

**Cape Fear Center for Inquiry
Board of Directors Agenda
October 17, 2017- 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, Cathey Luna, Kelly Dodd, Jennifer LaFleur, Todd Fischer, Lauren Lombardi, Stephen Hill, Beth Carter, Lisa Buchanan, Kristin Hudson, Cathi Mintz, Lori Roy

Time	Subject	Chair/Presenter	Activity
6:00pm	<i>Call to Order</i>	Ashley Cooksley	Action
6:01	<i>Approval of Minutes: 8/15/17 and 8/24/17</i>	Ashley Cooksley	Action
6:02	<i>Visiting Faculty*</i>	TBD	Information
6:07	<i>Visiting Parent or Community Members*</i>	TBD	Information
	<i>Committee Reports:</i>		
6:15	<i>Partnership</i> <ul style="list-style-type: none"> • Committee Report 	Stephen Hill	Information
6:25	<i>Life Long Learning</i> <ul style="list-style-type: none"> • Committee Report – meeting rescheduled to next Thursday 10/19. 	Jennifer Paetzold	Information
6:25	<i>Director's Report</i> <ul style="list-style-type: none"> • PCN Update • General information update 	Lori Roy	Information/ Discussion/ Action
6:45	<i>Technology Committee</i> <ul style="list-style-type: none"> • Committee Report 	Cathi Mintz	Information
6:55	<i>Finance</i> <ul style="list-style-type: none"> • Committee and Budget Reports/Dashboard 	Kathy Rettig	Information/ Discussion
7:05	<i>Policy and Procedure Review</i> <ul style="list-style-type: none"> • No Committee Report- working on CFCI Parental Involvement Policy for November meeting 	Jennifer Solomon	Information
7:05	<i>Development Committee</i> <ul style="list-style-type: none"> • Committee Report • Feasibility Discussion- <i>Closed Session</i> 	Todd Fischer/ Lori Roy	Information/Action
7:25	<i>Executive Committee</i>	Ashley Cooksley	Information / Discussion

	<ul style="list-style-type: none"> • Educational Leave Policy - adhoc review- update • November and December board meeting dates 		
7:35	<p><i>Other Announcements and/or Upcoming events:</i></p> <ul style="list-style-type: none"> • Next Executive Committee Meeting: <i>November 9th 2:30pm</i> • Next Board Meeting- TBD in the CFCI Museum Room at 6pm 	Ashley Cooksley	Information
7:40	<i>Closed Session for meeting critique (NC statute 143-318.11)</i>	Ashley Cooksley	Discussion
7:42	<i>Adjournment</i>	Ashley Cooksley	Action

Board Agenda Requests: If you would like to request that an item be added to the Board agenda, please e-mail the Board Secretary, Beth Carter at bcarter@cfc.net with “CFCI Board Agenda” in the subject line, or place the request in his box in the main school office. The agenda request must include the subject, a brief synopsis of what you would like to present, the amount of time requested, any handouts you would like to distribute, and whether your request is informational, discussion, and/or requests board action.

All requests and materials need to be submitted by noon on the first Friday of the month. Items not received by this time will not be considered for the following month’s Board meeting. The Board Executive Committee reserves the right to determine whether the item is added to the agenda, to ask for additional information, or to redirect the request to an appropriate committee or person.

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

Absent: Todd Fischer, Lisa Buchanan, Todd Fischer, Kristin Hudson

Time	Subject	Chair/Presenter	Activity
6:00pm	<i>Call to Order</i>	Ashley Cooksley	Action
6:01	<i>Approval of Minutes: 8/15/17 and 8/24/17</i>	Ashley Cooksley	Cathey Luna moved to approve the August and September minutes as distributed. 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>		
6:15	<i>Partnership</i> <ul style="list-style-type: none"> • Committee Report 	Stephen Hill	Happy to announce the Partnership made \$8835.00 in Fund the Wonder. Box Tops counted on Oct. 30. Nov. 6 Partnership meeting and the Book Fair opens that night.
6:25	<i>Life Long Learning</i> <ul style="list-style-type: none"> • Committee Report – meeting rescheduled to next Thursday 10/19. 	Jennifer Paetzold	Meeting Thursday, Oct. 19.
6:25	<i>Director's Report</i> <ul style="list-style-type: none"> • PCN Update • General information update 	Lori Roy	The PCN is focusing on keeping parent FB posts positive. Some members of the PCN were asked if there were exceptions to the early check-out policy; they are giving feedback to parent community. PCN members are trying to keep informal documentation on what PCN members are hearing and writing down at meetings. Lori and Kelly Flowers are the chairs. The PCN rReport was submitted and included in board documents. There have been many visitors are in the building, and groups of charter school visitors want to come back and visit. Lots of positive feedback from people visiting.

			<p>Rene is doing Tuesday Outdoor Days with first graders.</p> <p>Lori is beginning announced observations with teachers.</p> <p>Robotics Club is up and running.</p> <p>Middle graders leave for their retreat in the morning, 10-18-17.</p> <p>Specialists are working to cover teachers in K-1, 2-3, 4-5 so that those loop levels can have some extra planning time together while middle grades are gone. Specialists and teachers will plan how to cover classes together.</p> <p>Five students are taking Math 2 as 8th graders. Math 2 is online, and they are taking it first semester. So in spring semester, these 5 students - through NCVPS- will be taking Spanish 1 online. We had a family request for another 8th grader to be able to take the Spanish I online in spring, but the decision was made not to allow this at this time. We have never had students in online Spanish, and so the student progress in the online course will be monitored this spring to see how it works.</p>
6:45	<p><i>Technology Committee</i></p> <ul style="list-style-type: none"> • Committee Report 	Cathi Mintz	<p>Meeting date is changing. EOG grades 3-8 is all going to be online in 2018. Beginning to plan for EOY. There are many details that will have to be addressed, such as when ChromeBooks need to be collected to prepare for EOG. The committee discussed how teachers can help monitor sites that need to be blocked and determined that if students are using websites they are not supposed to, that they will e-mail the link to Mr. Allen, Mrs. Roy, and their parents, acknowledging their choice to use that website, while also documenting it so that Mr. Allen can block it or review it to see if that is necessary.</p>
6:55	<p><i>Finance</i></p> <ul style="list-style-type: none"> • Committee and Budget Reports/Dashboard 	Kathy Rettig	<p>One request came from Rene for approving \$750 for outdoor education for K-3 playground. Finance recommended that \$750 be given to 4-8 as well. Cathey Luna moved to approve, and Lauren Lombardi seconded. Motion passed.</p> <p>Joanne Brinkley requested \$220 to purchase</p>

			<p>a locking cabinet for books that were donated by UNCW. Cathey Luna motioned to approve, Lauren Lombardi seconded. Motion passed.</p> <p>Kathy Coke explained that we applied for Title I and Title II funds, a total of \$18,000.00 and we received them. Title I funds will be spent for our Interventionist position and Universal Screening costs; Title II funds will be used to help keep our teachers certified and provide professional development.</p>
7:05	<p><i>Policy and Procedure Review</i></p> <ul style="list-style-type: none"> No Committee Report- working on CFCI Parental Involvement Policy for November meeting 	Jennifer Solomon	No update.
7:05	<p><i>Development Committee</i></p> <ul style="list-style-type: none"> Committee Report Feasibility Discussion- <i>Closed Session</i> 	Todd Fischer/ Lori Roy	Committee met and decided to hire a firm to lead us in gathering information concerning property. More information in closed session.
	<p><i>Executive Committee</i></p> <ul style="list-style-type: none"> Educational Leave Policy - adhoc review- update November and December board meeting dates 	Ashley Cooksley	Ashley reported that she met with Joanne Brinkley and Sam Deprisco concerning the Educational Leave Policy. Next steps: teachers will have a discussion with other teachers at a faculty meeting to share what they heard. Then there will be another meeting with Joanne and Sam. This is a really important discussion, so Ashley doesn't want to rush this.
	<p><i>Other Announcements and/or Upcoming events:</i></p> <ul style="list-style-type: none"> Next Executive Committee Meeting: <i>November 9th 2:30pm</i> Next Board Meeting- TBD in the CFCI Museum Room at 6pm 	Ashley Cooksley	<p>November 9, 2017 at 8:30 a.m. is Exec. Committee meeting.</p> <p>Nov. 16, 2017 at 6:00 is Board meeting.</p> <p>Dec. 2 at 11:00 a.m. is Dec. Board meeting.</p> <p>Dec. 4 is Board Holiday Party, 6-9 p.m.</p>

	<i>Closed Session for meeting critique (NC statute 143-318.11)</i>	Ashley Cooksley	Cathey Luna voted to go into closed session. Lauren Lombardi seconded.
	<i>Open Session continued</i>		Cathey Luna made a motion to allow the Development Committee to decide to award the consultancy contract to either George Johnson or McKim and Creed without further Board approval. Lauren Lombardi seconded. The motion passed.
	<i>Adjournment</i>	Ashley Cooksley	Cathey Luna moved to adjourn the meeting. Lauren Lombardi seconded. The motion passed.

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CFCI Partnership Meeting

Angela, Ben, Emily, Renee, Stephen, Nicole

October 2017

Teacher Appreciation

-The committee is working together for something nice for the teachers.

Book Fair

-Shelley is adding a "Grand Day"- Grandparents or another adult can shop with their child in the morning.

-Refreshments will be served

Box Tops

-Count day is Monday, October 30. There is expected to be a lot of box tops since this is the first count.

Playground

-Renee is scheduling a meeting and a day to start construction on the projects. Some materials and time will be donated.

Fund The Wonder

--Should FTW be extended? Decided to end on scheduled date.

T-Shirts

--Emily will count shirts to see what needs to be ordered. May order long sleeve T's with current logo.

--We will discuss with Lori & Missy about possible logo contest for students for new tshirt design in January 2018

Discovery

--Should we continue to fund this program? Renee will inquire among staff to see who utilizes it. May be possible the money for this program would be more useful in another capacity.



Parent Collaborative Network Agenda Monday, October 2, 2017

Members Present: Sarah Raper, Jenny Whitney, Keri Wray, Elaine Jack, Angela Carson

Visitors: None

Date: 10/2/17

Time: 6:00 pm

Location: CFCI Museum Room

ANNOUNCEMENTS:

DISCUSSION:

Meeting Dates	5 minutes	November: 7 th 8:15am January: 8 th 8:15am- logistics did not work for an evening meeting this month. We will reevaluate for February.
Hot Lunch Discussion	10 minutes	Will bring details from Kathy Coke. A lot of fast food typically, a lot of waste, unhealthy, etc. Committee will table discussion and Lori will follow up with more details. At this time, we are not sure the time commitment for a staff member or volunteers would be viable.
Documentation of activity outside of meetings	10 minutes	There are a lot of things that could have been put on agenda, but we have been able to redirect items or answer questions on own. Discussed sending individual reports when Kelli emails about agenda items for the General Updates portion of the agenda.
Early Check out Policy	10 minutes	Parents that are there for the end of the day with museums, volunteering, etc. Is there a time where we can sign out students? Lori shared that if the teacher is okay to dismiss at the end of a museum, etc., then that is fine. We don't want siblings to be pulled early from their classes though as



Parent Collaborative Network Agenda Monday, October 2, 2017

		<p>closing circle is such an important part of the day. The parent and child (if siblings) can go to the multipurpose room.</p>
<p>Supply/School Pak update</p>	<p>10 minutes</p>	<p>Next Steps:</p> <ol style="list-style-type: none"> 1. Potential Coordinator-Sandy Eyles is willing to coordinator. 2. Coordinator surveys to see if there is enough interest- Angela will reach out to Sandy to develop a survey for the community with information. 3. Research/Vet Companies (Kathy Coke and Coordinator)- can put in this year's list to get quotes. 4. Lori-work with teachers/admin- find out when supply lists would need to be ready
<p>General Updates</p>		<ul style="list-style-type: none"> - Discussed that it is okay to park in handicap spots by the church in large parking lot for pick up/drop off. - A parent had a question regarding the HVAC system in a K-1 classroom that Jenny was able to reach out to admin and provide clarification on (problem resolved). - Working on getting quotes for a more solid fence design for the K-3 playground. - Landscaping is fabulous! - Appreciate the reminder about the cell phones, it is an issue that has also been brought to our attention.

ACKNOWLEDGEMENTS:

FUTURE DISCUSSION ITEMS:



CFCI Meeting Agenda

Technology Committee

Date: 10.5.17

Present: Todd, Wes, Morgan, Joanne, Jess, Ruben, Cathi, JP, Paul

Visitors:

Next meeting: 11.2.17

I. Topic: EOY Online Testing Logistics - Jennifer Paetzhold

Discussion: Online Testing and Chrome Book Check-In

All testing will be online 3-8 this year. Teachers will need to log in each computer themselves. JP has done this in the past. Students not allowed in the room until computers are logged on. Logistics for how this will work will be worked out.

Action or Request (if any)

3-8 teachers talk with loop level to brainstorm possible ideas/issues and report back next month.

II. Topic: Laptop Distribution for Lower Grades

Discussion: How can we help Paul get laptops out to lower grades?

Action or Request (if any) We will each go get a few computers to begin updating them on our back counter. Restart each computer when they are done updating. Tag any computers with issues.

III. Topic: Clarify Meeting Dates

Discussion

Move date to 1st Thursday of the month beginning in November.

Action or Request (if any)

IV. Topic: Blocking Sites

Discussion: Finding kids on sites with games.

Action or Request (if any)

Note time and student and site if possible. Paul can track all activity online with this information.

Suggestion from a parent: When a student is caught on the wrong type of site, immediately have the student send an email to admin, Paul and their parents explaining where they were, how the site breaks policy and ask for it to be blocked.

Paul also updated us on network status. Technology equipment originally supposed to be purchased over the summer was ordered last week. 7 Cisco 2950 switches



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CFCI Meeting Minutes



Finance Committee

Meeting Agenda

October 9th, 2017

Present: Kathy Rettig, Lori Roy, Joanne Cress, Joanne Brinkley

Next meeting: **November 13th, 2017**

I. Topic

September Budget Reports

II. Discussion

Please email any questions to Kathy

I. Topic

Playground funds

II. Discussion

Rene sent plan to improve the improve the K-3 playground. Please see attached request.. She estimates the cost to be \$750.00

III. Action

I. Topic

Cabinet for K-1 Books

II. Discussion

Joanne B. Requested \$220 for new cabinet to hold books. Please see attached request

III. Action

I. Topic

Title I & II update

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.

K-1 request for Finance

K-1 would like to request \$220 to purchase a cabinet for books that were donated to the school. These books came from the Reading Recovery program at UNCW that was discontinued at the end of last school year. These books are valued at approximately \$10,000. There were 10 individual teacher sets that were divided up into 5 teacher sets (each K-1 teacher and Lisa Cole) and the rest are in sets of 5 for guided reading.

These books, (the sets of 5 books per title) needed to be stored somewhere besides my classroom floor before school started so EC let us use a cabinet they were not using. The \$200 would be to replace the one they gave us, as they now have a need for it. I can purchase the same cabinet at Sam's for the stated price, plus tax.

Because these books were donated to the school, we would like to request that the school pay for the cabinet. This cabinet only has these books in it and is stored in the K-1 hallway so that all teachers can access it without interrupting classes or meetings.

Thank you for your consideration.

K-1 Team

Playground Improvement Proposal - Fall 2017

We are requesting \$750 toward the playground projects listed below. We will do as many of these as the funding allows. All prices listed are estimates. If no estimate is listed we are waiting for more pricing information. We have parents who are willing and excited about building and installing these items.

3 large outdoor chalkboards (\$100 each)
slack line (\$80)
stick holder (\$25)
art panels
tube drums
play stage
improvements to mud kitchen (\$50)
sand pit (\$100)

We have also scheduled a playground build/install day on Saturday, November 4.

Rene Gouverneur and Melissa Reese

Date: 10/05/2017
 Time: 10:36 am

CAPE FEAR CENTER FOR INQUIRY
 BUDGET REPORT
 From 9/1/2017 to 9/30/2017

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
REVENUE						
STATE REVENUE						
Rev - Summer Reading Program	\$14,342.09	\$0.00	\$1,919.97	\$12,422.12	86.61%	
Rev - Behavior Support - 029	\$50,000.00	\$10,201.50	\$10,201.50	\$39,798.50	79.60%	
Rev - Charter Schools - 036	\$2,342,779.62	\$216,018.87	\$549,536.85	\$1,793,242.77	76.54%	
TOTAL STATE REVENUE	\$2,407,121.71	\$226,220.37	\$561,658.32	\$1,845,463.39	76.67%	
LOCAL REVENUE						
Rev - Sales Tax	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.00%	
Rev - Field Trip	\$40,000.00	\$0.00	\$125.00	\$39,875.00	99.69%	
Rev - Contributions and Donati	\$1,500.00	\$50.00	\$50.00	\$1,450.00	96.67%	
Rev - Interest Income-MM-1908	\$2,000.00	\$0.00	\$438.75	\$1,561.25	78.06%	
Rev - Interest Income-SV-4483	\$0.00	\$0.00	\$0.03	\$(0.03)	0.00%	
Rev - Various	\$5,000.00	\$59.00	\$399.22	\$4,600.78	92.02%	
Rev - ERATE	\$15,000.00	\$0.00	\$0.00	\$15,000.00	100.00%	
Rev - Brunswick County Schools	\$120,232.04	\$10,018.33	\$10,018.33	\$110,213.71	91.67%	
F & F - Brunswick County-4609	\$700.00	\$106.20	\$106.20	\$593.80	84.83%	
Rev - Duplin County Schools	\$959.04	\$0.00	\$0.00	\$959.04	100.00%	
Rev - New Hanover County	\$941,460.00	\$0.00	\$160,460.00	\$781,000.00	82.96%	
F & F - New Hanover County	\$15,000.00	\$248.00	\$248.00	\$14,752.00	98.35%	
Rev - Pender County Schools	\$9,020.88	\$0.00	\$0.00	\$9,020.88	100.00%	
F & F - Pender County Schools	\$200.00	\$0.00	\$0.00	\$200.00	100.00%	
Rev - Fundraising - 653	\$5,000.00	\$512.50	\$512.50	\$4,487.50	89.75%	
Rev - Riptide Runners	\$4,000.00	\$0.00	\$0.00	\$4,000.00	100.00%	
Rev - Capital Campaign - 660	\$30,000.00	\$0.00	\$0.00	\$30,000.00	100.00%	
Rev - Fees / Supplies - 4609	\$0.00	\$1,162.75	\$1,342.75	\$(1,342.75)	0.00%	
Rev - Tech Donations	\$0.00	\$7,301.50	\$11,199.50	\$(11,199.50)	0.00%	
Rev - Technology Fees	\$0.00	\$4,423.00	\$65.00	\$(65.00)	0.00%	
Rev - Social Dues	\$500.00	\$0.00	\$0.00	\$500.00	100.00%	
TOTAL LOCAL REVENUE	\$1,195,571.96	\$23,881.28	\$184,965.28	\$1,010,606.68	84.53%	
FEDERAL REVENUE						
Rev - IDEA VI-B Handicap - 060	\$50,000.00	\$0.00	\$0.00	\$50,000.00	100.00%	
TOTAL FEDERAL REVENUE	\$50,000.00	\$0.00	\$0.00	\$50,000.00	100.00%	
TOTAL REVENUE	\$3,652,693.67	\$250,101.65	\$746,623.60	\$2,906,070.07	79.56%	

Date: 10/05/2017
 Time: 10:36 am

CAPE FEAR CENTER FOR INQUIRY
BUDGET REPORT
 From 9/1/2017 to 9/30/2017

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
EXPENSES						
1. Salaries & Bonuses						
Salary - Teacher	\$1,241,071.90	\$102,053.41	\$300,484.63	\$940,587.27	75.79%	
Salary - Teacher - 016	\$1,723.61	\$0.00	\$1,723.61	\$0.00	0.00%	
Salary - Teacher Assistant	\$103,976.10	\$11,745.39	\$14,556.76	\$89,419.34	86.00%	
Salary - Substitute	\$35,000.00	\$360.00	\$360.00	\$34,640.00	98.97%	
Salary - EC Teacher	\$187,262.25	\$9,662.26	\$41,035.61	\$146,226.64	78.09%	
Salary - EC Assistant	\$26,847.90	\$2,990.14	\$3,794.35	\$23,053.55	85.87%	
Salary - EC Substitute	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.00%	
Salary - Behavioral - 029	\$50,000.00	\$10,201.50	\$10,201.50	\$39,798.50	79.60%	
Salary - Guidance	\$37,983.75	\$3,114.09	\$9,242.77	\$28,740.98	75.67%	
Salary - Psychologist	\$34,731.00	\$2,909.93	\$7,457.81	\$27,273.19	78.53%	
Salary - Principal	\$82,236.00	\$20,226.27	\$20,226.27	\$62,009.73	75.40%	
Salary - Assistant Principal	\$62,700.75	\$15,257.25	\$15,257.25	\$47,443.50	75.67%	
Salary - Office	\$46,634.25	\$3,801.29	\$9,439.72	\$37,194.53	79.76%	
Salary - Business Manager	\$83,613.60	\$6,855.00	\$20,565.00	\$63,048.60	75.40%	
Salary - Technology	\$49,875.00	\$4,089.00	\$12,267.00	\$37,608.00	75.40%	
Total 1. Salaries & Bonuses	\$2,046,156.11	\$193,265.53	\$466,612.28	\$1,579,543.83	77.20%	
2. Benefits						
Social Security Cost	\$156,399.08	\$12,481.58	\$34,224.58	\$122,174.50	78.12%	
Social Security Cost - 016	\$130.90	\$0.00	\$130.90	\$0.00	0.00%	
State Retirement Cost	\$338,149.14	\$26,143.59	\$74,399.44	\$263,749.70	78.00%	
State Retirement Cost - 016	\$0.00	\$(295.24)	\$0.00	\$0.00	0.00%	
Hospitalization Cost	\$195,627.84	\$15,838.07	\$43,072.70	\$152,555.14	77.98%	
Hospitalization Cost - 016	\$0.00	\$(15.23)	\$65.46	\$(65.46)	0.00%	
Unemployment Cost	\$9,900.00	\$0.00	\$0.00	\$9,900.00	100.00%	
Other Insurance Cost	\$0.00	\$39.55	\$39.55	\$(39.55)	0.00%	
Total 2. Benefits	\$700,206.96	\$54,192.32	\$151,932.63	\$548,274.33	78.30%	
3. Books & Supplies						
Riptide Runners	\$4,000.00	\$0.00	\$0.00	\$4,000.00	100.00%	
Instructional Supplies	\$30,000.00	\$2,525.73	\$3,740.46	\$26,259.54	87.53%	
Instructional Supplies - 016	\$12,487.58	\$0.00	\$0.00	\$12,487.58	100.00%	
EC Instructional Supplies	\$6,000.00	\$157.84	\$157.84	\$5,842.16	97.37%	
Health Supplies	\$200.00	\$0.00	\$0.00	\$200.00	100.00%	
Safety Supplies	\$1,200.00	\$0.00	\$0.00	\$1,200.00	100.00%	
Office Supplies	\$8,000.00	\$0.00	\$0.00	\$8,000.00	100.00%	
Board of Directors Supplies	\$500.00	\$0.00	\$0.00	\$500.00	100.00%	
Postage	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.00%	
Memberships	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.00%	
Social Dues	\$500.00	\$0.00	\$0.00	\$500.00	100.00%	
Sales Tax Expense	\$5,000.00	\$428.74	\$3,932.14	\$1,067.86	21.36%	

Date: 10/05/2017
 Time: 10:36 am

CAPE FEAR CENTER FOR INQUIRY
BUDGET REPORT
 From 9/1/2017 to 9/30/2017

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
Total 3. Books & Supplies	\$72,887.58	\$3,112.31	\$7,830.44	\$65,057.14	89.26%	
4. Technology						
Instructional Software	\$15,500.00	\$50.00	\$50.00	\$15,450.00	99.68%	
Non-Capitalized Hardware	\$700.00	\$0.00	\$356.08	\$343.92	49.13%	
Office Software	\$2,500.00	\$1,274.33	\$1,690.99	\$809.01	32.36%	
Non-Capitalized Office Hardware	\$500.00	\$0.00	\$0.00	\$500.00	100.00%	
Supplies and Materials	\$16,000.00	\$0.00	\$0.00	\$16,000.00	100.00%	
Technology Computer Equipment	\$8,000.00	\$0.00	\$0.00	\$8,000.00	100.00%	
Total 4. Technology	\$43,200.00	\$1,324.33	\$2,097.07	\$41,102.93	95.15%	
5. Non-Cap Equipment & Leases						
Instructional Equipment	\$10,000.00	\$929.75	\$929.75	\$9,070.25	90.70%	
EC Equipment	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.00%	
Reproduction Costs	\$12,000.00	\$3,246.70	\$3,660.70	\$8,339.30	69.49%	
Office Equipment	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%	
Total 5. Non-Cap Equipment & Leases	\$27,000.00	\$4,176.45	\$4,590.45	\$22,409.55	83.00%	
6. Contracted Student Services						
Instructional Services	\$900.00	\$0.00	\$168.00	\$732.00	81.33%	
EC Services	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.00%	
Speech Services	\$26,000.00	\$0.00	\$0.00	\$26,000.00	100.00%	
Field Trips	\$42,000.00	\$0.00	\$0.00	\$42,000.00	100.00%	
Total 6. Contracted Student Services	\$78,900.00	\$0.00	\$168.00	\$78,732.00	99.79%	
7. Staff Development						
Workshop Expenses	\$18,995.76	\$898.00	\$1,008.00	\$17,987.76	94.69%	
EC Workshop Expenses	\$3,000.00	\$0.00	\$347.00	\$2,653.00	88.43%	
Total 7. Staff Development	\$21,995.76	\$898.00	\$1,355.00	\$20,640.76	93.84%	
8. Administrative Services						
Advertising	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%	
Audit Services	\$9,000.00	\$0.00	\$0.00	\$9,000.00	100.00%	
Bank Fees	\$1,500.00	\$22.15	\$83.30	\$1,416.70	94.45%	
Financial Services	\$43,656.00	\$3,638.00	\$10,914.00	\$32,742.00	75.00%	
General Administration	\$5,000.00	\$1,058.00	\$1,167.20	\$3,832.80	76.66%	
Legal Services	\$3,000.00	\$829.00	\$829.00	\$2,171.00	72.37%	
PowerSchool Services	\$16,320.00	\$1,360.00	\$4,080.00	\$12,240.00	75.00%	
Technology Support Services	\$500.00	\$0.00	\$0.00	\$500.00	100.00%	
Human Resources	\$1,400.00	\$157.50	\$196.50	\$1,203.50	85.96%	
Other Tax Payments	\$2,648.89	\$2,645.02	\$2,645.02	\$3.87	0.15%	
Total 8. Administrative Services	\$85,024.89	\$9,709.67	\$19,915.02	\$65,109.87	76.58%	

Date: 10/05/2017
 Time: 10:36 am

CAPE FEAR CENTER FOR INQUIRY
 BUDGET REPORT
 From 9/1/2017 to 9/30/2017

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
9. Insurances						
Workers Compensation	\$8,165.00	\$764.00	\$2,292.00	\$5,873.00	71.93%	
General Liability	\$32,500.00	\$4,841.00	\$11,497.00	\$21,003.00	64.62%	
Other Insurance & Judgments	\$3,657.00	\$0.00	\$0.00	\$3,657.00	100.00%	
Total 9. Insurances	\$44,322.00	\$5,605.00	\$13,789.00	\$30,533.00	68.89%	
10. Rents & Debt Service						
Debt Service - Principal	\$205,262.70	\$16,791.05	\$50,515.87	\$154,746.83	75.39%	
Debt Service - Interest	\$98,637.67	\$8,533.98	\$25,459.22	\$73,178.45	74.19%	
Building Rent	\$5,700.00	\$950.00	\$1,900.00	\$3,800.00	66.67%	
Total 10. Rents & Debt Service	\$309,600.37	\$26,275.03	\$77,875.09	\$231,725.28	74.85%	
11. Facilities						
Building Repairs & Maintenance	\$15,000.00	\$2,755.00	\$7,109.00	\$7,891.00	52.61%	
Building Supplies & Materials	\$10,000.00	\$185.00	\$185.00	\$9,815.00	98.15%	
Contracted Custodial Services	\$65,000.00	\$4,780.00	\$15,800.00	\$49,200.00	75.69%	
Custodial Supplies & Materials	\$10,000.00	\$1,946.89	\$1,946.89	\$8,053.11	80.53%	
General Contract	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%	
Security Monitoring	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.00%	
Total 11. Facilities	\$106,000.00	\$9,666.89	\$25,040.89	\$80,959.11	76.38%	
12. Utilities						
Electricity	\$38,000.00	\$0.00	\$40.43	\$37,959.57	99.89%	
Water & Sewer	\$8,000.00	\$0.00	\$452.12	\$7,547.88	94.35%	
Waste Management	\$3,450.00	\$224.54	\$667.94	\$2,782.06	80.64%	
Telephone	\$9,000.00	\$673.35	\$1,496.70	\$7,503.30	83.37%	
Total 12. Utilities	\$58,450.00	\$897.89	\$2,657.19	\$55,792.81	95.45%	
13. Nutrition & Food						
Food Supplies & Materials	\$200.00	\$0.00	\$0.00	\$200.00	100.00%	
Food Purchases	\$6,000.00	\$0.00	\$0.00	\$6,000.00	100.00%	
Other Food - Office	\$750.00	\$0.00	\$10.43	\$739.57	98.61%	
Total 13. Nutrition & Food	\$6,950.00	\$0.00	\$10.43	\$6,939.57	99.85%	
14. Capital Purchases						
Cap Instructional Computers	\$15,000.00	\$0.00	\$0.00	\$15,000.00	100.00%	
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%	
Total 14. Capital Purchases	\$20,000.00	\$0.00	\$0.00	\$20,000.00	100.00%	
15. New Site Development						
Bank Service Fee	\$35,000.00	\$0.00	\$0.00	\$35,000.00	100.00%	

Date: 10/05/2017

Time: 10:36 am

CAPE FEAR CENTER FOR INQUIRY

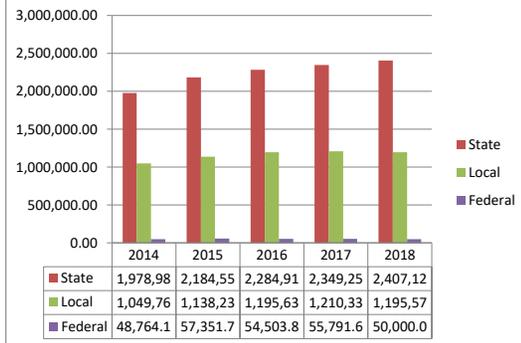
BUDGET REPORT

From 9/1/2017 to 9/30/2017

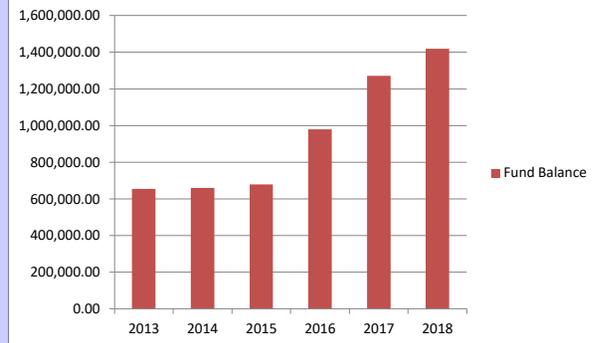
	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
Total 15. New Site Development	\$35,000.00	\$0.00	\$0.00	\$35,000.00	100.00%	
16. Capital Campaign - 660						
Capital Campaign Expenses - 660	\$10,000.00	\$4,700.00	\$4,700.00	\$5,300.00	53.00%	
Total 16. Capital Campaign - 660	\$10,000.00	\$4,700.00	\$4,700.00	\$5,300.00	53.00%	
17. Transportation and Travel						
Travel	\$100.00	\$48.00	\$72.00	\$28.00	28.00%	
Total 17. Transportation and Travel	\$100.00	\$48.00	\$72.00	\$28.00	28.00%	
TOTAL EXPENSES	\$3,665,793.67	\$313,871.42	\$778,645.49	\$2,887,148.18	78.76%	
NET SURPLUS/(DEFICIT)	\$(13,100.00)	\$(63,769.77)	\$(32,021.89)			

CFCI FINANCIAL DASHBOARD

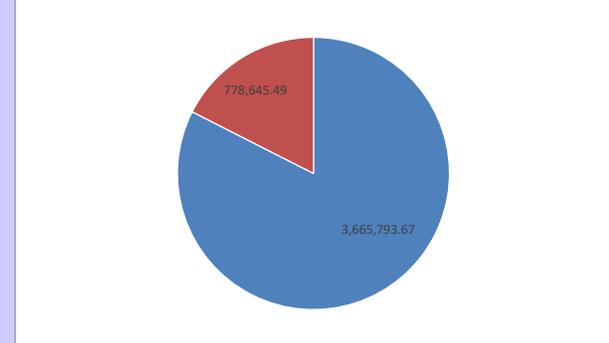
Revenue



Fund Balance



YTD Expense



As of September 30th we have completed 25% of the fiscal year and spent 21% of our budgeted funds.



CFCI Meeting Minutes

Development Committee

Date: 10.11.17 9am-11am

Present: Sarah McCorcle, Lori Roy, Todd Fischer, Beth Carter, Kathy Coke

Visitors: n/a

Next meeting: 10.17.17

I. Topic: Feasibility Study

Discussion

The committee discussed possible companies to help us draft a plan of “next steps/phases” for consideration of the church property, Shipyard and other possibilities.

Action or Request (if any)

Kathy is setting up interviews for next Tuesday prior to the board meeting.