not approving going into Closed Session to discuss Administration hiring, teacher contracts and Finance contracts signify by Saying Nay – 0 Nays ○ Motion Carried with 8 Ayes | <p>Tom Hayes</p> |
| <p>11:54PM</p> | <p>Tom Hayes (~4:53:07)– Request a Motion to come out of Closed Session</p> <ul style="list-style-type: none"> • Teresa Spanos – Motion to come out of Closed Session • Todd Godbey – Motion Seconded • Have Motion and Second. All those approving Motion to come out of Closed Session signify by Saying Aye - 8 Ayes. • All those not approving Motion to come out of Closed Session signify by Saying Nay – 0 Nays • Motion Carried with 8 Ayes <ul style="list-style-type: none"> ○ Michael Zentmeyer – Do you want me to go and get the people? ○ Tom Hayes – We are now out of closed session ○ John Johnson – Who made the motion and seconded? ○ Teresa Spanos – I motioned and Todd seconded it | <p>Tom Hayes</p> |
| <p>11:55PM</p> | <p>Tom Hayes (~4:54:06) – So we have, is that everybody? Alright, we discussed contracts and teacher hiring, and the real estate contracts and I am now entertaining motions as to the contracts in closed session.</p> | <p>Tom Hayes</p> |

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| <p>11:56PM</p> | <ul style="list-style-type: none"> • Todd Godbey – Motion that the Board approve the 3 recommendations from the Finance Committee relating to the copier contract, the custodial contract and the playground contract. • Brenda Carey – Motion Seconded • Have Motion and Second. All those approving that the Board approves the 3 recommendations from the Finance Committee relating to the copier contract, the custodial contract and the playground contract signify by Saying Aye - 8 Ayes. • All those not approving Motion that the Board approve the 3 recommendations from the Finance Committee relating to the copier contract, the custodial contract and the playground contract signify by Saying Nay – 0 Nays • Motion Carried with 8 Ayes • Tom Hayes – Passes unanimously. <p>Tom Hayes (~4:54:49) – We also discussed hiring of 5 new teachers, is that correct Brian 5? And I think it would be appropriate to make motions on these teachers individually. Let’s start with Suzannah Boyko 2nd and 3rd grade teacher. Would anyone like to make a motion?</p> <ul style="list-style-type: none"> • Brenda Carey – Motion to extend contract to Suzannah Boyko based on the recommendation of the Hiring Committee • Todd Godbey – Motion Seconded • Tom Hayes – Have Motion and Second. All those approving motion to extend contract to Suzannah Boyko based on the recommendation of the Hiring Committee signify by Saying Aye - 7 Yeas. • All those not approving Motion to extend contract to Suzannah Boyko based on the recommendation of the Hiring Committee signify by Saying Nay – 0 Nays <ul style="list-style-type: none"> ○ Harden Barker – I abstain • Motion Carried with 7 Yeas and 1 abstention <p>Tom Hayes – Teacher number 2, Tara Dixon for 6th grade Social Studies. We have a recommendation from the Hiring Committee to hire Tara Dixon for a one year contract. Do I have a motion?</p> <ul style="list-style-type: none"> • Teresa Spanos – Motion to extend contract to Tara Dixon based on the recommendation of the Hiring Committee • Todd Godbey – Motion Seconded • Tom Hayes – Have Motion and Second. All those approving motion to extend contract to Tara Dixon based on the recommendation of the Hiring Committee signify by Saying Aye - 8 Ayes. • All those not approving Motion to extend contract to Tara Dixon based on the recommendation of the Hiring Committee signify by Saying Nay – 0 Nays • Motion Carried with 8 Ayes <p>Tom Hayes – Teacher number 3, Julie Sartorius for 2nd and 3rd grade loop. Do we have any discussion? Would anybody like to make a motion?</p> <ul style="list-style-type: none"> • Brenda Carey – Motion to extend contract to Julie Sartorius based on the recommendation of the Hiring Committee • Todd Godbey – Motion Seconded • Tom Hayes – Have Motion and Second. All those approving motion to extend contract to Julie Sartorius based on the recommendation of the Hiring Committee signify by Saying Aye - 7 Yeas. • All those not approving Motion to extend contract to Julie Sartorius based on the recommendation of the Hiring Committee signify by Saying Nay – 0 Nays <ul style="list-style-type: none"> ○ Harden Barker – I abstain • Motion Carried with 7 Yeas and 1 abstention <p>Tom Hayes – Teacher number 4, Michael Rheel for Physical Education teacher. We have a recommendation from the Hiring Committee to hire Michael Rheel for a one year contract. Do I have a motion?</p> <ul style="list-style-type: none"> • Teresa Spanos – Motion to extend contract to Michael Rheel based on the recommendation of the Hiring Committee • Brenda Carey – Motion Seconded • Tom Hayes – Have Motion and Second. All those approving motion to extend contract to | <p>Tom Hayes</p> <p>Tom Hayes</p> <p>Tom Hayes</p> <p>Tom Hayes</p> |
|----------------|---|---|

| | | |
|---------|--|-----------|
| | <p>Michael Rheel based on the recommendation of the Hiring Committee signify by Saying Aye - 8 Ayes.</p> <ul style="list-style-type: none"> • All those not approving Motion to extend contract to Michael Rheel based on the recommendation of the Hiring Committee signify by Saying Nay – 0 Nays • Motion Carried with 8 Ayes <p>Tom Hayes – Teacher number 5, Holly Konrady as the 8th grade teacher. Do we have any discussion? Would anybody like to make a motion?</p> <ul style="list-style-type: none"> • Brenda Carey – Motion to extend contract to Holly Konrady based on the recommendation of the Hiring Committee • Teresa Spanos – Motion Seconded • Tom Hayes – Have Motion and Second. All those approving motion to extend contract to Holly Konrady based on the recommendation of the Hiring Committee signify by Saying Aye - 8 Ayes. • All those not approving Motion to extend contract to Holly Konrady based on the recommendation of the Hiring Committee signify by Saying Nay – 0 Nays • Motion Carried with 8 Ayes <p>Tom Hayes (~4:52:06)– That is all the teachers. For disclosure on the real estate contract, we decided to let our current listing contract expire. So that does not require any Board action it will just expire and we will revisit next month. Other announcements the next Executive Committee meeting is be July 11th at a place to be determined depending on if the school is ready. The next Board meeting is July 19th at 7pm also to be determined. Anyone else have any other comments they would like to make or any announcements?</p> | Tom Hayes |
| 11:58PM | <p>Tom Hayes (~4:58:49) - Alright, the meeting is almost over we'd like to go into closed session for a meeting critique. Do I have a motion to that effect?</p> <ul style="list-style-type: none"> • Harden Barker – Motion to go into Closed Session for self-critique of the meeting. • Teresa Spanos – Motion Seconded • Have Motion and Second. All those approving Motion to go into Closed Session signify by Saying Aye - 8 Ayes. • All those not approving Motion to go into Closed Session signify by Saying Nay – 0 Nays | Tom Hayes |
| 12:35AM | <p>Motion Carried with 8 Ayes</p> <p>Tom Hayes (~5:35:25)– Request a Motion to come out of Closed Session</p> <ul style="list-style-type: none"> • Harden Barker – Motion to come out of Closed Session • Teresa Spanos – Motion Seconded • Have Motion and Second. All those approving Motion to come out of Closed Session signify by Saying Aye - 8 Ayes. • All those not approving Motion to come out of Closed Session signify by Saying Nay – 0 Nays • Motion Carried with 8 Ayes <p>Tom Hayes – Alright, two things we have to do. First, we have to schedule a special meeting to approve the meeting minutes that we did not approve tonight. I propose that we schedule it Friday at, did we decide on noon, does everybody like noon. Friday at noon at school</p> <ul style="list-style-type: none"> • Eden Avery – I won't be here. • Tom Hayes – The purpose of the special meeting will be solely to approve the meeting minutes. • Harden Barker – Can we get a quick show of hands to show of who will be able to attend that meeting to know that we will have a quorum. Otherwise there's no point doing it. • Rene Lemon-Matney – If we are non-voting members there's no point for us to be there right? • Tom Hayes – Right. • Brenda – How many do we need? • Teresa Spanos – Are there even 7 voting members? • Brenda – I don't know. • John Johnson – 7 • Teresa Spanos – Do we have 7 here? • Brian Corrigan – I have 11 | Tom Hayes |

Cape Fear Center for Inquiry Minutes from Board of Directors Meeting June 21, 2011

| | | |
|---------|--|-----------|
| 12:46AM | <ul style="list-style-type: none"> • Harden Barker – We need 6 • Tom Hayes – 6 • Brenda Carey – Can we let John send out the first draft and then we will look at next week? • Teresa Spanos – Friday at 6 • Tom Hayes – Friday at 6 can anybody make it Friday at 6? Do we even have 6 people here who can vote? John when can you make it anytime Friday? • John Johnson – After 2 before 5 • Harden Barker – There’s 8 of us who can vote here. • Tom Hayes – Friday 2 to 5. Joan can you make it anytime Friday? • Joan Marshall – Closer to 5 • Tom Hayes – So who can make it at 4:30? (Counting – 1, 2, 3, 4, 5) • Tom Hayes – How about if we schedule it for Friday at 2. I will send out an email if we don’t enough responses. I will try to figure out another time that 6 people can make it. Is that good with everybody? • John Johnson – And everybody needs to reply quickly, or email me quickly so I can revise • Tom Hayes – We have 5 for Friday. Friday at 2, I have written all your names down. • John Johnson – And everyone email their request and suggestions. <p>Tom Hayes – Meeting adjourned at 12:46 am.</p> | Tom Hayes |
|---------|--|-----------|

Attachments

| Number | Description | Page Count |
|--------|--|------------|
| 1 | Board of Directors – Attendance Sheet | 1 |
| 2 | CFCI Moving Forward by Indira Grimes_ PowerPoint Presentation | 8 |
| 3 | CFCI Moving Forward by Indira Grimes_ PowerPoint Presentation_ Speaker Notes | 2 |
| 4 | Directors Report June 2011 | 1 |
| 5 | General Assembly of North Carolina Senate Bill 8 | 3 |
| 6 | Policy & Procedures Meeting Minutes – 2011-06-09 | 2 |
| 7 | Policy 415 – Academic Integrity | 1 |
| 8 | Job Description – Administrative Assistant | 2 |
| 9 | CFCI Director Goals & Objectives for 2011/2012 School Year | 1 |
| 10 | CFCI Subcommittee Descriptions & Definitions | 6 |
| 11 | Amendment 1 – Conflict of Interest | 1 |
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| 14 | Finance Committee Meeting Minutes | 2 |
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| 16 | CFCI Budget Report (Condensed) 05/01 – 05/31 | 2 |
| 17 | CFCI Budget Report 05/01 – 05/31 | 6 |
| 18 | Building & Facilities Committee Meeting Minutes | 2 |
| 19 | Administrative Team Meeting Minutes 05/18/11 | 1 |
| 20 | Administrative Team Meeting Minutes 06/01/11 | 1 |
| 21 | Teacher Hiring Recommendation – Suzannah Boyko Grades 2 / 3 | 1 |
| 22 | Teacher Hiring Recommendation – Tara Dixon Grade 6 LA / SS | 1 |
| 23 | Teacher Hiring Recommendation – Julie Sartorius Grades 2 / 3 | 2 |
| 24 | Teacher Hiring Recommendation – Michael Rheel Physical Education | 1 |
| 25 | Teacher Hiring Recommendation – Holly Konrady | 2 |

Announcements and Upcoming Events

| Date | Description | Location |
|---------------|-----------------------------------|--|
| July 11, 2011 | Executive Committee Meeting | CFCI Offices, 800 Shipyard Blvd Wilmington, NC |
| July 19, 2011 | Board of Directors Meeting – July | Apostolic Tabernacle Church 712 Wellington Avenue Wilmington, NC |

ATTACHMENT 1

Board of Directors – Attendance

| | Term | JUN | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY |
|---|----------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| | Expires | 2011 | 2011 | 2011 | 2011 | 2011 | 2011 | 2011 | 2012 | 2012 | 2012 | 2012 | 2012 |
| Tom Hayes (P) President | 12-Jun | X | | | | | | | | | | | |
| Brenda Carey (P) Vice President | 13-Jun | X | | | | | | | | | | | |
| Todd Godbey (P) Treasurer | 12-Jun | X | | | | | | | | | | | |
| John Johnson (P) Secretary | 13-Jun | X | | | | | | | | | | | |
| Eddie Caropreso (C) | 14-Jun | X | | | | | | | | | | | |
| Florence Martin (C) | 14-Jun | X | | | | | | | | | | | |
| Harden Barker (F) | 13-Jun | X | | | | | | | | | | | |
| Indira Grimes (F) | 14-Jun | X | | | | | | | | | | | |
| Jeanne Swafford (C) | 14-Jun | E | | | | | | | | | | | |
| Joan Marshall (P) | 13-Jun | X | | | | | | | | | | | |
| Teresa Spanos (C) | 14-Jun | X | | | | | | | | | | | |
| Brian Corrigan* (S) Director | - | X | | | | | | | | | | | |
| Eden Avery (P)* Partnership Representative | - | X | | | | | | | | | | | |
| Pam O'Dell* (S) | - | X | | | | | | | | | | | |
| Pauline Piner* (F) | - | X | | | | | | | | | | | |
| Rene Lemons-Matney* (F) Founder's Seat | - | X | | | | | | | | | | | |

LEGEND:

- | | |
|-----------------------|---------------------------------|
| X – Present | (P) – Parent |
| E – Excused | (C) – Community Member |
| A – Absent | (F) – Faculty / Teacher |
| * - Non-voting Member | (S) – Staff / School Employee |

NOTE: Members will be responsible for providing notification of absence along with updates on any project or action item status.



CFCI
Moving Forward

#1 Teacher Evaluation

Evaluation Process Flow Chart Veterans of CFCI from Staff Handbook

1. When concerns arise, should be placed on action plan.
2. When released from action plan, should be on track for contract renewal.
3. The Board needs to be the “check” that action plan was implemented.

#1

Social Curriculum

Teaching Children
to Care

by Ruth Charney





#1 Social Curriculum

- Treat everyone with **dignity and respect**.
- **Communicate** concerns directly with person(s) involved.
- Follow through with **consistency**.
- Provide **continual feedback**.



#2 Contract Renewal

Timing of:

1) decision

2) news delivery

#3 Robert's Rules of Order

Revert Amended Conflict of Interest policy to Robert's Rules.

- Cannot compel a Board member to not vote.
- Board member may abstain from voting.

#4 Teachers' Contracts

Remove new clause in “At Will Employment” that states,

“This provision takes precedence over any oral agreement between the parties, **or any provision of the CFCI Staff Handbook.**”



Suggestions for our future:

1. Follow the Evaluation Flowchart: this is in line with our Social Curriculum and Communication Agreement. The Board should be the “check” that the process was followed.
2. Better timing when voting for and/or delivering news of this magnitude.
3. Repeal the amendment to the Conflict of Interest so voice of teachers can be heard.
4. Revert to previous wording on Teachers’ Contracts.

ATTACHMENT 3

I know there are a lot of people here tonight who are very concerned about the non-renewal of contracts.

My intent is to set aside emotion, be constructive, positive, and forward thinking to hopefully address the true concerns, not the unknown and not the past. The truth is most of us here don't know much about what really happened regarding the recent events and we cannot expect to know because of confidentiality regarding personnel issues, so I can and will only focus on our future.

Number 1: The faculty & staff need assurance from the leadership. We feel insecure and need to regain confidence in our environment. Ways this can be achieved are by:

- Ensuring the teachers that the evaluation flowchart will be followed. We dedicated an entire staff meeting to reviewing the flowchart two years ago and it is included in our Staff Manual. It needs to be followed for a couple of reasons. Just like rules and procedures are designed to help children be their best, the flowchart is designed to help teachers be their best. An important part of the flowchart is the action plan. As with a student behavior plan, this important step gives individuals a chance to learn and improve. So using the flowchart is an effective way to ensure that teachers are the best they can be. In addition, following the flowchart will give teachers peace of mind. Without the peace of mind that we are in a safe environment, it's very hard to focus on being a good teacher. This does not mean that we cannot be corrected, or even asked not to return, but we need to be aware of where we stand and how we might need to improve. If we know that procedures are being followed as written, then we can regain confidence in our leadership.
 - To back this up, when discussing contract nonrenewal, the Board must ensure an action plan was in place and was not successfully completed.
- Also, all members of the CFCI community are expected to follow the Communication Agreement which comes directly from our Social Curriculum based on Ruth Charney's Teaching Children to Care. This is a big part of our foundation as a school, in fact our contract lists it as required reading, and it ensures we all adhere to the tenets of our Social Curriculum. Probably the most important point from the Communication Agreement regarding teaching contracts is "continual feedback". Again, this would make sure everyone is clear about their expectations and future with CFCI.

ATTACHMENT 3

Number 2: If a situation like this arises again (this being the nonrenewal of a contract), consider a more appropriate time to either vote on and/or deliver the news. We must be certain to not disrupt the learning environment. If possible, decisions like this should be made at the very end of the school year and the news certainly delivered when the students have finished the year.

Number 3: Consider modifying the Conflict of Interest policy that was amended in February of 2010 and revert to Robert's Rules of Order which say that a Board member cannot be compelled to not vote, but may abstain from voting. This would not only enable the voting teachers to have a voice when they feel it's most important, but it would also serve to help our community feel more at ease with important decisions that are made at the Board level by knowing that the teachers' input will be heard. We are all professionals and should be trusted to maintain professionalism when handling these situations.

Number 4: On our new teaching contracts there is a new clause to the At Will Employment section that states: "This provision takes precedence over any oral agreement between the parties, or any provision of the CFCI Staff Handbook."

This contradicts the foundation of the Staff Handbook and the importance of procedure; it is not in line with the flowchart we teachers are all expecting to use and follow. Again, it is of utmost importance that we have some consistent procedure we can expect in order to feel secure in our environment. I suggest we revert to the previous contract that does not contain this statement.

In summary, my suggestions for the benefit of CFCI's future are:

- 1: Use the evaluation flowchart and always remember to abide by our Communication Agreement. The Board must ensure the flowchart is being utilized when discussing contract renewal.
- 2: Consider better timing to vote on and/or deliver news of this magnitude.
- 3: Revert to the Robert's Rules of Order regarding conflict of interest.
- 4: Revert to the previous wording on teachers' contracts.

Thank you.



Cape Fear Center For Inquiry

Director's Report June 2011

FYI

- Thanks to everyone who helped pack the PODs! We could not have done it with all the volunteers!
- Enrollment numbers for next school year are: K-40, 1-10, 2-44, 3-44, 4-48, 5-48, 6-48, 7-48, 8-40 for a total of 400 students (we have 4 open seats in 8th grade)
- PPRC report (see attached)
- The teachers are doing a great job with the move. The POD's will be going to the warehouse this week and the offices will be moving to 800 Shipyard next Tuesday. We hope our phone # for the summer will be the same: 362-0000. All other numbers will be connected to the new campus in August.
- Please see Director's Goals and Objectives for 2011/2012
- Update on Senate Bill 8.
- I am planning on going to Maine the week of Oct 17th. There is a scheduled board meeting the 18th that I will not be able to attend.

ACTIONS

- Re-read of administrative assistant job description (correct version)
- 2nd read Policy 415 Academic Integrity
- Recommendations for teaching positions: 6th grade ELA/Social Studies, 8th Grade ELA/Social Studies, 3rd grade, 2nd grade, K-8 PE/Health. (see bio's for each individual)

**GENERAL ASSEMBLY OF NORTH CAROLINA
SESSION 2011**

**SESSION LAW 2011-164
SENATE BILL 8**

AN ACT TO REMOVE THE CAP ON CHARTER SCHOOLS; TO ALLOW STATE BOARD OF EDUCATION DISCRETION IN GRANTING FINAL APPROVAL OF CHARTER SCHOOL APPLICATIONS; TO RAISE THE ENROLLMENT GROWTH CAP TO TWENTY PERCENT; TO PERMIT CHARTER SCHOOLS TO CHARGE FEES CHARGED BY THE LOCAL SCHOOL ADMINISTRATIVE UNIT; TO STRENGTHEN THE STANDARDS FOR RETAINING A CHARTER FOR A CHARTER SCHOOL; AND TO REQUIRE THE STATE BOARD OF EDUCATION TO REPORT TO THE GENERAL ASSEMBLY ON CHARTER SCHOOLS.

The General Assembly of North Carolina enacts:

SECTION 1. G.S. 115C-238.29D(a) reads as rewritten:

"(a) The State Board ~~shall~~may grant final approval of an application if it finds that the application meets the requirements set out in this Part or adopted by the State Board of Education and that granting the application would achieve one or more of the purposes set out in G.S. 115C-238.29A. The State Board shall act by March 15 of a calendar year on all applications and appeals it receives prior to February 15 of that calendar year."

SECTION 2.(a) G.S. 115C-238.29D(b) is repealed.

SECTION 2.(b) G.S. 115C-105.37B(a)(2) reads as rewritten:

"(a) Notwithstanding any other provision of this Article, the State Board of Education is authorized to approve a local board of education's request to reform any school in its administrative unit which the State Board of Education has identified as one of the continually low-performing schools in North Carolina.

If the State Board of Education approves a local board of education's request to reform a school, the State Board of Education may authorize the local board of education to adopt one of the following models in accordance with State Board of Education requirements:

- ...
- (2) Restart model, in which the State Board of Education would authorize the local board of education to operate the school with the same exemptions from statutes and rules as a charter school authorized under Part 6A of Article 16 of this Chapter, or under the management of an educational management organization that has been selected through a rigorous review process. A school operated under this subdivision remains under the control of the local board of education, and employees assigned to the school are employees of the local school administrative unit with the protections provided by G.S. 115C-325. ~~This subdivision shall not be interpreted to increase the maximum number of charter schools provided in G.S. 115C-238.29D(b). No school authorized under this subsection shall count against the limit provided for charter schools in G.S. 115C-238.29D(b)."~~

SECTION 3. G.S. 115C-238.29D(d) reads as rewritten:

"(d) The State Board of Education may grant the initial charter for a period not to exceed 10 years and may renew the charter upon the request of the chartering entity for subsequent periods not to exceed 10 years each. The State Board of Education shall review the operations of each charter school at least once every five years to ensure that the school is meeting the expected academic, financial, and governance standards.

A material revision of the provisions of a charter application shall be made only upon the approval of the State Board of Education.



It shall not be considered a material revision of a charter application and shall not require the prior approval of the State Board for a charter school to increase its enrollment during the charter school's second year of operation and annually thereafter (i) by up to ~~ten~~twenty percent ~~(10%)~~(20%) of the school's previous year's enrollment or (ii) in accordance with planned growth as authorized in the charter. Other enrollment growth shall be considered a material revision of the charter application, and the State Board may approve such additional enrollment growth of greater than ~~ten~~twenty percent ~~(10%)~~(20%) only if the State Board finds that:

- (1) The actual enrollment of the charter school is within ten percent (10%) of its maximum authorized enrollment;
- (2) The charter school has commitments for ninety percent (90%) of the requested maximum growth;
- (3) The board of education of the local school administrative unit in which the charter school is located has had an opportunity to be heard by the State Board of Education on any adverse impact the proposed growth would have on the unit's ability to provide a sound basic education to its students;
- (4) The charter school is not currently identified as low-performing;
- (5) The charter school meets generally accepted standards of fiscal management; and
- (6) It is otherwise appropriate to approve the enrollment growth."

SECTION 4. G.S. 115C-238.29F(b) reads as rewritten:

"(b) School Nonsectarian. – A charter school shall be nonsectarian in its programs, admission policies, employment practices, and all other operations and shall not charge tuition or ~~fees~~. fees, except that a charter school may charge any fees that are charged by the local school administrative unit in which the charter school is located. A charter school shall not be affiliated with a nonpublic sectarian school or a religious institution."

SECTION 5. G.S. 115C-238.29G is amended by adding a new subsection to read:

"(a1) The State Board shall adopt criteria for adequate performance by a charter school and shall identify charter schools with inadequate performance. The criteria shall include a requirement that a charter school which demonstrates no growth in student performance and has annual performance composites below sixty percent (60%) in any two years in a three-year period is inadequate.

- (1) If a charter school is inadequate in the first five years of the charter, the charter school shall develop a strategic plan to meet specific goals for student performance that are consistent with State Board criteria and the mission approved in the charter school. The strategic plan shall be reviewed and approved by the State Board. The State Board is authorized to terminate or not renew a charter for failure to demonstrate improvement under the strategic plan.
- (2) If a charter school is inadequate and has had a charter for more than five years, the State Board is authorized to terminate or not renew the charter."

SECTION 6. The State Board of Education shall submit a preliminary report and a final report to the General Assembly on the implementation of this act, including (i) the creation, composition, and function of an advisory committee; (ii) the charter school application process; (iii) a profile of applicants and the basis for acceptance or rejection; and (iv) resources required at the State level for implementation of the charter school laws in Part 6A of Article 16 of Chapter 115C of the North Carolina General Statutes. The preliminary report shall be submitted by May 10, 2012, and the final report shall be submitted by June 11, 2012.

SECTION 7. This act becomes effective July 1, 2011.
In the General Assembly read three times and ratified this the 13th day of June, 2011.

s/ Walter H. Dalton
President of the Senate

s/ Dale R. Folwell
Speaker Pro Tempore of the House of Representatives

s/ Beverly E. Perdue
Governor

Approved 5:09 p.m. this 17th day of June, 2011



CFCI Meeting Minutes

I. Topic
Policy and Procedure
Meeting Minutes

06/09/2011

Present: Pam O'Dell, Lisa Brackney, Michael Zentmeyer, Harden Barker, Brian Corrigan, Anna Mallard, Lark Capra, Tara Smith-Russell, Lin Summers

Next meeting: Friday-7/1/11, 10 am, 800 Shipyard #12

I. Topic
415-Academic Integrity

II. Discussion
Discuss changes in draft per board.

III. Action or Request (if any)
Request to change "scholastic endeavors" to "learning activities" in beginning paragraph.

I. Topic
Absence/Tardy Policy

II. Discussion
Discussion on current policy problems and options for change.

III. Action or Request (if any)
Take to faculty for ideas on consequences for tardies.

I. Topic
New School Procedures

II. Discussion
Discussion of transportation, arrival at school, car line, after school pickup, dismissal, visitors.

III. Action or Request (if any)
None.

Please delete what is not used of the form and condense to as few pages as possible or cut and paste more I. II. III. if more topics are needed on the minutes. Please attach agenda if there is one. Board committees please send electronically to Director. All others should be posted in teachers room.



ATTACHMENT 6



CFCI Meeting Minutes

I. Topic

Student Handbook Table of Contents

II. Discussion

Homework instructions.

III. Action or Request (if any)

For Table of Contents...

1. Label it.
2. Put it in order.
3. Put in chapters if applicable.

Please delete what is not used of the form and condense to as few pages as possible or cut and paste more I. II. III. if more topics are needed on the minutes. Please attach agenda if there is one. Board committees please send electronically to Director. All others should be posted in teachers room.

415 Academic Integrity

At CFCI, the inquiry model is used so that students learn through hands-on and group activities in the context of a social curriculum described in the book, Teaching Children to Care. As part of the inquiry model, CFCI students are expected, beginning in the earliest grades, to conduct research and present their findings. While there are appropriate times for collaborative group activities, at other times the student's work is expected to be independent. In all scholastic endeavors, students are expected to demonstrate academic integrity. Academic integrity is when students make the correct decision when faced with the choice to cheat, copy, or represent others' work as their own. The purpose of this policy is to distinguish academic integrity from academic dishonesty, and to outline the consequences when expectations are not met.

Academic integrity is important because it:

- teaches students to value honesty and to trust themselves to complete the work assigned themselves;
- allows students to build skills and competencies that cannot be developed through cheating;
- leads to a sense of confidence, competence, esteem, and accomplishment;
- supports our social curriculum.

Teachers at CFCI value honesty in academic pursuits and teach skills like summarizing, paraphrasing, citing sources, and using quotations to encourage academic integrity.

Violations of the academic integrity policy include cheating, plagiarizing, copying, and otherwise attempting to pass off the work of others as your own.

Academic dishonesty includes, but is not limited to:

- looking at another student's answers or using a "cheat sheet" during a test;
- providing answers on a test or homework assignment to other students;
- allowing another person, such as a parent or tutor, to complete an assignment for a student;
- using material word for word from a website or book without using quotation marks and citing the source;
- using essays or papers for sale online;
- encouraging others to commit academic dishonesty.

Academic dishonesty will be addressed by teachers in consultation, as necessary, with the Director. Factors such as severity, frequency, age of student, and impact on course / other students will be considered. Consequences for academic dishonesty may include:

- losing all or partial credit for an assignment;
- having to redo an assignment for partial or no credit;
- loss of privileges;
- suspension.

The CFCI Board of Directors and faculty believe strongly in academic integrity and expect all students to adhere to this policy.

ATTACHMENT 8

JOB DESCRIPTION

ADMINISTRATIVE ASSISTANT

The Administrative Assistant will facilitate and help maintain a workplace environment that is productive, proactive and which supports the mission and vision of CFCI.

Reports to: CFCI Director

Supervises: NA

Desired Education: High School Diploma

Years of Experience Preferred: 3-5 years in educational office management

Position Type: Full time

Salary Range: \$25,248 - \$43,512

The Administrative Assistant will

- Value the mission and vision of CFCI and have theoretical and practical knowledge of how inquiry-based, integrated curriculum is most beneficial to students and faculty.
- Maintain strict confidentiality regarding all student information.
- Be positive, approachable, and professional in interactions with parents, faculty, students, and community members.
- Serve as front-line public relations person by presenting and explaining CFCI's mission, philosophy, admissions policy, and procedures for enrollment to the community.
- Answer incoming telephone calls and establishes needs of callers in order to refer them to the appropriate staff person for service; distribute messages to staff; review all incoming information and communication and respond appropriately.
- Maintain logs of all visitors and provide each with identification badge for security purposes; maintain logs of students who are checked in/out during the course of the school day.
- Maintain all student cumulative folders, including the creation of folders for new students. Copy and mail records for students who transfer to other schools. Request records from prior schools for new students.
- Takes daily attendance for each homeroom and maintains a database for purposes of implementing CFCI's attendance policy. Schedule attendance meetings for Director and Counselor when students reach certain levels.
- Serve as NCWISE liaison with Acadia NorthStar in handling attendance records, class lists, withdrawals, and enrollments.
- Facilitate maintenance of school equipment (copiers, fax machines).
- Act as Notary Public for parental permission forms for out-of-town field trips.

ATTACHMENT 8

- Administer first-aid and medications to students. Maintain medication logs for all prescription and non-prescription medications administered.
- Assure that all materials and forms for public and staff distribution are readily available.
- Prioritize and delegate tasks to the part-time office assistant.
- In coordination with the Director, prepare for and conduct Parent Education meetings.
- In coordination with the Director, set up process for lottery.
- Prepare enrollment packets for all returning students and new students.
- Prepare first-of-year forms for student packets at the beginning of each school year.
- Place orders for office and classroom supplies.
- Perform other duties and responsibilities as requested by the Director and the Administration team.

ATTACHMENT 9

CFCI Director Goals and Objectives for the 2011/2012 School Year

Standard #1 (Communication)

- Implement the development of a more user friendly school website that will be easier to navigate and easier for school personnel to update.
- Do a feasibility review of “Call Plus” or other calling program which will automatically call all parents with important information.
- Create a school wide parent e-mail distribution list.
- Experiment with blogging.

Standard #2 (Implement vision and initiatives)

- Support the Strategic Planning Committee in the update writing of the CFCI strategic plan.
- Post the CFCI Mission Statement in every classroom.

Standard #3 (Teams)

- Create a more organized faculty committee structure that is clear and published. This structure would include: members, meeting times and dates, charge, reports to staff at faculty meetings.
- Create a process of distributing minutes from these meetings to whole staff.

Standard #4 (Social Curriculum)

- Implement and participate in professional development (especially with the new faculty) around *Teaching Children to Care* and Responsive Classroom.

Standard #5 (Teaching and Student Learning)

- Facilitate the collaborative creation of a more clear evaluation procedure and tool for faculty and staff and create an end of year summative procedure/documentation for faculty and staff
- Become more efficient and proficient with the NC Beginning Teacher Evaluation System.

Standard #6 (Policies)

- Categorize student/parent handbook in a more user friendly fashion.
- Seek parent membership on this committee.

Standard #7 (External Relationships)

- Document volunteer hours within the school and acknowledge bi-monthly a volunteer by writing a piece in the news letter about their dedication and commitment to CFCI.

Standard #8 (Support BOD)

- Send out weekly updates to BOD via e-mail on the on-goings of the school that week.

ATTACHMENT 10
Cape Fear Center for Inquiry

DRAFT 12-14-10

| | | | | | | | |
|------------------|------------------|--------------------------|----------------|---------------------------|--------------------------------|---------------------|------------------------------------|
| Committee | Executive | Curriculum Policy | Finance | Strategic Planning | Building and Facilities | Fund-Raising | Policy and Procedure Review |
|------------------|------------------|--------------------------|----------------|---------------------------|--------------------------------|---------------------|------------------------------------|

| Type of Committee | Standing | Standing | Standing | Standing | Standing | Ad Hoc | Ad Hoc |
|--------------------------|--|---|--|---|----------|--|---|
| Description | <p>The Executive Committee is responsible for setting the agenda for the monthly board meetings; receiving requests to be placed on agenda.</p> <p>This committee is also responsible for preparing the Director's evaluation and presentation to the full board of directors.</p> | <p>The Curriculum Policy Committee facilitates discussion of curricular theory and philosophy within CFCI and seeks to ensure that our school follows its mission and vision for education. The group addresses how teaching and learning are approached at our school using the inquiry model. The group communicates curricular issues with parents, teachers, and the Board.</p> | <p>The Finance Committee is responsible for reviewing and providing guidance for the school's financial matters.</p> <p>Requests and proposals for non-budgeted items should be submitted to Finance for recommendation</p> <p>Once the budget has been approved by the Board, Finance Committee approval is not required for expenditures necessary for the day-to-day operation of the school as long as allocated funds are available.</p> <p>Fiscal decisions that</p> | <p>The CFCI Strategic Planning Committee assists the CFCI Board of Directors by providing continual attention to current situations and changes in CFCI and its external environment, and identifies where CFCI is going over the next three to five years. The Board approved strategic plan determines the overall direction and goals of CFCI and how it plans to reach these goals.</p> | | <p>The purpose of the CFCI Fund-raising committee is to establish an annual fund-raiser to benefit CFCI, thus adding an annual source of revenue which can be utilized by the Board to purchase equipment/supplies, or to enhance academic or recreational opportunities for students.</p> | <p>Policies and procedures are reviewed at the Board or Director's request. CFCI community members may request a review of a particular policy or procedure from the Executive Board or the Director.</p> |

ATTACHMENT 10
Cape Fear Center for Inquiry

DRAFT 12-14-10

| Committee | Executive | Curriculum Policy | Finance | Strategic Planning | Building and Facilities | Fund-Raising | Policy and Procedure Review |
|-----------|-----------|-------------------|---------|--------------------|-------------------------|--------------|-----------------------------|
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| | | | | | | | |
|---------------------------|---|--|--|---|---|---|---|
| | | | are dictated by board policy or bylaws are not under the purview of the Finance Committee. | | | | |
| Member-ship Number | There are five members on this committee. | There is a maximum of eight members on the committee, including the Curriculum Coordinator. | At least six | Membership should be up to five members plus the CFCI Director; three should be board members and diverse to include community, faculty, and parents' representation. | Approximately 10 members | The ideal size of this committee would be set at between 10 and 15. | About seven |
| Chair | The chairperson is the President of the Board of Directors. | The chairperson must be a Board member and will be recommended by the Curriculum Policy Committee members and approved by the Board. | The Finance Committee and is chaired by the Board Treasurer. | The chairperson must be a Board member and will be recommended by the Strategic Planning Committee members and approved by the Board President. | | A Board member shall serve as chair of the committee. | PPRC is lead by the Director and overseen by one board member. |
| Other members | The other members include the Vice President, Board Treasurer, Board Secretary and Director of CFCI | Teachers on the committee should, to the greatest extent possible, represent a range of loop and subject areas. | Other members include the Director, Business Operation Coordinator, 3 teachers (one K-5, one Middle Grades, one Specialist), and other Board | The members of the CFCI Board volunteer to serve on the Strategic Planning Committee. Additional members | The unique qualities of CFCI as a K-8 school creates a dynamic culture within the learning environment created. Each loop level and the middle grades are distinctive stages in a student's | This committee shall be composed of Board members, teachers, artists, parents, and volunteers. The committee members will invite 5 artists to | The composition of the PPRC is as follows: Director, at least one board member for over-site, Michael Zentmeyer (human resources) and one teacher from each |

ATTACHMENT 10
Cape Fear Center for Inquiry

DRAFT 12-14-10

| Committee | Executive | Curriculum Policy | Finance | Strategic Planning | Building and Facilities | Fund-Raising | Policy and Procedure Review |
|-----------|-----------|-------------------|---------|--------------------|-------------------------|--------------|-----------------------------|
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|-----------|---|---|--|---|---|---|--|
| | | | members. | may include one teacher and a Partnership member. | life. Taking this into account, it is important for this committee to have a representative from each loop level. a. Four Teachers – One from each loop & middle grades b. 2 or 3 CFCI Board Members c. CFCI Director d. CFCI Business Operations | serve on the committee and work with CFCI students for a one-year commitment. The Partnership will also have at least one representative. The committee will have a minimum of a chair and a secretary as officers. | loop level. |
| Selection | Members are selected by a vote of the full Board. | Members of this committee are self-selected. | Teachers are placed on the committees-either vote or volunteer. (Faculty will decide at 9/15 meeting.) | A non-board member teacher will be approved by the faculty. | Teachers will be chosen by loop level in September each year The teachers will be elected each year. | Teachers and CFCI employees may volunteer to serve. | Loop levels pick their representative. |
| Term | 1 year term | Ideally, members of the committee serve for two years with staggered rotations. | Rotation of the members – 1 year term, can serve 3 consecutive terms | Each committee member will rotate off the committee after three years of service. | In order to have continuity from year-to-year the Board members will remain on the committee through their term on the Board. | Teachers, employees, Board members, Partnership, parents, and volunteers will serve two-year terms, and may | No formal rotation. |

ATTACHMENT 10
Cape Fear Center for Inquiry

DRAFT 12-14-10

| Committee | Executive | Curriculum Policy | Finance | Strategic Planning | Building and Facilities | Fund-Raising | Policy and Procedure Review |
|-----------|-----------|-------------------|---------|--------------------|-------------------------|--------------|-----------------------------|
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|---------------------------|--|---|--|---|---|---|---|
| Members needed | | | Needed: Teachers, Board members | | | volunteer for subsequent terms. Every effort will be made to stagger terms so that when a Board member, teacher/employee, parents, volunteers, and artists rotate off, another rotates on. Needed: Board members including a committee chair. | Needed: one teacher per loop level |
| Member-ship Skills | | <ol style="list-style-type: none"> Desire to give input on curricular issues related to inquiry in general and CFCI in particular. Willingness to conduct research / background readings to support committee activities. | | Strategic Planning Committee members must have organizational skills, forward thinking skills, strong communications skills, and have knowledge of the vision, mission, and values of CFCI. Specific experience with strategic planning is helpful, but not required. The committee may utilize outside | It is preferred to have committee members who have a vision for the growth and development of the CFCI educational community. | | |

ATTACHMENT 10
Cape Fear Center for Inquiry

DRAFT 12-14-10

| Committee | Executive | Curriculum Policy | Finance | Strategic Planning | Building and Facilities | Fund-Raising | Policy and Procedure Review |
|-----------|-----------|-------------------|---------|--------------------|-------------------------|--------------|-----------------------------|
|-----------|-----------|-------------------|---------|--------------------|-------------------------|--------------|-----------------------------|

| | | | | resources and assistance as needed. | | | |
|---------------|---|--|---|--|--|---|---|
| Charge | <p>The Executive Committee is charged with, but not limited to the following:</p> <ol style="list-style-type: none"> 1. Preparation and review of CFCI Director's evaluation; presentation of Director's evaluation to the full board of directors. 2. Setting agenda items for monthly board meetings: included but not limited to the Director's report, standing committee reports and receiving requests to have items placed on agenda for full board meeting. | <p>The Curriculum Policy Committee is charged with, but not limited to the following:</p> <ol style="list-style-type: none"> 1. Address curricular concerns voiced by community members in a timely manner to consistently improve learning 2. Develop guidelines for inquiry and assessment 3. Support staff by locating appropriate resources to meet student and teacher needs 4. Create and disseminating documents that articulate CFCI teaching standards, | <p>Directive of the Finance Committee include:</p> <ol style="list-style-type: none"> 1. Review Monthly budget reports 2. Solicit CFCI Community input on budget ideas 3. Provide input to the entire Board in regards to fiscal responsibility 4. Develop an annual operating budget with staff 5. Review and recommend an annual budget for Board approval 6. Review financial requests and proposals and make recommendati | <p>The Strategic Planning Committee is charged with, but not limited to the following:</p> <ol style="list-style-type: none"> 1. Periodically develop a strategic plan (approximately every 3-5 years) 2. With existing plan in place: <ol style="list-style-type: none"> a. Review on an annual basis b. Note those objectives that have been accomplished c. Refine and add objectives, as needed d. Assign responsibilities for each objective – | <p>The directives of the Building and Facilities Committee are to:</p> <ol style="list-style-type: none"> 1. Oversee the maintenance of the new building and grounds 2. Propose policies that would allow for the continuation of a vibrant learning environment 3. Establish a long-term plan for the growth and update of the CFCI campus | <p>During the 2010-11 school year, the Fund-Raising Committee invited 5 local artists to work with student in creating works of art, which will be auctioned at the first annual "Great ArtSpectations" fund-raiser on March 26, 2011.</p> <p>In the following years, other artists will be invited to work with students during the fall semester. The artwork created and donated by the artists will be auctioned during the annual spring auction.</p> <p>The CFCI Art Teacher will work closely with the 5</p> | <p>PPRC brings revisions and new policy for readings to the CFCI Board through the Director's Monthly Report.</p> |

ATTACHMENT 10
Cape Fear Center for Inquiry

DRAFT 12-14-10

| Committee | Executive | Curriculum Policy | Finance | Strategic Planning | Building and Facilities | Fund-Raising | Policy and Procedure Review |
|-------------------------|----------------------------------|--|---|--|-------------------------|---|-----------------------------------|
| | | practices, and expectations | <p>ons to the Board of Directors for approval</p> <p>7. Teacher members will report back to faculty</p> | <p>committee, role, group</p> <p>e. Present the strategic plan update to the Board for approval</p> <p>3. Creates/ conducts/ tallies/presents the annual Board Self-Evaluation as a strategic tool</p> | | artists to plan/chair the aspects of "Great ArtSpectations" that have to do with the artists' donations to the auction, and artists' work with students in teaching and creating art. | |
| Meeting Schedule | The second Monday Of every month | Generally meets the third Monday of the month at 3:30 pm | | | | Monthly | The first Thursday of every month |

ATTACHMENT 11

AMENDMENT 1 Approved: 2-16-10

The provisions enacted in this amendment override any conflicting articles in original bylaws.

CONFLICT OF INTEREST

Any officer, key employee, or committee member having an interest in a contract, other transaction or program presented to or discussed by the Board or Board Committee for authorization, approval, or ratification shall make a prompt, full and frank disclosure of his or her interest to the Board or committee prior to its acting on such contract or transaction. Such transaction which might reasonably be construed to be adverse to the corporation's interest. The body to which such disclosure is made shall thereupon determine, by majority vote, whether the disclosure shows that a conflict of interest exists or can reasonably be construed to exist. If a conflict is deemed to exist, such person shall not vote on, nor use his or her personal influence on, nor be present during in the discussion or deliberations with respect to, such contract or transaction (other than to present factual information or to respond to questions prior to the discussion). The minutes of the meeting shall reflect the disclosure made, the vote thereon and, where applicable, the abstention from voting and participation. The Board may adopt conflict of interest policies requiring: (a) regular annual statements from officers and key employees to disclose existing and potential conflict in interest; and, (b) corrective and disciplinary actions with respect to transgressions of such policies.

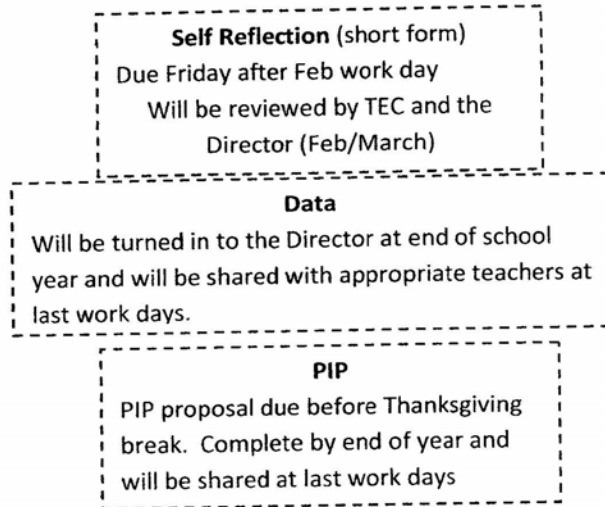
For the purpose of this section, a person shall be deemed to have an "interest" in a contract or other transaction if he or she is the party (or one of the parties) contracting or dealing with the corporation, or is a director, trustee or officer o f or has a significant financial or influential interest in the entity contracting or dealing with the corporation.

ATTACHMENT 12

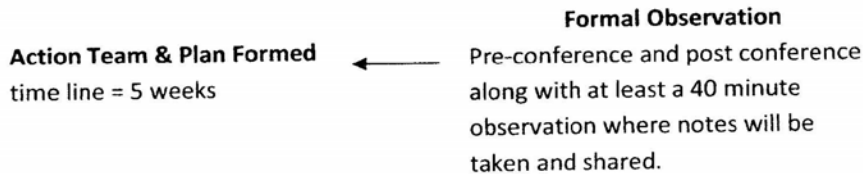
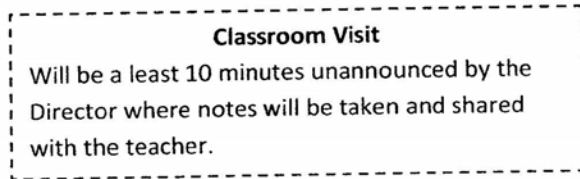
Veteran
3rd year or more
teaching at CFCI

Incomplete
Teacher will have until the 1st
week in April to resubmit

**Complete and in good
standing**



Professional Expectation Criteria
Rubric will be filled out by the
Director as needed when an
expectation is not being met.



Probational Observation
Director observation for at
least 5 hours where notes will
be taken and shared with the
teacher.

Director's Decision

Incomplete/No Resolve
A contract for following year will
be issued to the teacher

Immediate Dismissal
Teacher's current contract



CFCI Parents for Clarity

Kasey Valente, Lark Capra,
Lin Summers, Kym Davidson,
and Tara Smith Russell

Introduction.....Kasey Valente

- CFCI Parents for Clarity is a group composed of approx. 70 CFCI Families concerned over recent actions by the CFCI Board of Directors and CFCI Administrative Team
- Goals:
 - Clarity on recent actions
 - Clarity on focus back to CFCI Mission, Vision, and Non-Negotiables,
 - Clarity on staff support
 - Clarity on teacher contract process
- Actions:
 - CFCI BOD offer CFCI Community Town Hall Meeting
 - Conduct an anonymous survey for staff to gauge their perception of BOD and Administrative Team
 - Access to committee minutes and list

Teacher Support.....Lark Capra

- Compassion?
- Teachers are in fear and afraid of retaliation if they question Administrative Team (90%)
- Many teachers are seeking employment elsewhere
- Evaluation reform, including parent & student input

Mission/Vision/Non-Negotiables

- Our Children learn best in a safe and caring environment where every child is respected and valued.
- We rely on mutual support of home, school and community.
- Communication and family involvement are vital to ensuring student growth
- We agree that nurturing and educating children are monumental tasks that require the collaborative efforts of the entire school community.
- We work to create a community in which we foster open communication in order to grow professionally and to resolve conflict
- We are accountable to our students and their parents, each other as faculty members.....

Mission continued

- We are expected to be involved in decisions that affect our school and our classrooms.
- We promote the care and respect of others.
- We aggressively prepare our students to become effective communicators, critical thinkers and creative problem solvers because problem solving is a natural part of everyday life.

Administrative Accountability....Lin Summers

- Personal background
- Administrative minutes request
- Committee members list request
- Secrecy, transparency, lack of trust
- Remember: perception is reality

Administration Team

(For viewers' reference)

- Brian Corrigan, Director
- Lori Underwood, Curriculum Coordinator
- Michael Zentmeyer, Human Resource Coordinator
- Kathy Rettig, Business Operations Coordinator
- Nancy Johnsen, EC Coordinator

Board Accountability....

Kym Davidson

- Questions concerning: Conflict of Interest Policy (See Slide:Policy)
- Clarity regarding which BOD members excused themselves and which stayed to vote on teacher contract non-renewal. Did Board Member excuse themselves, or were they asked to leave? (See Slide: Voting)
- Lori Underwood was invited into closed session, did BOD vote on her attendance as policy requires?
- Why did the BOD take such actions when the school's HR Coordinator was unavailable?
- BOD, Admin Team, Teachers/Staff, Families must work together on the decision-making process

Timeline of Events Surrounding 5/18/10

- April: Teacher evaluations with Director. (Nothing noted on performance/room to improve)
- May 9: Executive Board meets
- May 10: Two subs called in advance by Mr. Zentmeyer to cover undisclosed classrooms in elementary and middle grades on 5/18
- May 17: BOD Meeting
- May 18:
 - 7am: Teachers told contracts not renewed. Take day off, will be contacted later to discuss plans. Law enforcement present
 - 8 am: Subs with no plans, teachers & students upset, no announcements allowed re: what happened
 - 12:30 pm: Job postings for positions on CFCI.net and Craig's List

Timeline 5/18 ...continued

- May 23: Job postings close (3.5 days later)
- May 30-June 3: Scripted Interviews conducted with many qualified applicants/ acquaintances/ parents of CFCI & Inquiry-based learning
- June 1-10: : an applicant and interviewed friend of HR Coordinator indicates to community that she was offered a middle grade position; community members at large were sharing this information in public based on the word of the new hire

Conflict of Interest Amendment

AMENDMENT 1

Approved: 2-16-10

The provisions enacted in this amendment override any conflicting articles in original bylaws.

CONFLICT OF INTEREST

Any officer, key employee, or committee member having an interest in a contract, other transaction or program presented to or discussed by the Board or Board Committee for authorization, approval, or ratification shall make a prompt, full and frank disclosure of his or her interest to the Board or committee prior to its acting on such contract or transaction. Such transaction which might reasonably be construed to be adverse to the corporation's interest. The body to which such disclosure is made shall thereupon determine, by majority vote, whether the disclosure shows that a conflict of interest exists or can reasonably be construed to exist. If a conflict is deemed to exist, such person shall not vote on, nor use his or her personal influence on, nor be present during in the discussion or deliberations with respect to, such contract or transaction (other than to present factual information or to respond to questions prior to the discussion). The minutes of the meeting shall reflect the disclosure made, the vote thereon and, where applicable, the abstention from voting and participation. The Board may adopt conflict of interest policies requiring: (a) regular annual statements from officers and key employees to disclose existing and potential conflict in interest; and, (b) corrective and disciplinary actions with respect to transgressions of such policies.

For the purpose of this section, a person shall be deemed to have an "interest" in a contract or other transaction if he or she is the party (or one of the parties) contracting or dealing with the corporation, or is a director, trustee or officer o f or has a significant financial or influential interest in the entity contracting or dealing with the corporation.

CFCI Board Members and Contract Non-Renewal Vote

| | | | | |
|----|--------------------|----------------|-------------------|---|
| 1 | Teresa Spanos | President | Voting Member | Nondisclosed Conflict of Interest - parent of student who had Mrs Lambe as a teacher and a substitute teacher for Mrs Lambe |
| 2 | John Fuller | Vice-President | Voting Member | Nondisclosed Conflict of Interest - parent of student who had Mrs Lambe as a teacher |
| 3 | David Ball | Secretary | Voting Member | |
| 4 | Todd Godbey | Treasurer | Voting Member | Conflict of Interest - Dismissed from discussion and vote |
| 5 | Anne Patterson | | Voting Member | |
| 6 | Brenda Carey | | Voting Member | |
| 7 | Debbie Powell | | Voting Member | Absent from Board of Directors meeting |
| 8 | Harden Barker | | Voting Member | Conflict of Interest - Dismissed from discussion and vote |
| 9 | Joan Marshall | | Voting Member | |
| 10 | John Johnson | | Voting Member | Conflict of Interest - Dismissed from discussion and vote |
| 11 | Megan Johnson | | Voting Member | Absent from Board of Directors meeting |
| 12 | Michelle Hair | | Voting Member | Conflict of Interest - Dismissed from discussion and vote |
| 13 | Tom Hayes | | Voting Member | |
| 1 | Brain Corrigan | | Non-Voting Member | |
| 2 | Eden Avery | | Non-Voting Member | |
| 3 | Pam O'Dell | | Non-Voting Member | Conflict of Interest - Dismissed from discussion and vote |
| 4 | Pauline Piner | | Non-Voting Member | Conflict of Interest - Dismissed from discussion and vote |
| 5 | Rene Lemons-Matney | | Non-Voting Member | Conflict of Interest - Dismissed from discussion and vote |

Removing either Teresa Spanos, John Fuller or both from this vote due to a Conflict of Interest, the Board does not have a quorum present, the motion fails and the vote cannot be counted.

Summary..... Tara Smith Russell

Who We Are/Non-Negotiables

- The faculty at CFCI came together during the 2003-2004 school year to create the following statements about who we are. They support the mission and vision and further clarify the fundamental beliefs of our school community.
- We foster inquiry-based teaching and learning, creativity, and personal growth for all members of the school community.
- Children are the heart of the school and all decisions take into consideration their individual physical, intellectual, social and emotional needs.
- Learning is a continuous process, enhanced by experience. We will always be “becoming.”
- Because we have a unique opportunity to be professional decision-makers, our professional responsibility and accountability are paramount.

Summary...Non-Negotiables continued

- Learning is joyous.
- All members of our learning community are encouraged and expected to continue learning.
- We work to create a community in which we foster open communication in order to grow professionally and to resolve conflict.
- We actively seek to show that our students are learning and we are able to explain our teaching and the inquiry process. We are accountable to our students and their parents, each other as faculty members, the Board of Directors, the larger professional community, the State of North Carolina (DPI) and the local community at-large.

Summary...Non-Negotiables continued

- We are a unified group of diverse thinkers.
- We are expected to be involved in decisions that affect our school and our classrooms.
- We are creative as problem solvers and teachers.
- We promote the care and respect of others.

What We Want....

- Validity of concerns acknowledged
- Better communication from the BOD regarding the directions of the school (preferably communicated through a representative of the Board, not Administration)
- Clear understanding of and participation in teacher evaluation process
- Clear understanding of the process for addressing concerns with the Board
- Town Hall Style Meeting

What We Want.....

- Leadership Training for Administrative Team on Social Curriculum and Inquiry Based Education
- In recent weeks, we have had conversations with most staff members that reflect a general level of distrust of the Administrative Team. We suggest that you extend an invitation to each of them, to meet individually, ensuring them a sense of safety in disclosing to you, without fear of retaliation, their experiences with the Administrative Team and their concerns moving forward, or conduct an anonymous survey.
- We would like access to the results of the Director's Survey to ensure that our input is considered in his evaluation process
- Access to Administrative Team Minutes

Thank You

- We appreciate the opportunity to discuss our concerns with you tonight.
- We know you are a group of volunteers and acknowledge your necessary and valuable contribution to our school community.



CFCI Meeting Minutes



Finance Committee Meeting Minutes

6-13-2011

Present: Todd Godbey, Brian Corrigan, Joanne Brinkley, Harden Barker
Next meeting: 7-11-11 TBD - Location

I. Topic

Finance reports released.

II. Discussion

Email Kathy R for any questions regarding budget reports.

III. Action or Request (if any)

I. Topic

Contract discussion for playground, copying machines, and cleaning. Entered closed session pursuant NCGS 143-318.11 (5). John Johnson invited to stay for closed session.

II. Discussion

Discussions starts in closed session at 4:14 PM. Committee comes out of closed session at 4:51 PM.

III. Action or Request (if any)

- Finance recommends contract with Systel Corporation at the bid cost of \$497.20 per month for 2 machines identical to services we currently have.
- Finance committee recommends to counteroffer using option 1 (commercial cleaning and building maintenance – NO landscaping included): get more aggressive in pricing and please give absolute best offer. Deadline for submission is noon Friday June 17. Emails then will be sent out thru Finance Committee to make final recommendation.
- Finance recommends to go with Carolina Parks and Play, put down a \$34,000 down payment, and request a 90 day payoff note interest free from the company from the time of installation

Please delete what is not used of the form and condense to as few pages as possible or cut and paste more I. II. III. if more topics are needed on the minutes.

Please attach agenda if there is one.

Board committees please send electronically to Director. All others should be posted in teachers room.



CFCI Meeting Minutes



being completed.

I. Topic

II. Discussion

III. Action or Request (if any)

Please delete what is not used of the form and condense to as few pages as possible or cut and paste more I. II. III. if more topics are needed on the minutes.

Please attach agenda if there is one.

Board committees please send electronically to Director. All others should be posted in teachers room.

Date: 06/07/2011
 Time: 8:27 am

CAPE FEAR CENTER FOR INQUIRY
 FEDERAL PROGRAMS
 From 5/1/2011 to 5/31/2011

| | | CURRENT BUDGET | MTD ACTIVITY | YTD ACTIVITY | BUDGET BALANCE | PERCENT REMAINING |
|------------------------|--------------------------------|-------------------|-----------------|-----------------|-------------------|----------------------|
| PRC - 026 | | | | | | |
| 3-3600-026-000 | Rev - Educ for Homeless-026 | \$125.98 | \$0.00 | \$125.98 | \$0.00 | 0.00% |
| 3-5330-026-411 | Supplies and Materials - 026 | \$125.98 | \$0.00 | \$125.98 | \$0.00 | 0.00% |
| Total PRC - 026 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| PRC - 044 | | | | | | |
| 3-3600-044-000 | Rev - IDEA VI-B Sliver - 044 | \$3,256.00 | \$0.00 | \$3,256.00 | \$0.00 | 0.00% |
| 3-5210-044-411 | EC Supplies and Materials-044 | \$3,256.00 | \$0.00 | \$3,256.00 | \$0.00 | 0.00% |
| Total PRC - 044 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| PRC - 060 | | | | | | |
| 3-3600-060-000 | Rev - IDEA VI-B Handicap - 060 | \$53,479.88 | \$0.00 | \$39,025.46 | \$14,454.42 | 27.03% |
| 3-5210-060-121 | Salary - EC Teacher - 060 | \$5,720.00 | \$0.00 | \$5,720.00 | \$0.00 | 0.00% |
| 3-5210-060-211 | ER's Social Security Cost-060 | \$438.00 | \$0.00 | \$438.00 | \$0.00 | 0.00% |
| 3-5210-060-312 | EC Workshop Expenses - 060 | \$2,750.88 | \$0.00 | \$1,503.28 | \$1,247.60 | 45.35% |
| 3-5210-060-411 | EC Supplies and Materials-060 | \$2,664.00 | \$0.00 | \$2,047.18 | \$616.82 | 23.15% |
| 3-5240-060-311 | Contracted Speech Services-060 | \$15,727.00 | \$0.00 | \$15,727.00 | \$0.00 | 0.00% |
| 3-5840-060-311 | Contracted Services-O/T - 060 | \$10,000.00 | \$0.00 | \$6,822.50 | \$3,177.50 | 31.78% |
| 3-5840-060-317 | Contracted Psychology - 060 | \$16,180.00 | \$0.00 | \$6,767.50 | \$9,412.50 | 58.17% |
| Total PRC - 060 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| PRC - 103 | | | | | | |
| 3-3600-103-000 | Rev - Improving Tchr Qual-103 | \$3,514.60 | \$25.00 | \$2,448.97 | \$1,065.63 | 30.32% |
| 3-5110-103-163 | Substitute Pay-Staff Dev-103 | \$350.00 | \$0.00 | \$245.00 | \$105.00 | 30.00% |
| 3-5110-103-193 | Mentor Pay - 103 | \$2,070.23 | \$0.00 | \$2,000.00 | \$70.23 | 3.39% |
| 3-5110-103-211 | ER's Social Security Cost-103 | \$185.15 | \$0.00 | \$168.96 | \$16.19 | 8.74% |
| 3-5110-103-312 | Workshop Expenses - 103 | \$341.32 | \$25.00 | \$35.01 | \$306.31 | 89.74% |
| 3-5110-103-352 | Education Reimbursement-103 | \$567.90 | \$0.00 | \$0.00 | \$567.90 | 100.00% |
| Total PRC - 103 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| PRC - 118 | | | | | | |
| 3-3600-118-000 | Rev - IDEA VI-B Spec Needs-118 | \$2,000.00 | \$0.00 | \$509.40 | \$1,490.60 | 74.53% |
| 3-5210-118-312 | EC Workshop Expenses - 118 | \$2,000.00 | \$0.00 | \$509.40 | \$1,490.60 | 74.53% |
| Total PRC - 118 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |

Date: 06/07/2011

Time: 8:27 am

CAPE FEAR CENTER FOR INQUIRY
FEDERAL PROGRAMS
From 5/1/2011 to 5/31/2011

| | | CURRENT BUDGET | MTD ACTIVITY | YTD ACTIVITY | BUDGET BALANCE | PERCENT REMAINING |
|------------------|--|-------------------|-----------------|-----------------|-------------------|----------------------|
| PRC - 140 | | | | | | |
| 3-3600-140-000 | Rev - ARRA Stabilization - 140 | \$99,636.41 | \$0.00 | \$99,636.41 | \$0.00 | 0.00% |
| 3-5110-140-121 | Salary - Teacher - 140 | \$84,323.41 | \$0.00 | \$84,323.41 | \$0.00 | 0.00% |
| 3-5110-140-211 | ER's Social Security Cost-140 | \$6,451.00 | \$0.00 | \$6,451.00 | \$0.00 | 0.00% |
| 3-5110-140-221 | ER's Retirement Cost - 140 | \$8,862.00 | \$0.00 | \$8,862.00 | \$0.00 | 0.00% |
| | Total PRC - 140 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| PRC - 144 | | | | | | |
| 3-3600-144-000 | Rev - ARRA IDEA VI-B - 144 | \$2,398.53 | \$0.00 | \$2,398.53 | \$0.00 | 0.00% |
| 3-5210-144-121 | Salary - EC Teacher - 144 | \$2,228.07 | \$0.00 | \$2,228.07 | \$0.00 | 0.00% |
| 3-5210-144-211 | ER's Social Security Cost-144 | \$170.46 | \$0.00 | \$170.46 | \$0.00 | 0.00% |
| | Total PRC - 144 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| PRC - 155 | | | | | | |
| 3-3600-155-000 | Rev - Education Jobs Fund-155 | \$74,073.00 | \$6,619.94 | \$59,714.09 | \$14,358.91 | 19.38% |
| 3-5110-155-121 | Salary - Teacher - 155 | \$62,689.00 | \$5,602.51 | \$50,775.76 | \$11,913.24 | 19.00% |
| 3-5110-155-211 | ER's Social Security Cost-155 | \$4,795.00 | \$428.60 | \$3,638.88 | \$1,156.12 | 24.11% |
| 3-5110-155-221 | ER's Retirement Cost - 155 | \$6,589.00 | \$588.83 | \$5,299.45 | \$1,289.55 | 19.57% |
| | Total PRC - 155 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| | TOTAL FEDERAL NET SURPLUS/(DEFICIT) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |

CAPE FEAR CENTER FOR INQUIRY
BUDGET REPORT (CONDENSED)
 From 5/1/2011 to 5/31/2011

| | CURRENT BUDGET | MTD ACTIVITY | YTD ACTIVITY | BUDGET BALANCE | PERCENT REMAINING | NOTES |
|--------------------------------|-----------------------|---------------------|-----------------------|-----------------------|----------------------|-------|
| REVENUE | | | | | | |
| STATE REVENUE | | | | | | |
| Rev - Behavior Support - 029 | \$31,299.00 | \$410.80 | \$30,888.20 | \$410.80 | 1.31% | |
| Rev - Charter Schools - 036 | \$1,734,681.00 | \$0.00 | \$1,734,681.00 | \$0.00 | 0.00% | |
| TOTAL STATE REVENUE | \$1,765,980.00 | \$410.80 | \$1,765,569.20 | \$410.80 | 0.02% | |
| LOCAL REVENUE | | | | | | |
| Rev - Sales Tax | \$303,800.00 | \$142,262.35 | \$142,262.35 | \$161,537.65 | 53.17% | |
| Rev - Field Trip | \$36,000.00 | \$1,426.00 | \$35,031.48 | \$968.52 | 2.69% | |
| Rev - Contributions and Donati | \$2,500.00 | \$0.00 | \$1,847.96 | \$652.04 | 26.08% | |
| Rev - Interest Income-OP-4609 | \$150.00 | \$0.00 | \$112.07 | \$37.93 | 25.29% | |
| Rev - Interest Income-MM-1908 | \$3,300.00 | \$237.19 | \$2,766.95 | \$533.05 | 16.15% | |
| Rev - Interest Income-SV-4483 | \$10.00 | \$0.03 | \$0.31 | \$9.69 | 96.90% | |
| Rev - Interest Income-SV-4595 | \$900.00 | \$0.00 | \$731.92 | \$168.08 | 18.68% | |
| Rev - Various | \$2,406.91 | \$0.00 | \$2,406.91 | \$0.00 | 0.00% | |
| Rev - Arts | \$5,449.02 | \$0.00 | \$5,449.02 | \$0.00 | 0.00% | |
| Rev - Fund Balance Appropriate | \$1,102,963.99 | \$0.00 | \$0.00 | \$1,102,963.99 | 100.00% | |
| Rev - Brunswick County - 5078 | \$62,259.74 | \$0.00 | \$51,883.12 | \$10,376.62 | 16.67% | |
| F & F - Brunswick County-4609 | \$0.87 | \$0.00 | \$0.87 | \$0.00 | 0.00% | |
| F & F - Brunswick County-5078 | \$677.82 | \$0.00 | \$548.67 | \$129.15 | 19.05% | |
| Rev - Duplin County - 5078 | \$1,562.11 | \$142.01 | \$1,420.10 | \$142.01 | 9.09% | |
| Rev - New Hanover County-5078 | \$765,969.00 | \$76,597.00 | \$765,969.00 | \$0.00 | 0.00% | |
| F & F - New Hanover - 5078 | \$16,432.71 | \$6,208.00 | \$16,432.71 | \$0.00 | 0.00% | |
| Rev - Pender County - 5078 | \$49,632.24 | \$4,136.02 | \$41,360.20 | \$8,272.04 | 16.67% | |
| F & F - Pender County - 5078 | \$1,095.00 | \$109.12 | \$1,065.47 | \$29.53 | 2.70% | |
| Rev - Music - 643 | \$1,240.00 | \$50.00 | \$1,240.00 | \$0.00 | 0.00% | |
| Rev - Fundraising - 653 | \$10,000.00 | \$0.00 | \$8,495.83 | \$1,504.17 | 15.04% | |
| Rev - Capital Campaign - 660 | \$36,223.21 | \$1,043.00 | \$36,223.21 | \$0.00 | 0.00% | |
| Rev - Student Fees / Supplies | \$650.00 | \$0.00 | \$623.98 | \$26.02 | 4.00% | |
| Rev - Social Dues | \$400.00 | \$0.00 | \$293.00 | \$107.00 | 26.75% | |
| TOTAL LOCAL REVENUE | \$2,403,622.62 | \$232,210.72 | \$1,116,165.13 | \$1,287,457.49 | 53.56% | |
| FEDERAL REVENUE | | | | | | |
| Rev - Educ for Homeless-026 | \$125.98 | \$0.00 | \$125.98 | \$0.00 | 0.00% | |
| Rev - IDEA VI-B Sliver - 044 | \$3,256.00 | \$0.00 | \$3,256.00 | \$0.00 | 0.00% | |
| Rev - IDEA VI-B Handicap - 060 | \$53,479.88 | \$0.00 | \$39,025.46 | \$14,454.42 | 27.03% | |
| Rev - Improving Tchr Qual-103 | \$3,514.60 | \$25.00 | \$2,448.97 | \$1,065.63 | 30.32% | |
| Rev - IDEA VI-B Spec Needs-118 | \$2,000.00 | \$0.00 | \$509.40 | \$1,490.60 | 74.53% | |
| Rev - ARRA Stabilization - 140 | \$99,636.41 | \$0.00 | \$99,636.41 | \$0.00 | 0.00% | |
| Rev - ARRA IDEA VI-B - 144 | \$2,398.53 | \$0.00 | \$2,398.53 | \$0.00 | 0.00% | |
| Rev - Education Jobs Fund-155 | \$74,073.00 | \$6,619.94 | \$59,714.09 | \$14,358.91 | 19.38% | |

CAPE FEAR CENTER FOR INQUIRY
BUDGET REPORT (CONDENSED)
From 5/1/2011 to 5/31/2011

| | CURRENT BUDGET | MTD ACTIVITY | YTD ACTIVITY | BUDGET BALANCE | PERCENT REMAINING | NOTES |
|--------------------------------|---------------------------|-------------------------|-------------------------|---------------------------|------------------------------|--------------|
| TOTAL FEDERAL REVENUE | \$238,484.40 | \$6,644.94 | \$207,114.84 | \$31,369.56 | 13.15% | |
| CAPITAL REVENUE | | | | | | |
| Rev - Interest Income BD 5221 | \$3,500.00 | \$0.00 | \$3,445.18 | \$54.82 | 1.57% | |
| Rev - Bonds and Notes | \$4,250,000.00 | \$0.00 | \$4,250,000.00 | \$0.00 | 0.00% | |
| TOTAL CAPITAL REVENUE | \$4,253,500.00 | \$0.00 | \$4,253,445.18 | \$54.82 | 0.00% | |
| TOTAL REVENUE | \$8,661,587.02 | \$239,266.46 | \$7,342,294.35 | \$1,319,292.67 | 15.23% | |
| EXPENSES | | | | | | |
| 1. Salaries & Bonuses | \$1,666,045.57 | \$140,182.38 | \$1,514,643.24 | \$151,402.33 | 9.09% | |
| 2. Benefits | \$468,922.35 | \$34,841.74 | \$395,258.96 | \$73,663.39 | 15.71% | |
| 3. Books & Supplies | \$355,296.98 | \$78,889.00 | \$263,491.23 | \$91,805.75 | 25.84% | |
| 4. Technology | \$11,750.00 | \$414.73 | \$9,565.65 | \$2,184.35 | 18.59% | |
| 5. Non-Cap Equipment & Leases | \$12,950.00 | \$1,409.41 | \$11,210.37 | \$1,739.63 | 13.43% | |
| 6. Contracted Student Services | \$89,527.00 | \$7,687.50 | \$77,721.19 | \$11,805.81 | 13.19% | |
| 7. Staff Development | \$10,660.10 | \$35.20 | \$3,356.13 | \$7,303.97 | 68.52% | |
| 8. Administrative Services | \$96,312.33 | \$5,303.05 | \$87,035.19 | \$9,277.14 | 9.63% | |
| 9. Insurances | \$31,916.63 | \$2,197.84 | \$28,658.57 | \$3,258.06 | 10.21% | |
| 10. Rents & Debt Service | \$352,604.00 | \$29,383.66 | \$323,220.26 | \$29,383.74 | 8.33% | |
| 11. Facilities | \$55,653.09 | \$4,743.67 | \$47,630.68 | \$8,022.41 | 14.42% | |
| 12. Utilities | \$45,250.00 | \$2,748.39 | \$37,023.12 | \$8,226.88 | 18.18% | |
| 13. Nutrition & Food | \$3,543.33 | \$327.26 | \$3,458.23 | \$85.10 | 2.40% | |
| 14. Transportation & Travel | \$1,500.00 | \$0.00 | \$558.47 | \$941.53 | 62.77% | |
| 16. New Site Development | \$5,077,658.84 | \$166,797.39 | \$4,224,789.77 | \$852,869.07 | 16.80% | |
| TOTAL EXPENSES | \$8,279,590.22 | \$474,961.22 | \$7,027,621.06 | \$1,251,969.16 | 15.12% | |
| NET SURPLUS/(DEFICIT) | \$381,996.80 | \$(235,694.76) | \$314,673.29 | | | |

BUDGET REPORT

From 5/1/2011 to 5/31/2011

| | CURRENT BUDGET | MTD ACTIVITY | YTD ACTIVITY | BUDGET BALANCE | PERCENT REMAINING | NOTES |
|--------------------------------|-----------------------|---------------------|-----------------------|-----------------------|----------------------|-------|
| REVENUE | | | | | | |
| STATE REVENUE | | | | | | |
| Rev - Behavior Support - 029 | \$31,299.00 | \$410.80 | \$30,888.20 | \$410.80 | 1.31% | |
| Rev - Charter Schools - 036 | \$1,734,681.00 | \$0.00 | \$1,734,681.00 | \$0.00 | 0.00% | |
| TOTAL STATE REVENUE | \$1,765,980.00 | \$410.80 | \$1,765,569.20 | \$410.80 | 0.02% | |
| LOCAL REVENUE | | | | | | |
| Rev - Sales Tax | \$303,800.00 | \$142,262.35 | \$142,262.35 | \$161,537.65 | 53.17% | |
| Rev - Field Trip | \$36,000.00 | \$1,426.00 | \$35,031.48 | \$968.52 | 2.69% | |
| Rev - Contributions and Donati | \$2,500.00 | \$0.00 | \$1,847.96 | \$652.04 | 26.08% | |
| Rev - Interest Income-OP-4609 | \$150.00 | \$0.00 | \$112.07 | \$37.93 | 25.29% | |
| Rev - Interest Income-MM-1908 | \$3,300.00 | \$237.19 | \$2,766.95 | \$533.05 | 16.15% | |
| Rev - Interest Income-SV-4483 | \$10.00 | \$0.03 | \$0.31 | \$9.69 | 96.90% | |
| Rev - Interest Income-SV-4595 | \$900.00 | \$0.00 | \$731.92 | \$168.08 | 18.68% | |
| Rev - Various | \$2,406.91 | \$0.00 | \$2,406.91 | \$0.00 | 0.00% | |
| Rev - Arts | \$5,449.02 | \$0.00 | \$5,449.02 | \$0.00 | 0.00% | |
| Rev - Fund Balance Appropriate | \$1,102,963.99 | \$0.00 | \$0.00 | \$1,102,963.99 | 100.00% | |
| Rev - Brunswick County - 5078 | \$62,259.74 | \$0.00 | \$51,883.12 | \$10,376.62 | 16.67% | |
| F & F - Brunswick County-4609 | \$0.87 | \$0.00 | \$0.87 | \$0.00 | 0.00% | |
| F & F - Brunswick County-5078 | \$677.82 | \$0.00 | \$548.67 | \$129.15 | 19.05% | |
| Rev - Duplin County - 5078 | \$1,562.11 | \$142.01 | \$1,420.10 | \$142.01 | 9.09% | |
| Rev - New Hanover County-5078 | \$765,969.00 | \$76,597.00 | \$765,969.00 | \$0.00 | 0.00% | |
| F & F - New Hanover - 5078 | \$16,432.71 | \$6,208.00 | \$16,432.71 | \$0.00 | 0.00% | |
| Rev - Pender County - 5078 | \$49,632.24 | \$4,136.02 | \$41,360.20 | \$8,272.04 | 16.67% | |
| F & F - Pender County - 5078 | \$1,095.00 | \$109.12 | \$1,065.47 | \$29.53 | 2.70% | |
| Rev - Music - 643 | \$1,240.00 | \$50.00 | \$1,240.00 | \$0.00 | 0.00% | |
| Rev - Fundraising - 653 | \$10,000.00 | \$0.00 | \$8,495.83 | \$1,504.17 | 15.04% | |
| Rev - Capital Campaign - 660 | \$36,223.21 | \$1,043.00 | \$36,223.21 | \$0.00 | 0.00% | |
| Rev - Student Fees / Supplies | \$650.00 | \$0.00 | \$623.98 | \$26.02 | 4.00% | |
| Rev - Social Dues | \$400.00 | \$0.00 | \$293.00 | \$107.00 | 26.75% | |
| TOTAL LOCAL REVENUE | \$2,403,622.62 | \$232,210.72 | \$1,116,165.13 | \$1,287,457.49 | 53.56% | |
| FEDERAL REVENUE | | | | | | |
| Rev - Educ for Homeless-026 | \$125.98 | \$0.00 | \$125.98 | \$0.00 | 0.00% | |
| Rev - IDEA VI-B Sliver - 044 | \$3,256.00 | \$0.00 | \$3,256.00 | \$0.00 | 0.00% | |
| Rev - IDEA VI-B Handicap - 060 | \$53,479.88 | \$0.00 | \$39,025.46 | \$14,454.42 | 27.03% | |
| Rev - Improving Tchr Qual-103 | \$3,514.60 | \$25.00 | \$2,448.97 | \$1,065.63 | 30.32% | |
| Rev - IDEA VI-B Spec Needs-118 | \$2,000.00 | \$0.00 | \$509.40 | \$1,490.60 | 74.53% | |
| Rev - ARRA Stabilization - 140 | \$99,636.41 | \$0.00 | \$99,636.41 | \$0.00 | 0.00% | |
| Rev - ARRA IDEA VI-B - 144 | \$2,398.53 | \$0.00 | \$2,398.53 | \$0.00 | 0.00% | |
| Rev - Education Jobs Fund-155 | \$74,073.00 | \$6,619.94 | \$59,714.09 | \$14,358.91 | 19.38% | |

Date: 06/09/2011

Time: 7:35 am

CAPE FEAR CENTER FOR INQUIRY

BUDGET REPORT

From 5/1/2011 to 5/31/2011

| | CURRENT BUDGET | MTD ACTIVITY | YTD ACTIVITY | BUDGET BALANCE | PERCENT REMAINING | NOTES |
|-------------------------------|---------------------------|-------------------------|-------------------------|---------------------------|------------------------------|--------------|
| TOTAL FEDERAL REVENUE | \$238,484.40 | \$6,644.94 | \$207,114.84 | \$31,369.56 | 13.15% | |
| CAPITAL REVENUE | | | | | | |
| Rev - Interest Income BD 5221 | \$3,500.00 | \$0.00 | \$3,445.18 | \$54.82 | 1.57% | |
| Rev - Bonds and Notes | \$4,250,000.00 | \$0.00 | \$4,250,000.00 | \$0.00 | 0.00% | |
| TOTAL CAPITAL REVENUE | \$4,253,500.00 | \$0.00 | \$4,253,445.18 | \$54.82 | 0.00% | |
| TOTAL REVENUE | \$8,661,587.02 | \$239,266.46 | \$7,342,294.35 | \$1,319,292.67 | 15.23% | |

BUDGET REPORT

From 5/1/2011 to 5/31/2011

| | CURRENT BUDGET | MTD ACTIVITY | YTD ACTIVITY | BUDGET BALANCE | PERCENT REMAINING | NOTES |
|--|-----------------------|---------------------|-----------------------|---------------------|----------------------|-------|
| EXPENSES | | | | | | |
| 1. Salaries & Bonuses | | | | | | |
| Salary - Teacher | \$906,023.59 | \$78,541.00 | \$828,864.56 | \$77,159.03 | 8.52% | |
| Salary - Teacher - 140 | \$84,323.41 | \$0.00 | \$84,323.41 | \$0.00 | 0.00% | |
| Salary - Teacher - 155 | \$62,689.00 | \$5,602.51 | \$50,775.76 | \$11,913.24 | 19.00% | |
| Salary - Mentor Pay - 103 | \$2,070.23 | \$0.00 | \$2,000.00 | \$70.23 | 3.39% | |
| Salary - Teacher Assistant | \$70,290.00 | \$7,064.51 | \$61,454.28 | \$8,835.72 | 12.57% | |
| Salary - Substitute | \$23,000.00 | \$3,920.00 | \$20,950.00 | \$2,050.00 | 8.91% | |
| Salary - Substitute - 103 | \$350.00 | \$0.00 | \$245.00 | \$105.00 | 30.00% | |
| Salary - Full Time Sub | \$25,036.00 | \$2,660.00 | \$18,176.00 | \$6,860.00 | 27.40% | |
| Salary - EC Teacher | \$167,217.00 | \$17,633.01 | \$149,527.95 | \$17,689.05 | 10.58% | |
| Salary - EC Teacher - 060 | \$5,720.00 | \$0.00 | \$5,720.00 | \$0.00 | 0.00% | |
| Salary - EC Teacher - 144 | \$2,228.07 | \$0.00 | \$2,228.07 | \$0.00 | 0.00% | |
| Salary - EC Assistant | \$12,000.00 | \$1,188.00 | \$10,186.00 | \$1,814.00 | 15.12% | |
| Salary - EC Substitute | \$560.00 | \$0.00 | \$560.00 | \$0.00 | 0.00% | |
| Salary - Behavioral - 029 | \$24,029.27 | \$0.00 | \$24,029.27 | \$0.00 | 0.00% | |
| Salary - Guidance | \$22,373.00 | \$2,248.00 | \$22,020.59 | \$352.41 | 1.58% | |
| Salary - Principal | \$81,000.00 | \$6,750.00 | \$74,250.00 | \$6,750.00 | 8.33% | |
| Salary - Assistant Principal | \$51,000.00 | \$4,250.00 | \$46,278.50 | \$4,721.50 | 9.26% | |
| Salary - Office | \$42,136.00 | \$3,575.34 | \$35,803.74 | \$6,332.26 | 15.03% | |
| Salary - Business Manager | \$81,000.00 | \$6,750.01 | \$74,250.11 | \$6,749.89 | 8.33% | |
| Salary - Bonus | \$3,000.00 | \$0.00 | \$3,000.00 | \$0.00 | 0.00% | |
| Total 1. Salaries & Bonuses | \$1,666,045.57 | \$140,182.38 | \$1,514,643.24 | \$151,402.33 | 9.09% | |
| 2. Benefits | | | | | | |
| Social Security Cost | \$111,565.92 | \$10,154.15 | \$101,030.96 | \$10,534.96 | 9.44% | |
| Social Security Cost - 029 | \$1,822.53 | \$0.00 | \$1,822.53 | \$0.00 | 0.00% | |
| Social Security Cost - 060 | \$438.00 | \$0.00 | \$438.00 | \$0.00 | 0.00% | |
| Social Security Cost - 103 | \$185.15 | \$0.00 | \$168.96 | \$16.19 | 8.74% | |
| Social Security Cost - 140 | \$6,451.00 | \$0.00 | \$6,451.00 | \$0.00 | 0.00% | |
| Social Security Cost - 144 | \$170.46 | \$0.00 | \$170.46 | \$0.00 | 0.00% | |
| Social Security Cost - 155 | \$4,795.00 | \$428.60 | \$3,638.88 | \$1,156.12 | 24.11% | |
| State Retirement Cost | \$161,148.39 | \$11,756.96 | \$123,304.99 | \$37,843.40 | 23.48% | |
| State Retirement Cost - 029 | \$1,750.00 | \$0.00 | \$1,750.00 | \$0.00 | 0.00% | |
| State Retirement Cost - 140 | \$8,862.00 | \$0.00 | \$8,862.00 | \$0.00 | 0.00% | |
| State Retirement Cost - 155 | \$6,589.00 | \$588.83 | \$5,299.45 | \$1,289.55 | 19.57% | |
| Hospitalization Cost | \$142,958.40 | \$11,502.40 | \$127,758.80 | \$15,199.60 | 10.63% | |
| Hospitalization Cost - 029 | \$3,697.20 | \$410.80 | \$3,286.40 | \$410.80 | 11.11% | |
| Unemployment Cost | \$18,489.30 | \$0.00 | \$11,276.53 | \$7,212.77 | 39.01% | |
| Total 2. Benefits | \$468,922.35 | \$34,841.74 | \$395,258.96 | \$73,663.39 | 15.71% | |
| 3. Books & Supplies | | | | | | |
| Instructional Supplies | \$22,050.00 | \$1,010.56 | \$17,911.41 | \$4,138.59 | 18.77% | |
| Instructional Supplies - 026 | \$125.98 | \$0.00 | \$125.98 | \$0.00 | 0.00% | |

BUDGET REPORT

From 5/1/2011 to 5/31/2011

| | CURRENT BUDGET | MTD ACTIVITY | YTD ACTIVITY | BUDGET BALANCE | PERCENT REMAINING | NOTES |
|---|---------------------|--------------------|---------------------|--------------------|----------------------|-------|
| EC Instructional Supplies | \$36.00 | \$252.65 | \$252.65 | \$(216.65) | -601.81% | |
| EC Instructional Supplies - 044 | \$3,256.00 | \$0.00 | \$3,256.00 | \$0.00 | 0.00% | |
| EC Instructional Supplies - 060 | \$2,664.00 | \$0.00 | \$2,047.18 | \$616.82 | 23.15% | |
| Safety Supplies | \$800.00 | \$46.30 | \$757.76 | \$42.24 | 5.28% | |
| Arts Supplies | \$4,100.00 | \$54.54 | \$3,618.92 | \$481.08 | 11.73% | |
| Office Supplies | \$8,500.00 | \$1,106.25 | \$8,329.52 | \$170.48 | 2.01% | |
| Board of Directors Supplies | \$50.00 | \$29.78 | \$29.78 | \$20.22 | 40.44% | |
| Postage | \$1,100.00 | \$97.04 | \$1,080.95 | \$19.05 | 1.73% | |
| Memberships | \$1,415.00 | \$55.00 | \$1,366.00 | \$49.00 | 3.46% | |
| Social Dues | \$400.00 | \$0.00 | \$212.01 | \$187.99 | 47.00% | |
| Sales Tax Expense | \$303,800.00 | \$76,182.93 | \$219,294.63 | \$84,505.37 | 27.82% | |
| Music Supplies | \$3,500.00 | \$37.95 | \$1,745.20 | \$1,754.80 | 50.14% | |
| Student Activity - Fundraising | \$3,500.00 | \$16.00 | \$3,463.24 | \$36.76 | 1.05% | |
| Total 3. Books & Supplies | \$355,296.98 | \$78,889.00 | \$263,491.23 | \$91,805.75 | 25.84% | |
| 4. Technology | | | | | | |
| Internet Services | \$200.00 | \$16.00 | \$165.88 | \$34.12 | 17.06% | |
| Instructional Software | \$4,200.00 | \$0.00 | \$2,952.40 | \$1,247.60 | 29.70% | |
| Office Software | \$2,500.00 | \$0.00 | \$2,046.66 | \$453.34 | 18.13% | |
| Non-Capitalized Office Hardware Supplies and Materials | \$250.00 | \$0.00 | \$0.00 | \$250.00 | 100.00% | |
| Technology Computer Equipment | \$600.00 | \$70.74 | \$538.73 | \$61.27 | 10.21% | |
| | \$4,000.00 | \$327.99 | \$3,861.98 | \$138.02 | 3.45% | |
| Total 4. Technology | \$11,750.00 | \$414.73 | \$9,565.65 | \$2,184.35 | 18.59% | |
| 5. Non-Cap Equipment & Leases | | | | | | |
| Instructional Equipment | \$450.00 | \$371.35 | \$403.66 | \$46.34 | 10.30% | |
| Reproduction Costs | \$12,000.00 | \$1,038.06 | \$10,751.71 | \$1,248.29 | 10.40% | |
| Office Equipment | \$500.00 | \$0.00 | \$55.00 | \$445.00 | 89.00% | |
| Total 5. Non-Cap Equipment & Leases | \$12,950.00 | \$1,409.41 | \$11,210.37 | \$1,739.63 | 13.43% | |
| 6. Contracted Student Services | | | | | | |
| Instructional Services | \$720.00 | \$0.00 | \$720.00 | \$0.00 | 0.00% | |
| EC Services | \$0.00 | \$3,985.00 | \$5,622.50 | \$(5,622.50) | 0.00% | |
| EC Services - 060 | \$10,000.00 | \$0.00 | \$6,822.50 | \$3,177.50 | 31.78% | |
| Psychological Services - 060 | \$16,180.00 | \$0.00 | \$6,767.50 | \$9,412.50 | 58.17% | |
| Speech Services | \$7,400.00 | \$1,957.50 | \$4,739.50 | \$2,660.50 | 35.95% | |
| Speech Services - 060 | \$15,727.00 | \$0.00 | \$15,727.00 | \$0.00 | 0.00% | |
| Field Trips | \$39,500.00 | \$1,745.00 | \$37,322.19 | \$2,177.81 | 5.51% | |
| Total 6. Contracted Student Services | \$89,527.00 | \$7,687.50 | \$77,721.19 | \$11,805.81 | 13.19% | |
| 7. Staff Development | | | | | | |
| Workshop Expenses | \$5,000.00 | \$10.20 | \$1,473.44 | \$3,526.56 | 70.53% | |
| Workshop Expenses - 103 | \$341.32 | \$25.00 | \$35.01 | \$306.31 | 89.74% | |
| EC Workshop Expenses - 060 | \$2,750.88 | \$0.00 | \$1,503.28 | \$1,247.60 | 45.35% | |

BUDGET REPORT

From 5/1/2011 to 5/31/2011

| | CURRENT BUDGET | MTD ACTIVITY | YTD ACTIVITY | BUDGET BALANCE | PERCENT REMAINING | NOTES |
|---|---------------------|--------------------|---------------------|--------------------|----------------------|-------|
| EC Workshop Expenses - 118 | \$2,000.00 | \$0.00 | \$509.40 | \$1,490.60 | 74.53% | |
| Education Reimbursements | \$0.00 | \$0.00 | \$(165.00) | \$165.00 | 0.00% | |
| Education Reimbursements - 103 | \$567.90 | \$0.00 | \$0.00 | \$567.90 | 100.00% | |
| Total 7. Staff Development | \$10,660.10 | \$35.20 | \$3,356.13 | \$7,303.97 | 68.52% | |
| 8. Administrative Services | | | | | | |
| Advertising | \$4,500.00 | \$0.00 | \$3,480.75 | \$1,019.25 | 22.65% | |
| Audit Services | \$10,300.00 | \$0.00 | \$10,300.00 | \$0.00 | 0.00% | |
| Bank Fees | \$850.00 | \$9.18 | \$832.38 | \$17.62 | 2.07% | |
| Financial Services | \$37,142.10 | \$3,100.00 | \$34,100.00 | \$3,042.10 | 8.19% | |
| General Administration | \$3,380.00 | \$0.00 | \$1,491.30 | \$1,888.70 | 55.88% | |
| Legal Services | \$3,600.00 | \$0.00 | \$2,347.50 | \$1,252.50 | 34.79% | |
| SIMS/NC WISE Services | \$16,707.91 | \$1,387.50 | \$15,262.50 | \$1,445.41 | 8.65% | |
| Technology Support Services | \$10,000.00 | \$806.37 | \$9,517.92 | \$482.08 | 4.82% | |
| Human Resources | \$750.00 | \$0.00 | \$622.00 | \$128.00 | 17.07% | |
| Other Tax Payments | \$4,052.32 | \$0.00 | \$4,052.32 | \$0.00 | 0.00% | |
| Donations | \$5,030.00 | \$0.00 | \$5,028.52 | \$1.48 | 0.03% | |
| Total 8. Administrative Services | \$96,312.33 | \$5,303.05 | \$87,035.19 | \$9,277.14 | 9.63% | |
| 9. Insurances | | | | | | |
| Workers Compensation | \$6,615.38 | \$242.84 | \$5,348.38 | \$1,267.00 | 19.15% | |
| General Liability | \$22,470.00 | \$1,955.00 | \$20,483.63 | \$1,986.37 | 8.84% | |
| Other Insurance & Judgments | \$2,831.25 | \$0.00 | \$2,826.56 | \$4.69 | 0.17% | |
| Total 9. Insurances | \$31,916.63 | \$2,197.84 | \$28,658.57 | \$3,258.06 | 10.21% | |
| 10. Rents & Debt Service | | | | | | |
| Building Rent | \$352,604.00 | \$29,383.66 | \$323,220.26 | \$29,383.74 | 8.33% | |
| Total 10. Rents & Debt Service | \$352,604.00 | \$29,383.66 | \$323,220.26 | \$29,383.74 | 8.33% | |
| 11. Facilities | | | | | | |
| Building Repairs & Maintenance | \$3,500.00 | \$349.95 | \$3,140.60 | \$359.40 | 10.27% | |
| Building Supplies & Materials | \$3,000.00 | \$112.00 | \$1,414.86 | \$1,585.14 | 52.84% | |
| Contracted Custodial Services | \$35,000.00 | \$2,950.00 | \$30,080.00 | \$4,920.00 | 14.06% | |
| Custodial Supplies & Materials | \$9,000.00 | \$644.00 | \$8,185.99 | \$814.01 | 9.04% | |
| Security Monitoring | \$5,153.09 | \$687.72 | \$4,809.23 | \$343.86 | 6.67% | |
| Total 11. Facilities | \$55,653.09 | \$4,743.67 | \$47,630.68 | \$8,022.41 | 14.42% | |
| 12. Utilities | | | | | | |
| Electricity | \$27,000.00 | \$1,683.32 | \$21,369.44 | \$5,630.56 | 20.85% | |
| Water & Sewer | \$4,500.00 | \$0.00 | \$3,961.01 | \$538.99 | 11.98% | |
| Waste Management | \$2,150.00 | \$168.91 | \$1,863.83 | \$286.17 | 13.31% | |
| Telephone | \$11,000.00 | \$846.16 | \$9,328.84 | \$1,671.16 | 15.19% | |
| Mobile Communications | \$600.00 | \$50.00 | \$500.00 | \$100.00 | 16.67% | |

Date: 06/09/2011

Time: 7:35 am

CAPE FEAR CENTER FOR INQUIRY

Page 6 of 6

BUDGET REPORT

From 5/1/2011 to 5/31/2011

| | CURRENT BUDGET | MTD ACTIVITY | YTD ACTIVITY | BUDGET BALANCE | PERCENT REMAINING | NOTES |
|--|-----------------------|-----------------------|-----------------------|-----------------------|----------------------|-------|
| Total 12. Utilities | \$45,250.00 | \$2,748.39 | \$37,023.12 | \$8,226.88 | 18.18% | |
| 13. Nutrition & Food | | | | | | |
| Food Supplies & Materials | \$43.33 | \$0.00 | \$43.33 | \$0.00 | 0.00% | |
| Food Purchases | \$3,500.00 | \$327.26 | \$3,414.90 | \$85.10 | 2.43% | |
| Total 13. Nutrition & Food | \$3,543.33 | \$327.26 | \$3,458.23 | \$85.10 | 2.40% | |
| 14. Transportation & Travel | | | | | | |
| Vehicle Gas & Diesel Fuel | \$1,500.00 | \$0.00 | \$558.47 | \$941.53 | 62.77% | |
| Total 14. Transportation & Travel | \$1,500.00 | \$0.00 | \$558.47 | \$941.53 | 62.77% | |
| 16. New Site Development | | | | | | |
| General Contracts | \$2,294,020.49 | \$76,678.00 | \$1,458,426.98 | \$835,593.51 | 36.42% | |
| Miscellaneous Contracts | \$2,065,576.46 | \$77,886.25 | \$2,060,216.86 | \$5,359.60 | 0.26% | |
| Debt Services - Principal | \$487,500.00 | \$0.00 | \$487,500.00 | \$0.00 | 0.00% | |
| Debt Services - Interest | \$120,981.84 | \$11,400.00 | \$109,132.74 | \$11,849.10 | 9.79% | |
| Bond Issuance Cost | \$108,680.05 | \$0.00 | \$108,680.05 | \$0.00 | 0.00% | |
| Capital Campaign - 660 | \$900.00 | \$833.14 | \$833.14 | \$66.86 | 7.43% | |
| Total 16. New Site Development | \$5,077,658.84 | \$166,797.39 | \$4,224,789.77 | \$852,869.07 | 16.80% | |
| TOTAL EXPENSES | \$8,279,590.22 | \$474,961.22 | \$7,027,621.06 | \$1,251,969.16 | 15.12% | |
| NET SURPLUS/(DEFICIT) | \$381,996.80 | \$(235,694.76) | \$314,673.29 | | | |



CFCI Meeting Minutes



Building and Facilities Committee

Building Update

May 25, 3:30 pm, CFCI

Present: David Ball, Brian Corrigan, Katherine Rettig, Indira Grimes, Rene Lemons-Matney,

Next meeting: June 27, 3:30 pm, CFCI

I. Topic

Construction Update

II. Discussion

AT this point the main building will achieve substantial completion around the first week in July. The flooring, ceiling, painting and sidewalks & site work will be nearly complete.

I. Topic

Construction Update – Change Order

II. Discussion

A change order was received this month from Spectrum, David and Brian met with the architect from Spectrum, Gary Davenport to discuss. Brian and David worked on a response letter. At this point we have not heard from spectrum about our letter and the clarifications we requested.

I. Topic

New Committee Chair

II. Discussion

The B&F Committee recommends Indira Grimes as the new chair of the committee.

III. Action

Board Approval

Please delete what is not used of the form and condense to as few pages as possible or cut and paste more I. II. III. if more topics are needed on the minutes.

Please attach agenda if there is one.

Board committees please send electronically to Director. All others should be posted in teachers room.



CFCI Meeting Minutes



I. Topic

Transition Team – Next meeting June 28th at 3:30

II. Discussion

Transition Team mainly discussed the move and the pods delivery, packing and procedures for packing the technology components of each classroom. We were concerned about spreading the word for volunteers and crated a letter that was sent to the CFCI community and posted on the cfi website.

Please delete what is not used of the form and condense to as few pages as possible or cut and paste more I. II. III. if more topics are needed on the minutes.

Please attach agenda if there is one.

Board committees please send electronically to Director. All others should be posted in teachers room.

ATTACHMENT 19
Cape Fear Center for Inquiry
May 18, 2011
1:15 pm

Attending: Brian Corrigan, Lori Underwood, Nancy Johnsen, Kathy Rettig

Nancy-

- EC update
- Brian, Nancy, Lori B., and Fadi will hold a CPI refresher the 1st workday of every month at 2pm
- Sliver grant is finished
- IDEA is in the works. Waiting for planning numbers
- Stakeholders meeting will be Wed. June 8th at 5pm

Kathy –

- Budget discussion
- Posted the teaching positions

Lori-

- Testing update
- Class pictures arrived

Brian-

- Board meeting discussion
- Faculty meeting discussion

ATTACHMENT 20
Cape Fear Center for Inquiry
June 1st, 2011
11:45 am

Attending: Brian Corrigan, Lori Underwood, Nancy Johnsen, Michael Zentmeyer, Kathy Rettig

Lori-

- Discussion regarding retesting logistics
- Teachers end of year checklist needs to go out

Nancy-

- EC update
- Putting in a proposal for the EC conference

Kathy-

- Cleaning bid update
- Copier bid update
- Acadia records will be picked up by Jeanne

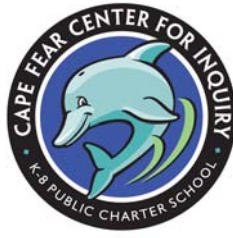
Michael-

- BCBS update
- Vacancies update
- Presented the contract for temporary summer office space
- Discussion regarding the non-renewal procedures
- Definition of state service
- Senate budget discussion

Brian –

- Building update
 - o July 7th is tentative date for main building
 - o August 2nd is tentative date for the multi-purpose room
 - o Faculty meeting discussion

ATTACHMENT 21



3131 B Randall Parkway
Wilmington, NC 28403
mzentmeyer@cfc.net

Michael Zentmeyer
Human Resources Coord.
910-343-6443

To: CFCI Board of Directors
From: Brian Corrigan
Re: Recommendation of **SUZANNAH BOYKO**,
Grade 2/3
Date: 6-21-11

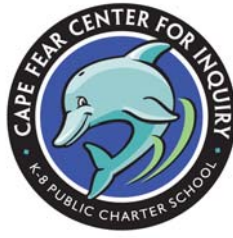
Please accept this memo as my recommendation of **SUZANNAH BOYKO** for the grade 2/3 vacancy. This is a full year contract with full benefits and salary.

A five member panel that included teachers as well as administrators interviewed nine candidates on June 1, 2011. The five members were Brian Corrigan, Lori Underwood, Harden Barker, Nancy Kachadurian and Michael Zentmeyer. There was a second round of interviews with the top three candidates held on June 6, 2011. Two more teachers were added to the panel for this second round of interviews. These teachers were Michele Hair and Joanne Brinkley. The panel reached a consensus on this recommendation.

Ms. Boyko has five years teaching experience, including time at Eaton Elementary (NHCS), SPEC and Friends School of Wilmington (three years in grade 1 & 2). She has a BA in elementary Education and American Studies from Saint Michael's College (VT) and is enrolled in the M.Ed. program at UNCW in curriculum, instruction and supervision (expected graduation May, 2012)

During her time at Friends, Ms. Boyko used inquiry learning techniques effectively as well as implemented activities that closely resemble our social curriculum. During her interview, she was very poised, thoughtful and forthcoming in her responses. Her references spoke to her strong communication skills, teamwork and commitment to children. She will bring a positive attitude and vitality to the grade 2/3 team.

ATTACHMENT 22



3131 B Randall Parkway
Wilmington, NC 28403
mzentmeyer@cfc.net

Michael Zentmeyer
Human Resources Coord.
910-343-6443

To: CFCI Board of Directors
From: Brian Corrigan
Re: Recommendation of **TARA DIXON**,
Grade 6 LA/SS
Date: 6-21-11

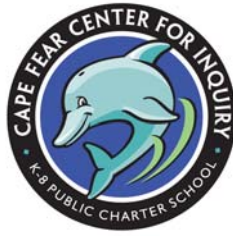
Please accept this memo as my recommendation of **TARA DIXON** for the grade 6 LA/SS position created by the family leave of Sarah McCorcle. This is a full year contract with full benefits and salary.

A seven member panel that included several middle grades teachers as well as administrators interviewed seven candidates on May 31, 2011. The panel members were Jackie Anderson, Jonathan Hartman, Lisa Brackney, Indira Grimes, Brian Corrigan, Lori Underwood and Michael Zentmeyer. The panel reached a consensus on this recommendation.

Ms. Dixon was a UNCW student intern who has worked in Mrs. McCorcle's classroom since January, 2011. She served as the Long Term substitute in that room from April 26-June 10. She did an excellent job during this period and she will bring energy, enthusiasm and dedication to our middle grade team. She showed strengths in classroom management, lesson planning and teamwork.

Ms. Dixon graduated from UNCW in May, 2011 with a degree in Middle Grades Education, Language Arts and Social Studies.

ATTACHMENT 23



3131 B Randall Parkway
Wilmington, NC 28403
mzentmeyer@cfc.net

Michael Zentmeyer
Human Resources Coor.
910-343-6443

To: CFCI Board of Directors
From: Brian Corrigan
Re: Recommendation of **JULIE SARTORIUS**,
Grade 2/3
Date: 6-21-11

Please accept this memo as my recommendation of **JULIE SARTORIUS** for the grade 2/3 vacancy. This is a full year contract with full benefits and salary.

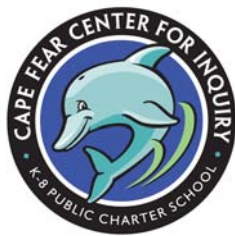
A five member panel that included teachers as well as administrators interviewed nine candidates on June 1, 2011. The five members were Brian Corrigan, Lori Underwood, Harden Barker, Nancy Kachadurian and Michael Zentmeyer. There was a second round of interviews with the top three candidates held on June 6, 2011. Two more teachers were added to the panel for this second round of interviews. These teachers were Michele Hair and Joanne Brinkley. The panel reached a consensus on this recommendation.

Ms. Sartorius is a former employee of CFCI. She worked as a teacher assistant in the Special Education department from February, 2008 to May 2010. During this past year she taught grade 2 at a KIPP School in Texas. KIPP is a charter school that serves low SES students through an emphasis on culture and values as well as basic instruction.

Ms. Sartorius has a BA in Elementary Education and a M. Ed. in Language and Literacy from UNCW.

During her interview, Ms. Sartorius impressed the committee with the knowledge and maturity she has gained during her year at KIPP. Because she worked at CFCI for one and one half years, Ms. Sartorius is very familiar with our inquiry learning focus and the integration of the social curriculum into daily instruction. Her

ATTACHMENT 23

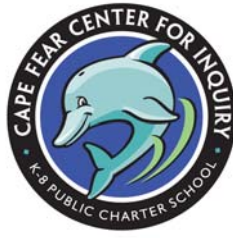


3131 B Randall Parkway
Wilmington, NC 28403
mzentmeyer@cfc.net

Michael Zentmeyer
Human Resources Coord.
910-343-6443

UNCW training and KIPP experience will be valuable additions to our grade 2/3 team.

ATTACHMENT 24



3131 B Randall Parkway
Wilmington, NC 28403
mzentmeyer@cfc.net

Michael Zentmeyer
Human Resources Coord.
910-343-6443

To: CFCI Board of Directors
From: Brian Corrigan
Re: Recommendation of **MICHAEL RHEEL**,
PE Teacher
Date: 6-21-11

Please accept this memo as my recommendation of **MICHAEL RHEEL** for the PE teacher vacancy created by the resignation of Renee Riggs. This is a full year contract with full benefits and salary.

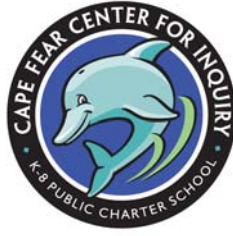
A five member panel that included teachers and administrators interviewed candidates on June 2, 2011. The panel members were Ingrid Stenzel, Renee Riggs, Lori Winner, Brian Corrigan and Michael Zentmeyer. The panel reached a consensus on this recommendation.

Mr. Rheel has three years teaching experience as both a PE teacher and Special Education teacher. His PE experience was at a K-8 charter school in Pennsylvania and he spent the last three months at Rocky Point Elementary School teaching a self contained K-2 classroom for Special Needs children.

Mr. Rheel is certified K-12 in PE and Health as well as Special Education Learning Disabled. He graduated from West Chester University with a BA.

As observed in his interview and as documented in his references, Mr. Rheel is an energetic, enthusiastic young man who has a solid work ethic and a love for children. His philosophy of physical education fits well with the inquiry approach and expectations at CFCI. He will be an asset to our students, staff and community.

ATTACHMENT 25



3131 B Randall Parkway
Wilmington, NC 28403
mzentmeyer@cfcf.net

Michael Zentmeyer
Human Resources Coord.
910-343-6443

To: CFCF Board of Directors
From: Brian Corrigan
Re: Recommendation of **HOLLY KONRADY**,
Grade 8 LA/SS
Date: 6-21-11

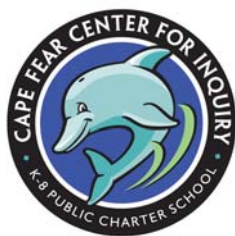
Please accept this memo as my recommendation of **HOLLY KONRADY** for the grade 8 LA/SS vacancy. This is a full year contract with full benefits and salary.

A seven member panel that included several middle grades teachers as well as administrators interviewed seven candidates on May 31, 2011. The panel members were Jackie Anderson, Jonathan Hartman, Lisa Brackney, Indira Grimes, Brian Corrigan, Lori Underwood and Michael Zentmeyer. The panel reached a consensus on this recommendation.

Ms. Konrady has nine years teaching experience, mostly middle grades language arts, in both NHCS and Friends School of Wilmington. She has also been an instructor at UNCW for six years. As a part of her UNCW affiliation, she supervised two middle grade student teacher interns here at CFCF this spring. This relationship allowed her to become familiar with CFCF's inquiry approach as well as gave our middle school faculty the opportunity to get to know Ms. Konrady.

She earned her National Board for Professional Teaching Standards certification in 2010. Konrady has a BA from New England College, a M. ED. in Instructional Leadership from Colorado State University and is currently enrolled in the doctoral program at UNCW.

ATTACHMENT 25



3131 B Randall Parkway
Wilmington, NC 28403
mzentmeyer@cfc.net

Michael Zentmeyer
Human Resources Coord.
910-343-6443

Ms. Konrady will bring a strong curriculum background and middle grade teaching experience to our staff.