

**Cape Fear Center for Inquiry  
Board of Directors Agenda  
March 20, 2018- 6:00pm**

*Nurturing a Sense of Wonder. Cape Fear Center for Inquiry is committed to promoting students' abilities to think and create in personally meaningful ways through an inquiry-based, integrated curriculum in a nurturing and empowering environment.*

**Roll Call** Ashley Cooksley, Lisa Sharpe, Kelly Rooney, Jennifer LaFleur, Todd Fischer, Lauren Lombardi, Stephen Hill, Beth Carter, Lisa Buchanan, Kristin Hudson, Cathi Mintz, Lori Roy

<b>Time</b>	<b>Subject</b>	<b>Chair/Presenter</b>	<b>Activity</b>
6:00pm	<i>Call to Order</i>	Ashley Cooksley	Action
6:01	<i>Approval of Minutes: 2/20/18</i>	Ashley Cooksley	Action
6:02	<i>Visiting Faculty*</i>	TBD	Information
6:07	<i>Visiting Parent or Community Members*</i>	TBD	Information
	<b><i>Committee Reports:</i></b>		
6:10	<b><i>Partnership</i></b> <ul style="list-style-type: none"> <li>• Committee Report</li> </ul>	Stephen Hill	Information
6:20	<b><i>Life Long Learning</i></b> <ul style="list-style-type: none"> <li>• Committee Report</li> </ul>	Lisa Sharpe/ Wes Rose/ Kim McCormick	Information
6:30	<b><i>Director's Report</i></b> <ul style="list-style-type: none"> <li>• 2018-2019 Calendar Proposal</li> <li>• UNCW Math Research Study</li> <li>• Inquiry Night- "Fly with Us"- May 10<sup>th</sup></li> <li>• Safety Update- 3/1 and 3/6 County and City Safety Meetings; Meeting with CFCI parents of law enforcement</li> <li>• UNCW PDS Agreement</li> </ul>	Lori Roy	Information/ Discussion/ Action
6:50	<b><i>Finance</i></b> <ul style="list-style-type: none"> <li>• Committee Report</li> <li>• Audit Contract</li> <li>• Monthly Budgets/Dashboard</li> </ul>	Kathy Rettig	Information/ Discussion/Action
7:00	<b><i>Technology Committee</i></b> <ul style="list-style-type: none"> <li>• Committee Report</li> </ul>	Cathi Mintz	Information
7:15	<b><i>Policy and Procedure Review</i></b> <ul style="list-style-type: none"> <li>• Committee Report</li> </ul>	Jennifer Solomon	Information

7:25	<b><i>Development Committee</i></b> <ul style="list-style-type: none"> <li>• Committee Report</li> <li>• Feasibility Study Update- <i>closed session</i></li> </ul>	<b>Todd Fischer/ Lori Roy/ Kathy Coke</b>	Information/Discussion/ Action
7:45	<b><i>Executive Committee</i></b> <ul style="list-style-type: none"> <li>• None</li> </ul>	<b>Ashley Cooksley</b>	Information / Discussion
7:45	<b><i>Other Announcements and/or Upcoming events:</i></b> <ul style="list-style-type: none"> <li>• Next Executive Committee Meeting: <i>TBD</i></li> <li>• Next Board Meeting- April 17th</li> </ul>	<b>Ashley Cooksley</b>	Information
7:47	<b><i>Closed Session for meeting critique (NC statute 143-318.11)</i></b>	<b>Ashley Cooksley</b>	Discussion
7:50	<b><i>Adjournment</i></b>	<b>Ashley Cooksley</b>	Action

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**Roll Call** Ashley Cooksley, Lisa Sharpe, Kelly Rooney, Jennifer LaFleur, Todd Fischer, Stephen Hill, Beth Carter, Lisa Buchanan, Kristin Hudson, Cathi Mintz, Lori Roy

Absent: Lauren Lombardi

<b>Time</b>	<b>Subject</b>	<b>Chair/Presenter</b>	<b>Activity</b>
6:00pm	<i>Call to Order</i>	<b>Ashley Cooksley</b>	Kristin Hudson moved to call the meeting to order. Todd Fischer seconded. Motion passed.
6:01	<i>Approval of Minutes: 2/20/18</i>	<b>Ashley Cooksley</b>	Lisa Buchanan moved that the board approve the minutes from the 2/20/18 meeting, with the deletion of the sentence "Most have purchased a license to cover this." From the PPRC report. Also, Todd Fischer was not present. At the 2/20/18 meeting. Kristin Hudson seconded. The motion passed.
6:02	<i>Visiting Faculty*</i>		<p>Ashley Cooksley thanked the visiting faculty members and parents for coming and sharing their thoughts concerning the proposed school calendars.</p> <p>Rene Gouverneur supports people's rights to disagree. However she feels that some of the communications (concerning the 2018-19 calendars proposed) on FaceBook and other forums were unprofessional and rude. She commented about historical reasons that CFCI isn't as racially diverse as is desirable. She mentioned that many efforts have been made to increase diversity.</p> <p>Joanne Brinkley presented information about how the calendar committee operated. She mentioned the amount of time the committee spent in thinking the options through. She was disappointed in some of the hurtful comments posted on social media. She felt it ironic that the school spends so much time impressing on the students about how they should "act" on social media. She mentioned that perhaps some of the student training through MARC (Massachusetts Aggression Reduction Center) could be shared more widely to educate our entire community about how to act responsibly on social media.</p>



	<p>meeting with parents of law enforcement, notification upgrade in effect, WPD support!</p> <ul style="list-style-type: none"> <li>• 2018-2019 Calendar Proposal-<i>action</i></li> </ul>	<p>Inquiry Night – there is a Bird festival on May 10 at CFCI. Middle grades students will select and lead the activities and stations. We hope to have volunteers from Audubon and Cape Fear Raptor Center too.</p> <p>Safety update – the K-3 fence will be replaced over break. April 14 there will be a playground workday, and we hope the Eagle Scout will be installing his picket fence that day.</p> <p>We are discussing whether or not to extend the fence on the west side of the playground. Lori is wondering if a fence there would make it more difficult to evacuate the building for a fire drill.</p> <p>Lori has sent an e-mail to our parents who are in law enforcement, and has met with the WPD in safety training. They shared take-aways about how to adjust our safety plans, and we are staying in close contact with WPD and the notification system for 911 and a Twitter feed are both upgraded and there is a more dependable system in place now. It is definitely working.</p> <p>Lisa Buchanan asked for info on the meetings with parents in law enforcement. Lori is inviting them to come onto campus and provide feedback as to how to strengthen our safety procedures. The main emphasis is to create relationships with them, and ask them to come “hang out” when they are able.</p> <p>Kirstin Hudson motioned to approve the signing of the UNCW agreement. Todd Fischer seconded. The motion passed. The voting board members signed the contract during the meeting.</p> <p>Kelly Rooney spoke about the calendar committee and how it operates. They begin with examining NHCO’s calendar, trying to match dates and breaks and workdays. This year the idea to create a fall break arose in committee, and so the calendar committee created two calendars and took it to the faculty. They got feedback. A pros and cons list was developed for both calendars. The faculty voted 19-9 in favor of the modified calendar. Kelly said there were no intentions to leave anyone out of the discussion. The calendar was late coming out, so the survey sent to parents did not provide much lead time for parents to consider. Some of</p>
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			<p>the feedback was very negative, but a lot of good feedback – pros and cons – were received. With the feedback, the committee decided to withdraw the proposal, and go with the more traditional calendar for the 2018-19 school year.</p> <p>Ashley Cooksley thanked the committee for its work, and stated that the major problem with it was lack of time for all parties to carefully examine the two calendars.</p> <p>Lori thinks that there are many reasons for us to consider the alternate schedule for 2019-20. We would like to have the calendar proposals out much earlier next year.</p> <p>Ashley Cooksley was wondering if voting board members could be involved earlier in this process.</p> <p>Kelly Rooney expressed concern that the feedback seemed suddenly like it were an “us vs. them,” and that was surprising.</p> <p>Ashley Cooksley asked about the inclement weather days built into the calendar. 2.75 days are built in for inclement weather. Half days are next to go if needed, then days added on the end of the year. Lori explained that if we have to add on days, the EOG dates are also pushed back. Todd Fischer questioned the efficacy of adding minutes, and whether adding days to the end of the year is good for students.</p> <p>Todd Fischer motioned that we adopt the 2018-19 Proposed Calendar. Kristin Hudson seconded. Motion passed.</p>
6:50	<p><b><i>Finance</i></b></p> <ul style="list-style-type: none"> <li>• Committee Report</li> </ul>	<b>Kathy Rettig</b>	<p>Kathy Coke is recommending that we continue with our auditor, Jay Sharpe, and pay \$5000.00 for our audit for 2018-19. We will vote next month on this.</p>
7:00	<p><b><i>Technology Committee</i></b></p> <ul style="list-style-type: none"> <li>• Committee Report</li> </ul>	<b>Cathi Mintz</b>	<p>TC met on March 1. The biggest request is that we have a Board member go to NHCO and ask for them to adopt a technology policy, which if adopted, would allow CFCI to collect a technology fee. Todd suggested we meet and draft a statement to make before NHCO education board meeting and request that they develop this policy. Next technology meeting is April 5. We will aim to speak on June 5. The committee is also developing a way to have an on-line parent donation</p>

			form that will enable parents to make a donation if they so choose to help us to purchase Chromebooks for next school year.
7:15	<b><i>Policy and Procedure Review</i></b> <ul style="list-style-type: none"> <li>• Committee Report</li> </ul>	<b>Jennifer Solomon</b>	PPRC is continuing to gather information about how we might purchase a license (or not) to show copyrighted films. There are many layers to this discussion, and faculty is providing feedback. There is no issue in showing films for curricular purposes, but more that films which are shown in morning care may require a license.
7:25	<b><i>Development Committee</i></b> <ul style="list-style-type: none"> <li>• Committee Report</li> </ul>	<b>Todd Fischer/ Lori Roy/ Kathy Coke</b>	CFCI's hired consultant met with Development committee and updated them about how to proceed in gathering information about our options to solve our parking problem. This information will be shared with parents and faculty as it is available.
7:45	<b><i>Executive Committee</i></b> <ul style="list-style-type: none"> <li>• None</li> </ul>	<b>Ashley Cooksley</b>	
7:45	<b><i>Other Announcements and/or Upcoming events:</i></b>	<b>Ashley Cooksley</b>	<ul style="list-style-type: none"> <li>• Next Executive Committee Meeting: April 4, 2018, 2:15 p.m.</li> <li>• Next Board Meeting- April 17<sup>th</sup>, 6:00 p.m.</li> </ul>
7:50	<b><i>Adjournment</i></b>	<b>Ashley Cooksley</b>	Kristin Hudson motioned to adjourn. Todd Fischer seconded. The motion passed.

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**Cape Fear Center for Inquiry  
Board of Directors Agenda  
February 20, 2018- 6:00pm**

*Nurturing a Sense of Wonder. Cape Fear Center for Inquiry is committed to promoting students' abilities to think and create in personally meaningful ways through an inquiry-based, integrated curriculum in a nurturing and empowering environment.*

**Roll Call** Ashley Cooksley, Lisa Sharpe, Kelly Rooney, Jennifer LaFleur, Todd Fischer, Lauren Lombardi, Stephen Hill, Beth Carter, Lisa Buchanan, Kristin Hudson, Cathi Mintz, Lori Roy

**Absent:** Todd Fischer, Wes Rose

<b>Time</b>	<b>Subject</b>	<b>Chair/Presenter</b>	<b>Activity</b>
6:00pm	<i>Call to Order</i>	Ashley Cooksley	Kristin Hudson moved to call the meeting to order. Lauren Lombardi seconded. Motion passed.
6:01	<i>Approval of Minutes: 1/22/18</i>	Ashley Cooksley	Kristin Hudson moved to approve the minutes of Jan. 22. Lauren Lombardi seconded. Motion passed.
6:02	<i>Visiting Faculty*</i>	TBD	None.
6:07	<i>Visiting Parent or Community Members*</i>	TBD	None.
	<i>Committee Reports:</i>		
6:10	<i>Partnership</i> <ul style="list-style-type: none"> <li>• Committee Report</li> </ul>	Stephen Hill	Book Fair March 13 with Wes Rose leading a musical performance. Faculty representative will be needed for next year's Partnership Board. Partnership has purchased vests for safety patrol to wear. Also they are looking for ideas for improvements for the middle grades playground. Faculty was hoping to ask for no toys to be sold at the Book Fair. Book Fair volunteers are looking into cheaper book options. CFCI T-shirts still for sale. BINGO night was very loud and successful!
6:20	<i>Life Long Learning</i> <ul style="list-style-type: none"> <li>• Committee Report</li> </ul>	Lisa Sharpe/ Wes Rose/ Kim McCormick	On the Friday workday, faculty members are sharing what inquiry looks like at each loop level. Faculty will share videos and "what inquiry means to me" types of ideas. Loop groups are having Curricular Conversations currently.
6:30	<i>Director's Report</i> <ul style="list-style-type: none"> <li>• PCN Update</li> <li>• Responsive Classroom Update</li> <li>• Performance Framework</li> </ul>	Lori Roy	PCN talked about a volunteer coordinator position, and brainstormed what that might look like at CFCI. Heading up safety patrol and picture coordinator could be handled by a volunteer coordinator. PCN is trying to determine new ways that loop level parents can

	<p>correction, General information</p>	<p>contact their parent representative via g-mail or in new ways. On the enrollment forms, there will now be a check-box so that parents can sign up to receive e-mails from PCN. PCN.net is not easy to navigate. We are exploring options to make this easier for parents to give/get input.</p> <p>We are getting more information from School Pack which could possibly be an option for our parents to order the items on their children's supply lists.</p> <p>K-3 fence will be installed over Spring Break. It will be 6 feet tall, commercial grade chain-link.</p> <p>Safety Report from PCN. Lori has gotten many e-mails to thank her for how CFCI tries to keep students safe. There have also been many questions. Parents see the physical safety features, and are also concerned about the emotional safety of our students.</p> <p>This summer, our whole staff will receive the basic level – RC1 – of Responsive Classroom training. (Thanks Partnership for helping with this! This is the core of our school...knowing that our students feel safe physically and emotionally. This includes strengthening bullying policies and the way that policies are written clearly so all can understand them. Consequences for bullying need to be logical and clear. We've done parent and student surveys concerning student behavior, and are trying to determine areas wherein students feel less safe.</p> <p>In grades 3-8, we are using MARC (Massachusetts Aggression Reduction Center)'s free materials which explore topics such as cyber-bullying, and appropriate use of Snapchat and FaceBook (etc.) and which promote discussions with students concerning healthy/not healthy behaviors while using social media.</p> <p>Ashley Cooksley asked whether we have explored getting a resource officer. Kathy Coke and Lori Roy will be attending a training by Wilmington Police department in early March.</p>
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			<p>They will bring information back to the Board.</p> <p>Lisa Sharpe suggested getting bear fog as a deterrent, and door stops which could make the doors more secure. They are \$8.00 each. She also reminded all about the possibility of needing to get out of the windows. Cathi Mintz brought up the need to make certain that the kids are all hiding in the most effective spots in case of a lockdown. There was a lot of discussion.</p> <p>We are 100% compliant in our Performance Framework audit!</p>
6:50	<p><b><i>Finance</i></b></p> <ul style="list-style-type: none"> <li>• Committee Report</li> <li>• Monthly Budgets/Dashboard</li> </ul>	<b>Kathy Rettig</b>	<p>Budget season is coming up. Estimated teacher pay raises are at an average of 5%. That will be taken into account in budgeting.</p>
7:00	<p><b><i>Technology Committee</i></b></p> <ul style="list-style-type: none"> <li>• Committee Report</li> </ul>	<b>Cathi Mintz</b>	<p>The committee discussed Chromebook (CB) policies. Middle School submitted feedback, and 4<sup>th</sup> and 5<sup>th</sup> grade also notes that they are working with CB's for research purposes and other types of work. They discussed use of social media and proxies. Next meeting is March 1. They also discussed testing coming up and technology glitches they are anticipating for testing. Ashley Cooksley asked if we need to talk about the rotation and replacement policies for CB's. That will go on March 1 agenda.</p>
7:15	<p><b><i>Policy and Procedure Review</i></b></p> <ul style="list-style-type: none"> <li>• Committee Report</li> </ul>	<b>Jennifer Solomon</b>	<p>PPRC is looking at showing movies at school. They have been asked to look at ratings of films. We got a brochure concerning purchasing the rights to show films. Teachers can use films for free but the movies must be directly related to curricular studies. They are looking at what other schools in NHCO and other states and seeing how they handle this. There may be issues with films shown in morning care. The committee is also looking at permission slips for films as well. PPRC is also looking at pricing for these licenses. At this point, we are still gathering more information.</p>
7:25	<p><b><i>Development Committee</i></b></p> <ul style="list-style-type: none"> <li>• Committee Report</li> <li>• Feasibility Study</li> </ul>	<b>Todd Fischer/ Lori Roy</b>	<p>Kathy Coke shared that the Development Committee met on February 13, and we are moving forward with the feasibility study and waiting for the conceptual design being</p>

			developed by an architectural.
7:45	<i>Executive Committee</i>	Ashley Cooksley	None.
7:45	<i>Other Announcements and/or Upcoming events:</i>	Ashley Cooksley	<ul style="list-style-type: none"> <li>• Next Executive Committee Meeting:</li> <li>• TBD</li>   <li>• Next Board Meeting- Mar. 20, 2018</li> </ul>
7:47	<i>Closed Session for meeting critique (NC statute 143-318.11)</i>	Ashley Cooksley	Not held.
7:50	<i>Adjournment</i>	Ashley Cooksley	Lauren Lombardi motioned to adjourn. Kristin Hudson seconded. Motion passed.

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Date: 03/06/2018  
 Time: 10:52 am

CAPE FEAR CENTER FOR INQUIRY  
 BUDGET REPORT  
 From 2/1/2018 to 2/28/2018

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
<b>REVENUE</b>						
<b>STATE REVENUE</b>						
Rev - Summer Reading Program	\$3,088.75	\$0.00	\$3,088.75	\$0.00	0.00%	
Rev - Behavior Support - 029	\$50,000.00	\$3,447.00	\$27,436.50	\$22,563.50	45.13%	
Rev - Charter Schools - 036	\$2,332,033.00	\$228,282.89	\$1,696,314.12	\$635,718.88	27.26%	
Rev - Charter Schools - 046	\$3,623.00	\$0.00	\$3,622.42	\$0.58	0.02%	
<b>TOTAL STATE REVENUE</b>	<b>\$2,388,744.75</b>	<b>\$231,729.89</b>	<b>\$1,730,461.79</b>	<b>\$658,282.96</b>	<b>27.56%</b>	
<b>LOCAL REVENUE</b>						
Rev - Sales Tax	\$7,000.00	\$0.00	\$0.00	\$7,000.00	100.00%	
Rev - Field Trip	\$45,000.00	\$11,570.00	\$40,736.95	\$4,263.05	9.47%	
Rev - Contributions and Donati	\$1,500.00	\$77.33	\$1,044.38	\$455.62	30.37%	
Rev - Interest Income-MM-1908	\$2,000.00	\$0.00	\$1,593.07	\$406.93	20.35%	
Rev - Interest Income-SV-4483	\$1.00	\$0.00	\$0.12	\$0.88	88.00%	
Rev - Various	\$5,000.00	\$0.00	\$3,035.22	\$1,964.78	39.30%	
Rev - Brunswick County Schools	\$120,232.04	\$10,179.12	\$70,773.47	\$49,458.57	41.14%	
F & F - Brunswick County-4609	\$1,200.00	\$121.98	\$1,050.46	\$149.54	12.46%	
Rev - Duplin County Schools	\$959.04	\$0.00	\$952.43	\$6.61	0.69%	
Rev - New Hanover County	\$969,744.00	\$80,812.00	\$565,684.00	\$404,060.00	41.67%	
F & F - New Hanover County	\$15,000.00	\$2,178.00	\$14,253.00	\$747.00	4.98%	
Rev - Pender County Schools	\$7,757.45	\$1,299.50	\$3,858.35	\$3,899.10	50.26%	
F & F - Pender County Schools	\$200.00	\$13.30	\$46.30	\$153.70	76.85%	
REV - CFCI Partnership	\$8,800.00	\$422.40	\$8,822.40	\$(22.40)	-0.25%	
Rev - GE Grant	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	0.00%	
Rev - Fundraising - 653	\$5,000.00	\$22.00	\$3,987.77	\$1,012.23	20.24%	
Rev - Riptide Runners	\$4,000.00	\$285.00	\$285.00	\$3,715.00	92.88%	
Rev - Capital Campaign - 660	\$30,000.00	\$0.00	\$0.00	\$30,000.00	100.00%	
Rev - Fees / Supplies - 4609	\$1,861.25	\$0.00	\$1,861.25	\$0.00	0.00%	
Rev - Tech Donations	\$11,572.10	\$0.00	\$11,572.10	\$0.00	0.00%	
Rev - Technology Fees	\$0.00	\$0.00	\$20.00	\$(20.00)	0.00%	
Rev - Social Dues	\$500.00	\$0.00	\$9.50	\$490.50	98.10%	
<b>TOTAL LOCAL REVENUE</b>	<b>\$1,242,326.88</b>	<b>\$111,980.63</b>	<b>\$734,585.77</b>	<b>\$507,741.11</b>	<b>40.87%</b>	
<b>FEDERAL REVENUE</b>						
Rev - IDEA VI-B Handicap - 060	\$52,528.60	\$28,734.68	\$28,734.68	\$23,793.92	45.30%	
Rev - IDEA VI-B Spec Needs-118	\$900.00	\$0.00	\$0.00	\$900.00	100.00%	
<b>TOTAL FEDERAL REVENUE</b>	<b>\$53,428.60</b>	<b>\$28,734.68</b>	<b>\$28,734.68</b>	<b>\$24,693.92</b>	<b>46.22%</b>	
<b>TOTAL REVENUE</b>	<b>\$3,684,500.23</b>	<b>\$372,445.20</b>	<b>\$2,493,782.24</b>	<b>\$1,190,717.99</b>	<b>32.32%</b>	

Date: 03/06/2018  
 Time: 10:52 am

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 BUDGET REPORT  
 From 2/1/2018 to 2/28/2018

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
<b>EXPENSES</b>						
<b>1. Salaries &amp; Bonuses</b>						
Salary - Teacher	\$1,246,071.90	\$106,706.36	\$815,669.82	\$430,402.08	34.54%	
Salary - Teacher - 016	\$1,723.61	\$0.00	\$1,723.61	\$0.00	0.00%	
Salary - Teacher Assistant	\$84,976.10	\$10,866.64	\$60,896.22	\$24,079.88	28.34%	
Salary - Substitute	\$25,000.00	\$3,520.00	\$11,840.00	\$13,160.00	52.64%	
Salary - EC Teacher	\$138,466.52	\$(10,322.24)	\$96,380.41	\$42,086.11	30.39%	
Salary - EC Teacher - 060	\$48,795.73	\$26,739.00	\$26,739.00	\$22,056.73	45.20%	
Salary - EC Assistant	\$23,847.90	\$2,436.68	\$15,435.71	\$8,412.19	35.27%	
Salary - EC Substitute	\$2,500.00	\$120.00	\$2,040.00	\$460.00	18.40%	
Salary - Behavioral - 029	\$41,364.00	\$3,447.00	\$27,436.50	\$13,927.50	33.67%	
Salary - Guidance	\$37,983.75	\$3,114.09	\$24,813.22	\$13,170.53	34.67%	
Salary - Psychologist	\$34,731.00	\$3,003.09	\$22,939.07	\$11,791.93	33.95%	
Salary - Principal	\$82,236.00	\$6,742.09	\$53,936.72	\$28,299.28	34.41%	
Salary - Assistant Principal	\$62,700.75	\$0.00	\$33,860.88	\$28,839.87	46.00%	
Salary - Office	\$42,634.25	\$4,036.27	\$27,031.47	\$15,602.78	36.60%	
Salary - Business Manager	\$83,613.60	\$6,855.00	\$54,840.00	\$28,773.60	34.41%	
Salary - Technology	\$49,875.00	\$4,089.00	\$32,712.00	\$17,163.00	34.41%	
Salary - Bonus - 046	\$3,365.00	\$0.00	\$3,365.00	\$0.00	0.00%	
<b>Total 1. Salaries &amp; Bonuses</b>	<b>\$2,009,885.11</b>	<b>\$171,352.98</b>	<b>\$1,311,659.63</b>	<b>\$698,225.48</b>	<b>34.74%</b>	
<b>2. Benefits</b>						
Social Security Cost	\$152,666.21	\$10,620.07	\$94,254.47	\$58,411.74	38.26%	
Social Security Cost - 016	\$130.90	\$0.00	\$130.90	\$0.00	0.00%	
Social Security Cost - 029	\$3,164.35	\$0.00	\$0.00	\$3,164.35	100.00%	
Social Security Cost - 046	\$258.00	\$0.00	\$257.42	\$0.58	0.22%	
Social Security Cost - 060	\$3,732.87	\$1,995.68	\$1,995.68	\$1,737.19	46.54%	
State Retirement Cost	\$338,149.14	\$25,597.74	\$203,012.90	\$135,136.24	39.96%	
Hospitalization Cost	\$195,627.84	\$14,960.40	\$117,681.66	\$77,946.18	39.84%	
Hospitalization Cost - 016	\$65.46	\$0.00	\$65.46	\$0.00	0.00%	
Hospitalization Cost - 029	\$5,471.65	\$0.00	\$0.00	\$5,471.65	100.00%	
Unemployment Cost	\$9,900.00	\$0.00	\$706.93	\$9,193.07	92.86%	
Other Insurance Cost	\$0.00	\$0.00	\$39.55	\$(39.55)	0.00%	
<b>Total 2. Benefits</b>	<b>\$709,166.42</b>	<b>\$53,173.89</b>	<b>\$418,144.97</b>	<b>\$291,021.45</b>	<b>41.04%</b>	
<b>3. Books &amp; Supplies</b>						
Riptide Runners	\$4,000.00	\$0.00	\$0.00	\$4,000.00	100.00%	
Instructional Supplies	\$30,000.00	\$611.42	\$12,176.98	\$17,823.02	59.41%	
Instructional Supplies - 016	\$1,168.78	\$0.00	\$1,168.78	\$0.00	0.00%	
EC Instructional Supplies	\$5,100.00	\$122.95	\$2,369.72	\$2,730.28	53.53%	
Health Supplies	\$200.00	\$0.00	\$12.81	\$187.19	93.60%	
Safety Supplies	\$3,550.00	\$18.23	\$2,593.06	\$956.94	26.96%	
Office Supplies	\$8,000.00	\$11.49	\$2,545.55	\$5,454.45	68.18%	

Date: 03/06/2018  
 Time: 10:52 am

**CAPE FEAR CENTER FOR INQUIRY**  
**BUDGET REPORT**  
 From 2/1/2018 to 2/28/2018

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
Board of Directors Supplies	\$500.00	\$0.00	\$0.00	\$500.00	100.00%	
Postage	\$2,500.00	\$0.00	\$200.67	\$2,299.33	91.97%	
Memberships	\$2,500.00	\$11.11	\$171.71	\$2,328.29	93.13%	
Social Dues	\$500.00	\$93.83	\$117.24	\$382.76	76.55%	
Sales Tax Expense	\$7,000.00	\$38.72	\$6,822.24	\$177.76	2.54%	
Unidentified Purchases	\$0.00	\$(228.00)	\$38,586.74	\$(38,586.74)	0.00%	
Student Activity - Fundraising	\$1,347.36	\$1,347.36	\$1,347.36	\$0.00	0.00%	
EC Supplies - 118	\$900.00	\$0.00	\$0.00	\$900.00	100.00%	
Supplies - GE Grant - 570	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.00%	
<b>Total 3. Books &amp; Supplies</b>	<b>\$72,266.14</b>	<b>\$2,027.11</b>	<b>\$68,112.86</b>	<b>\$4,153.28</b>	<b>5.75%</b>	
<b>4. Technology</b>						
Instructional Software	\$15,500.00	\$2,395.00	\$3,380.57	\$12,119.43	78.19%	
Non-Capitalized Hardware	\$1,700.00	\$0.00	\$1,236.51	\$463.49	27.26%	
Office Software	\$2,900.00	\$208.34	\$2,732.67	\$167.33	5.77%	
Non-Capitalized Office Hardware	\$500.00	\$0.00	\$131.74	\$368.26	73.65%	
Supplies and Materials	\$16,000.00	\$0.00	\$0.00	\$16,000.00	100.00%	
Technology Computer Equipment	\$13,000.00	\$0.00	\$12,329.23	\$670.77	5.16%	
<b>Total 4. Technology</b>	<b>\$49,600.00</b>	<b>\$2,603.34</b>	<b>\$19,810.72</b>	<b>\$29,789.28</b>	<b>60.06%</b>	
<b>5. Non-Cap Equipment &amp; Leases</b>						
Instructional Equipment	\$10,000.00	\$0.00	\$2,530.87	\$7,469.13	74.69%	
EC Equipment	\$3,000.00	\$0.00	\$1,390.89	\$1,609.11	53.64%	
Reproduction Costs	\$12,000.00	\$459.57	\$5,578.22	\$6,421.78	53.51%	
Office Equipment	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%	
<b>Total 5. Non-Cap Equipment &amp; Leases</b>	<b>\$27,000.00</b>	<b>\$459.57</b>	<b>\$9,499.98</b>	<b>\$17,500.02</b>	<b>64.81%</b>	
<b>6. Contracted Student Services</b>						
Instructional Services	\$900.00	\$0.00	\$168.00	\$732.00	81.33%	
EC Services	\$10,000.00	\$825.00	\$8,201.25	\$1,798.75	17.99%	
Speech Services	\$26,000.00	\$4,296.50	\$18,558.80	\$7,441.20	28.62%	
Field Trips	\$47,000.00	\$1,343.00	\$24,053.91	\$22,946.09	48.82%	
<b>Total 6. Contracted Student Services</b>	<b>\$83,900.00</b>	<b>\$6,464.50</b>	<b>\$50,981.96</b>	<b>\$32,918.04</b>	<b>39.23%</b>	
<b>7. Staff Development</b>						
Workshop Expenses	\$18,995.76	\$0.00	\$4,570.84	\$14,424.92	75.94%	
EC Workshop Expenses	\$6,000.00	\$120.04	\$5,774.29	\$225.71	3.76%	
<b>Total 7. Staff Development</b>	<b>\$24,995.76</b>	<b>\$120.04</b>	<b>\$10,345.13</b>	<b>\$14,650.63</b>	<b>58.61%</b>	
<b>8. Administrative Services</b>						
Advertising	\$2,000.00	\$0.00	\$680.00	\$1,320.00	66.00%	
Audit Services	\$9,000.00	\$6,936.75	\$8,849.00	\$151.00	1.68%	
Bank Fees	\$2,000.00	\$25.00	\$1,556.79	\$443.21	22.16%	

Date: 03/06/2018  
 Time: 10:52 am

**CAPE FEAR CENTER FOR INQUIRY**  
**BUDGET REPORT**  
 From 2/1/2018 to 2/28/2018

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
Financial Services	\$43,656.00	\$3,607.43	\$29,012.29	\$14,643.71	33.54%	
General Administration	\$5,500.00	\$1,375.40	\$5,023.81	\$476.19	8.66%	
Legal Services	\$6,329.00	\$0.00	\$5,204.00	\$1,125.00	17.78%	
PowerSchool Services	\$16,320.00	\$1,348.57	\$10,845.71	\$5,474.29	33.54%	
Human Resources	\$1,400.00	\$112.50	\$678.50	\$721.50	51.54%	
Other Tax Payments	\$2,648.89	\$0.00	\$2,645.02	\$3.87	0.15%	
<b>Total 8. Administrative Services</b>	<b>\$88,853.89</b>	<b>\$13,405.65</b>	<b>\$64,495.12</b>	<b>\$24,358.77</b>	<b>27.41%</b>	
<b>9. Insurances</b>						
Workers Compensation	\$8,165.00	\$764.20	\$5,348.00	\$2,817.00	34.50%	
General Liability	\$32,500.00	\$0.00	\$17,137.00	\$15,363.00	47.27%	
Other Insurance & Judgments	\$3,657.00	\$0.00	\$0.00	\$3,657.00	100.00%	
<b>Total 9. Insurances</b>	<b>\$44,322.00</b>	<b>\$764.20</b>	<b>\$22,485.00</b>	<b>\$21,837.00</b>	<b>49.27%</b>	
<b>10. Rents &amp; Debt Service</b>						
Debt Service - Principal	\$205,262.70	\$17,012.71	\$135,681.23	\$69,581.47	33.90%	
Debt Service - Interest	\$98,637.67	\$8,312.32	\$66,919.01	\$31,718.66	32.16%	
Building Rent	\$5,700.00	\$475.00	\$3,800.00	\$1,900.00	33.33%	
<b>Total 10. Rents &amp; Debt Service</b>	<b>\$309,600.37</b>	<b>\$25,800.03</b>	<b>\$206,400.24</b>	<b>\$103,200.13</b>	<b>33.33%</b>	
<b>11. Facilities</b>						
Building Repairs & Maintenance	\$16,500.00	\$185.00	\$9,748.50	\$6,751.50	40.92%	
Building Supplies & Materials	\$10,000.00	\$0.00	\$1,450.51	\$8,549.49	85.49%	
Contracted Custodial Services	\$65,000.00	\$4,730.00	\$39,363.96	\$25,636.04	39.44%	
Custodial Supplies & Materials	\$10,000.00	\$519.01	\$5,857.04	\$4,142.96	41.43%	
General Contract	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%	
Improvement to Existing Site	\$44,133.00	\$0.00	\$13,707.94	\$30,425.06	68.94%	
Security Monitoring	\$5,000.00	\$0.00	\$50.00	\$4,950.00	99.00%	
<b>Total 11. Facilities</b>	<b>\$151,633.00</b>	<b>\$5,434.01</b>	<b>\$70,177.95</b>	<b>\$81,455.05</b>	<b>53.72%</b>	
<b>12. Utilities</b>						
Electricity	\$38,000.00	\$0.00	\$13,003.95	\$24,996.05	65.78%	
Water & Sewer	\$8,000.00	\$1,328.97	\$4,784.37	\$3,215.63	40.20%	
Waste Management	\$3,450.00	\$235.15	\$1,846.19	\$1,603.81	46.49%	
Telephone	\$9,000.00	\$0.00	\$4,635.45	\$4,364.55	48.50%	
<b>Total 12. Utilities</b>	<b>\$58,450.00</b>	<b>\$1,564.12</b>	<b>\$24,269.96</b>	<b>\$34,180.04</b>	<b>58.48%</b>	
<b>13. Nutrition &amp; Food</b>						
Food Supplies & Materials	\$200.00	\$0.00	\$154.45	\$45.55	22.78%	
Food Purchases	\$6,000.00	\$857.57	\$2,544.78	\$3,455.22	57.59%	
Other Food - Office	\$750.00	\$0.00	\$512.36	\$237.64	31.69%	
<b>Total 13. Nutrition &amp; Food</b>	<b>\$6,950.00</b>	<b>\$857.57</b>	<b>\$3,211.59</b>	<b>\$3,738.41</b>	<b>53.79%</b>	

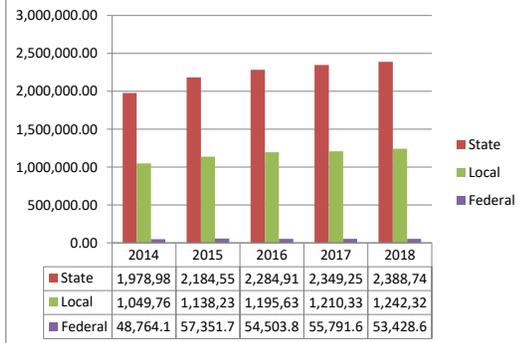
Date: 03/06/2018  
 Time: 10:52 am

CAPE FEAR CENTER FOR INQUIRY  
 BUDGET REPORT  
 From 2/1/2018 to 2/28/2018

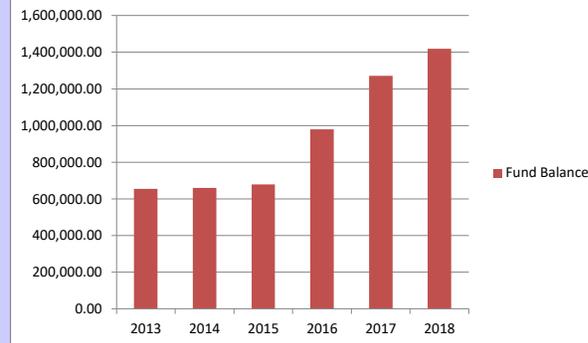
	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
<b>14. Capital Purchases</b>						
Cap Instructional Computers	\$18,000.00	\$0.00	\$17,320.86	\$679.14	3.77%	
Cap Office Computers	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%	
Cap Instructional Equipment	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.00%	
<b>Total 14. Capital Purchases</b>	<b>\$23,000.00</b>	<b>\$0.00</b>	<b>\$17,320.86</b>	<b>\$5,679.14</b>	<b>24.69%</b>	
<b>15. New Site Development</b>						
Bank Service Fee	\$35,000.00	\$0.00	\$0.00	\$35,000.00	100.00%	
<b>Total 15. New Site Development</b>	<b>\$35,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$35,000.00</b>	<b>100.00%</b>	
<b>16. Capital Campaign - 660</b>						
Capital Campaign Expenses - 660	\$10,000.00	\$0.00	\$8,741.93	\$1,258.07	12.58%	
<b>Total 16. Capital Campaign - 660</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$8,741.93</b>	<b>\$1,258.07</b>	<b>12.58%</b>	
<b>17. Transportation and Travel</b>						
Travel	\$100.00	\$0.00	\$72.00	\$28.00	28.00%	
<b>Total 17. Transportation and Travel</b>	<b>\$100.00</b>	<b>\$0.00</b>	<b>\$72.00</b>	<b>\$28.00</b>	<b>28.00%</b>	
<b>TOTAL EXPENSES</b>	<b>\$3,704,722.69</b>	<b>\$284,027.01</b>	<b>\$2,305,729.90</b>	<b>\$1,398,992.79</b>	<b>37.76%</b>	
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$(20,222.46)</b>	<b>\$88,418.19</b>	<b>\$188,052.34</b>			

## CFCI FINANCIAL DASHBOARD

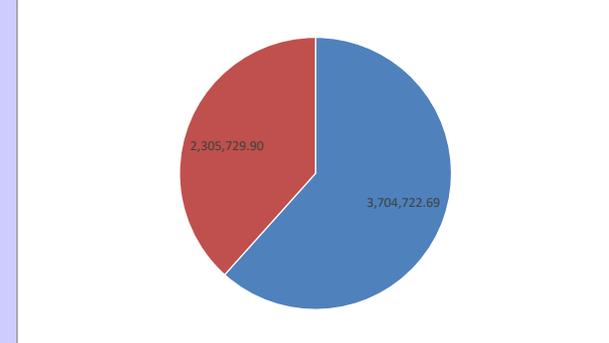
### Revenue



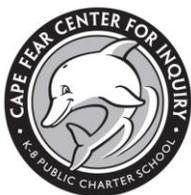
### Fund Balance



### YTD Expense



As of February 28th, 2018 we have completed 67% of the fiscal year and spent 62% of our budgeted funds.



# CFCI Meeting Agenda

1

## Lifelong Learning Committee

Date: 03.13.18

Present:

Visitors:

Next meeting: 4/10 at 3:30

### Topic: Review PD plan for 2017-18

#### Discussion

PD for 2017-18 has included:

- Responsive Classroom (FM and Specialists, Admin Training, Loop levels

(update summer training - who and what dates?)

- Number Talks and Problem Solving (PD day, video taping - see curricular conversations)
- Curricular Conversations - Math (Loop Level meetings)
- UTOTES - FM and PD day

(update remainder of the year)

- Inquiry - FM, PD ½ days, Loop Levels, padlet
- Data (including assessment) and MTSS - PD ½ days, Loop Level Meetings, FM

#### Action or Request (if any)

1. **Faculty Meeting(3/14) includes Autonomy and Calendar conversations**
2. **\* Responsive Classroom Dates may be adjusted!! Original dates were: August 2, 3, 6, 7. Waiting for confirmation on revised dates: July 30, 31, August 1, 2. Lori R. will send out email as soon as the final dates are confirmed.**
3. **UTOTES UTotes dates for the year will be: April 25th (Faculty Meeting) 3:30-5:00 pm and April 27th (Work Day) Full Day**

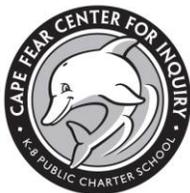
### Topic: Review PD plan for 2018-19

#### Discussion

*"Would you tell me, please, which way I ought to go from here?" "That depends a good deal on where you want to get to," said the Cat. "I don't much care where -" said Alice. "Then it doesn't matter which way you go.*

What is our plan for 2018-19? How will it address individual need to improve practice and grow professionally, balancing needs with needs and issues of CFCI learning community.

Training needs to include learning to create SMART goals (specific, measurable, realistic and timely)



# CFCI Meeting Agenda

2

PD should be:  
Job embedded  
Strategic  
Continuous and ongoing  
Includes evaluation and reflection

What will be our plan?  
What data will we use? How will we gather information?  
What time is available this year to formalize our plan?  
Can we do a retreat?

## Action or Request (if any)

**L3 members ask loop levels to have conversations regarding developing a Professional Development plan that supports teacher growth and development. The strategic plan for the 2018-19 year will be developed through loop level input and data focused on: CORE ELEMENTS - go back to Core Elements - define our belief system**

**LITERACY - What does literature look like in the classroom (pacing, scope and sequence, common core)**

**MATH - looking at programs that will help develop common language and strategies. (Kim will order inquiry based programs for loop levels to explore) - this requires time to discuss our belief system and develop a cohesive approach for math instruction.**

**INQUIRY - deeper conversations and continued sharing - additional PD (guest speakers?)**

**RESPONSIVE CLASSROOM - Intensive training will happen this summer for MG and all teachers**

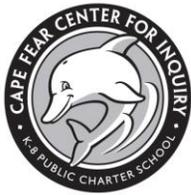
**OTHER - suggestions for needs in PD as a school**

**END of YEAR L3 RETREAT - after EOG's**

**Topic: PD Request from Grade 1 Teacher Rene Lemons - "Flying Wild" - pay for 4 subs**

### Discussion

L3 Request - 3/8/18 I am writing to request sub pay for 4 teachers to attend the "Flying Wild" training on ~~4/16/18~~ at UNCW. The training is free and includes a copy of the Flying Wild resource book. I suggest that the teachers on the Bird Fest committee have the first chance for these slots. If the slots are not all filled by committee members, we could open it up to the faculty. This training would give participant a chance to experience some of the activities in the guide. It would greatly help planning for our Bird Fest. Rene Gouverneur



## CFCI Meeting Agenda

3

**Action or Request (if any)**

**The date of the workshop is 4/14/18. Jennifer LaFleur has 6 spots held for teachers who might be interested. It is a Saturday so no subs are needed. Please let her know if you would like to attend so that she can confirm number of attendees with Becky.**



# CFCI Meeting Agenda

## Technology Committee

Date: 3.1.18

Present: Joanne, Jess, Reuben, Cathi, Paul, Kim

Visitors:

Next meeting: April 5, 2018

### I. Topic: Security Updates (Paul)

**Discussion:** Security is only as strong as the teachers that monitor it. Some security issues are a result of major players (Google, etc) changing things without notifying. Many things pushed through Windows updates. If teachers find issues, speak with Paul and he will try to troubleshoot.

**Action or Request (if any)**

### II. Topic: Update on Technology Fee Donation

**Discussion:** Where do we stand with soliciting donation/fee for next year? What about the plan for rotating CBs? Todd working on spreadsheet for rotations. Need to approach NHC schools regarding technology fee policy. Can our Board draft a proposal to approach NHC board regarding policy. Insurance will be \$15 for CB insurance. Teachers should add this amount to their supply lists. Preparing for online donation during the summer/beginning of the year.

**Action or Request (if any) Talk to board about approaching NHC school board.**

### III. Topic: Follow Up on Proper Usage/Breakage

**Discussion:** Students that lose their CB privilege are not afforded the privilege of accessing a loaner. Virtual Public School students must have access at least 1 hour per day.

**Action or Request (if any)**

Kim M. will add a doc to our Behavior Team Drive that has the link to the behavior form. There is a tech portion to this form.

### IV. Topic:

**Discussion:** Possible grant avenues for technology

**Action or Request (if any) Look into Landfall Foundation and Kiwanis. Kim will follow-up.**