

**Cape Fear Center for Inquiry
Board of Directors Minutes
May 19, 2020- 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: LaKeasha Glaspie, Dave Boucher, Tiffany Erichsen, Stephen Hill, Chuck Jurich, Sarah McCorcle, Wes Rose, Jennifer LaFleur, Brandt Hart, Shannon Shanks, Lori Roy

Time	Pckt. LTR	Subject	Chair/Presenter	Note: Information, Discussion, and/or Action
		Opening Items:		
6:00pm		<i>Call to Order</i>	Lakeasha Glaspie	Call to order: Boucher/Erichsen
6:01	A B	<i>Approval of Minutes:</i> <ul style="list-style-type: none"> • April 21, 2020 • April 27, 2020- Special Called Meeting 	Lakeasha Glaspie	Approval of Minutes 4/21 and 4/27: Hill/Boucher
6:02		<i>Visiting Faculty*</i>	TBD	
6:07		<i>Visiting Parent or Community Members*</i>	TBD	
		Director's Report		
6:15	C D E F	<ul style="list-style-type: none"> • Monthly Teacher Report- Sarah McCorcle • <i>Personnel:</i> Employee Resignation • Parking Lot Update • PCN Update • End of Year wrap up work • Return to School Committee/Planning 	Lori Roy	<p>Information/Discussion/Action: Lori discussed election of new teacher board members. (2 new teacher board members)</p> <p>Lori discussed EOY events.</p> <ul style="list-style-type: none"> • Reverse parade for K-7 • 8th grade event • Field Day • Wrap-up of core instruction <p>Lori discussed Climate survey for parents.</p> <p>Lori acknowledged Megan Hayes and Sunshine committee for student engagement events. Middle grades specials sign-ups are coming out later this week. Transition meetings are scheduled with teachers. EOY checklists for teachers were sent out today.</p>

				<p>Teachers have been working on restructuring plan to better support students in 20-21 school year.</p> <p>Lori discussed return-to-school plan. 2 adhoc committees created to plan (Safety/Operations and Students and Instruction). Certain level of flexibility is expected for planning. 3 plans are being created (A- regular start, B- hybrid w/ RL, C- All RL)</p> <p>Lori shared 2 staff resignations. (Gina Faragher and Kelli Leiner)</p> <p>Lori updated on parking lot project. George will be at June board meeting to give final numbers.</p> <p>Motion to give permission for Lori and Mallory to negotiate contracts for asbestos and demolition of houses on property provided contracts do not exceed 50k total: Boucher/Hill. All in favor.</p> <p>Motion to accept resignations for 2 staff members: Erichson, Jurich. All in favor.</p> <p>Lori shared PCN update from last meeting. Several officers of PCN are rotating off. Lori requested that board vote to approve holding off 2 rotations until fall due to COVID. Motion to approve suspension of board policy to allow current PCN officers (2) to stay through October: Hill/Boucher. All in favor.</p>
		Committee Reports		
6:45	G	Finance <ul style="list-style-type: none"> • Budget Report • 2020-2021 Budget Update 	Mallory Hickey/ Lori Roy	<p>Mallory gave short introduction.</p> <p>Mallory shared update on 20-21 budget. Anticipating 5% reduction due to COVID.</p>

		Teacher Report		<p>Boucher shared that it is very difficult to address budget shortfall without finalized budget from current year.</p> <p>Teachers acknowledged Shared Leadership, Alycia for floors, TAs for support, Megan and Sunshine committee, Lori for hard work. Shared concerns about restructuring conversation with Shared Leadership, 360 evaluation, Teacher bill of rights. Want to review hiring processes to make sure policies are clear. Discussion about 360 evaluations. Discussions about methods to allow community members to give comments/remarks at beginning of meeting (2 min in face-to-face meeting)</p>
	H	Lifelong Learning- Minutes		L3 had a conflict with most recent meeting and has rescheduled.
		PPRC- none this month		
		Board Elections		
7:00	K	<ul style="list-style-type: none"> • Introduction to Potential Board Members- Q&A • <i>Closed Session-Discussion</i> 		<p>One vacant seat on board for community member with 3 applicants. Each applicant gave statement and responded to questions from board members. Motion to go into closed session to choose new board members and executive board members: Hill/Boucher. All in favor. Motion to come out of closed session: Hill/Boucher</p>
		Executive Committee		
7:45		Committee Report	LaKeasha Glaspie	Information/Discussion/Action

		<ul style="list-style-type: none"> • Inquiry Pact/ Teacher Bill of Rights • Officer Elections- May meeting • July Board Training (OCS) 		<p>Discussion about teacher bill of rights and Inquiry pact that will be signed by all parents. Motion to move board officer elections to June when all board members could be present: Boucher/Hill. All in favor. Discussion about July board training.</p>
		Announcements:		
8:15		<i>Other Announcements and/or Upcoming events:</i>	LaKeasha Glaspie	Information/Discussion No info.
8:17		<i>Adjournment</i>	LaKeasha Glaspie	Action Motion to adjourn: Erichson/Hill

Board Agenda Requests: If you would like to request that an item be added to the Board agenda, please e-mail the Board Secretary, Dave Boucher at dboucher@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.

**Cape Fear Center for Inquiry
Board of Directors Agenda
April 21, 2020- 5:30pm**

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:

Time	Pckt. LTR	Subject	Chair/Presenter	Note: Information, Discussion, and/or Action
		Opening Items:		
5:30pm		<i>Call to Order</i>	Lakeasha Glaspie	Motion to start meeting: Hill/Ericksen
5:31pm	A B	<i>Approval of Minutes:</i> <ul style="list-style-type: none"> • <i>March 17, 2020</i> • <i>March 27, 2020- Special Called Meeting</i> 	Lakeasha Glaspie	Motion to approve minutes for 3/17 and 3/27: Ericksen/Hill
5:33pm		<i>Visiting Faculty*</i>	TBD	
5:35pm		<i>Visiting Parent or Community Members*</i>	TBD	Statement read by Lakeasha Glaspie.
		Director's Report		
5:40pm		<ul style="list-style-type: none"> • <i>Personnel: Employee Resignation</i> • <i>Business Operations Coordinator Update</i> • <i>2020-2021 Budget Update</i> • <i>Parking Lot Update</i> • <i>Email Lori with any April budget questions.</i> • <i>Teacher Report</i> 	Lori Roy	Information/Discussion/Action: <ul style="list-style-type: none"> • Lori shared that there are w resignations: Susan Bolger and Christine Born • Lori updated board on next steps for hiring BOC. • Lori gave an update on the state of the parking lot project. Moving forward with TRC. Next step is permitting phase (4-6 months) • Discussion about pervious pavers and number of trees that will be removed. • Motion to have teachers report: Jurich/Ericksen • Sarah McCorcle read the teacher's report. • Discussion about remote learning protocol. • Discussion about board applications.

				<ul style="list-style-type: none"> Discussion about budget questions and shared leadership
		Policy Procedure Review Committee (PPRC)		
6:00	K	<ul style="list-style-type: none"> Policy 281 Seclusion and Restraint (2nd read) 	Lori Roy/Alan McNaughton	Information/Discussion/Action: Lori gave updates on Board Policy. Discussion about BP 281. Motion to approve policy 281: Johnsen/Jurich.
		Executive Committee		
6:25		<ul style="list-style-type: none"> Board Member election update- <i>present and vote in May meeting-</i> Officer Elections- May meeting July Board Training (OCS and/or LBL) 	LaKeasha Glaspie	Information/Discussion/Action Information/Discussion/Action Update for board applications. Deadline is Friday May 14 th . Spirit week will be the 2 nd week of May. 1 st week of May is teacher appreciation week.
		Board Training		
6:30		Leading in a Crisis	Tom Miller <i>Leaders Building Leaders</i>	Tom shared training on roles and responsibilities of board members as well as strategies for successfully maneuvering in times of crisis.
		Announcements:		
7:30		<i>Other Announcements and/or Upcoming events:</i>	LaKeasha Glaspie	Information/Discussion
7:32		<i>Adjournment</i>	LaKeasha Glaspie	Action Motion to adjourn: Boucher/Erichsen

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Cape Fear Center for Inquiry
Board of Directors Minutes- Special Called Meeting
April 27, 2020- 5:30pm

Join Zoom Meeting

<https://us04web.zoom.us/j/73117398921?pwd=MUVZYkwzMzJqMUM1dXRXZFNIZlc2dz09>

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Roll Call (all online): Stephen Hill, Dave Boucher, Lori Roy, Lakeasha Glaspie, Chuck Jurich, Nancy Johnsen, Emily Luther, Tiffany Erichsen, Shannon Shanks, Sarah McCorcle, Jennifer LaFleur, Brandt Hart, Wes Rose

Time	Pckt. #	Subject	Chair/ Presenter	Note: Information, Discussion, and/or Action
		Opening Items:		
5:30pm		<i>Call to Order</i>	Lakeasha Glaspie	Motion- Tiffany/Stephen Motion carried
5:31pm		<i>Business Operations Coordinator Recommendation- possible closed session</i>	Lakeasha Glaspie	Discussion over Hiring Committee's recommendation of Mallory Hickey for Business Operations Coordinator. Motion- Chuck/Johnsen Motion carried 5 ayes 0 nays
6:00pm		<i>Adjournment</i>	LaKeasha Glaspie	Motion- Stephen/ Dave Motion- carried

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Gina Faragher
EC Teacher

Thursday, May 7, 2020

Cape Fear Center For Inquiry
2525 Wonder Way
Wilmington, NC

To CFCI Board Members, CFCI Personnel, and CFCI Families,

For the 2020-2021 school year, I will not be returning to CFCI. I am resigning as of the end of this school year. With Covid-19, I regret that I may not get to say goodbye in person. I wish all of you the very best!

Sincerely,
Gina

Kelli Leiner
820 Bedminister Ln.
Wilmington, NC 28405

Lori Roy and Alan McNaughton
Cape Fear Center for Inquiry
2525 Wonder Way
Wilmington, NC 28409

Dear Lori Roy and Alan McNaughton,

I have made the difficult decision to resign from my position as a School Psychologist for Cape Fear Center for Inquiry as of the end of the 2019-2020 school year. I made this decision with a heavy heart, having grown to love so many of the students, staff, and families there. Ultimately, it was what I determined to be in my family's and my best interest.

I recognize the challenge of this timing given the pandemic/school closure which has made it impossible to complete assessments. Schools are facing a backlog of evaluations nationally and it's my hope that the solutions proposed by federal and state officials will be workable. However, in the meantime, I will do everything I can to ease this transition. While I've not determined my next steps professionally and cannot commit myself to anything beyond the start of the 2020-2021 school year, I will complete this school year and make myself available as much as possible until the next begins (including summer, if needed).

I am grateful for having had the chance to return to a school setting. Working with students is truly my greatest personal and professional joy. The talent at CFCI is exceptional and I have learned so much from the staff and students in my two years there. Thank you for allowing me the opportunity to be a part of this community. I wish all of you the best and will always consider myself a cheerleader for CFCI, long after I leave.

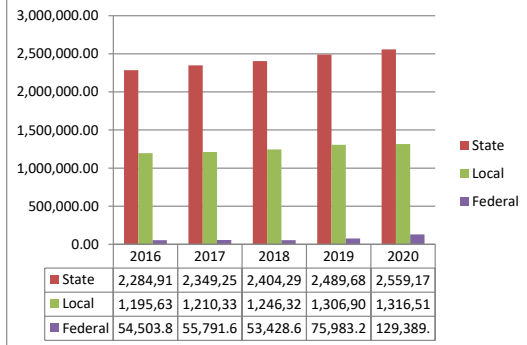
Sincerely,

Kelli Leiner (electronically signed)

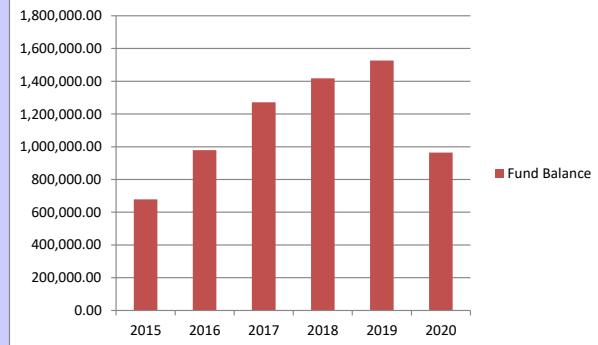
Kelli Leiner

CFCI FINANCIAL DASHBOARD

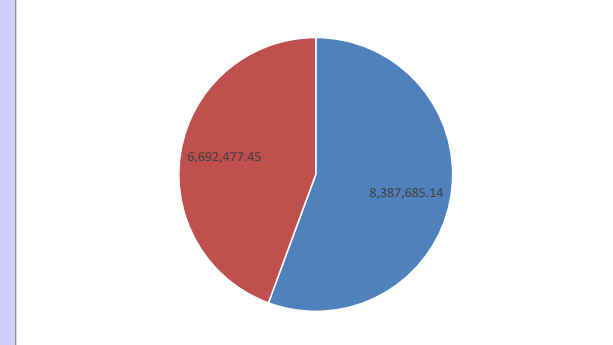
Revenue



Fund Balance



YTD Expense



As of April 30th, 2020 we have completed 83% of the fiscal year and spent 80% of our budgeted funds.

PCN Agenda 5.13.20

Meeting Info:

<https://us04web.zoom.us/j/75659849547?pwd=dHJ6cGtHaHk1NTlkQm9SVDArb1Zjdz09>

Meeting ID: 756 5984 9547

Password: 1zPjGh

Roll Call: Elaine Jack, Lori Roy, Shelley Thomas, Alan McNaughton, Tanya Inabnit, E. Stanfield

Guests: Angela Carson

Unable to attend: Keri Wray

Discussion Items:

- I. Return to School Planning: **10-15 minutes-** Committee work
 - A. Safety and Operations- looking for parents in the community to be part of this team who have medical and operational experience and would be willing to be part of our team/advise our team
 1. Request for Volunteers: Filtering through information, etc. Using skillsets.
 - B. Students and Instruction
 1. Remote Learning: **15 minutes-**
Discussion Ideas:
 - a) Physically SEE teachers more in addition to office hours
 - b) Mandatory class time
 - c) Collaborate with PCN and Shared Leadership Committee----parent feedback, possible breakdown/breakout in grade levels, specials, etc.
 2. Looking at a Plan A (regular school), Plan B (hybrid remote/onsite) and Plan C (fully remote) as the year progresses
 - a) Things to consider- in person instruction more focuses, at home time, supporting learning
 - b) Acknowledging the difference between face to face and at home learning
- II. Climate Survey-
 - A. Specialists- missing
 - B. How is information going to be used?
 1. Feedback will be broken into categories (strategic goals)

2. What is working well
3. What needs to be addressed/supported

C. How will the information be shared?

1. Summary of data
2. Collaboration with PCN, Board, Faculty/Staff
3. Goals

D. ***Remote Learning specifics may come from Student and Instruction Adhoc**

1. Shared through PCN reps

III. Protocols of Effective Communication- **10-15 minutes**- Board, Faculty, PCN work

- PCN:<https://cfcj.net/what-is-the-pcn/>

- Reset of PCN Communications
- Clarifying role of PCN with community and how to utilize the resource
- [Communications Guide](#)

- Inquiry Pact

- Code of Conduct
- Chain of Communication
- Policies and Procedures that go with this
 - Social media communication, expectations, impact on teachers
- Teacher Bill of Rights

IV. New PCN Membership for 2020-2021- Transition in fall, applications spring/summer

(allows for continuity during COVID)- should come up, important to have it approved.

Continuity...add new membership opportunities to Community Updates. **(Call to Action)**

NEXT MEETING: JUNE 3RD 1PM

**CAPE FEAR CENTER FOR INQUIRY
BUDGET REPORT (DETAIL)
4/1/2020 ~ 4/30/2020
All Accounts**

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
REVENUES						
State Revenue						
Rev - Charter Schools - 036	\$2,478,833.00	\$215,163.41	\$2,476,225.00	\$2,608.00	0.11%	
Rev - School Resource Officer - 039	\$15,200.00	\$0.00	\$0.00	\$15,200.00	100.00%	
Rev - Reading Devices - 085	\$3,360.00	\$3,296.41	\$3,296.41	\$63.59	1.89%	
Rev - Summer Reading Program	\$15,890.00	\$0.00	\$15,890.00	\$0.00	0.00%	
Rev - Behavior Support - 029	\$51,100.00	\$0.00	\$37,989.64	\$13,110.36	25.66%	
Rev - Charter Schools 048	\$1,076.50	\$0.00	\$1,076.50	\$0.00	0.00%	
Rev - COVID-19 Supplemental Funds - 154	\$8,632.00	\$2,427.73	\$2,427.73	\$6,204.27	71.88%	
Total State Revenue	\$2,574,091.50	\$220,887.55	\$2,536,905.28	\$37,186.22	1.44%	
Local Revenue						
Rev - New Hanover County	\$995,904.00	\$0.00	\$746,928.00	\$248,976.00	25.00%	
Rev - Pender County Schools	\$11,538.00	\$0.00	\$8,651.82	\$2,886.18	25.01%	
F & F - Brunswick County-4609	\$2,700.00	\$0.00	\$915.28	\$1,784.72	66.10%	
F & F - New Hanover County	\$24,000.00	\$0.00	\$21,830.00	\$2,170.00	9.04%	
F & F - Pender County Schools	\$100.00	\$0.00	\$116.28	(\$16.28)	-16.28%	
Rev - Brunswick County Schools	\$161,602.56	\$0.00	\$140,962.04	\$20,640.52	12.77%	
Rev - Interest Income-MM-1908	\$2,500.00	\$0.00	\$2,786.85	(\$286.85)	-11.47%	
Rev - Interest Income-SV-4483	\$0.20	\$0.00	\$0.15	\$0.05	25.00%	
Rev - Sales Tax	\$6,000.00	\$0.00	\$3,388.40	\$2,611.60	43.53%	
Rev - Contributions and Donati	\$3,000.00	\$0.00	\$1,367.75	\$1,632.25	54.41%	
Rev - Tech Donations	\$2,000.00	\$0.00	\$1,525.00	\$475.00	23.75%	
Rev - Fundraising - 653	\$5,000.00	(\$20.00)	\$3,049.33	\$1,950.67	39.01%	
Rev - Riptide Runners	\$4,000.00	(\$190.00)	\$2,627.50	\$1,372.50	34.31%	
Rev - Field Trip	\$60,000.00	(\$8,756.00)	\$23,342.10	\$36,657.90	61.10%	
Rev - Rental of School Propert	\$2,000.00	\$0.00	\$1,780.00	\$220.00	11.00%	
Rev - Memorial Fund	\$0.00	\$0.00	\$500.00	(\$500.00)	0.00%	
Rev - Capital Campaign - 660	\$20,000.00	\$0.00	\$0.00	\$20,000.00	100.00%	
Rev - Various	\$10,000.00	\$0.00	\$7,864.78	\$2,135.22	21.35%	
Rev - Student Fees/ Supplies	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%	
Rev - Fees / Supplies - 4609	\$1,148.35	\$0.00	\$1,142.25	\$6.10	0.53%	
Rev - Technology Fees	\$0.00	\$0.00	\$771.45	(\$771.45)	0.00%	
Rev - Social Dues	\$770.00	\$0.00	\$770.00	\$0.00	0.00%	
Rev - Arts	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%	
Rev - Loan Proceeds	\$3,850,000.00	\$0.00	\$3,850,000.00	\$0.00	0.00%	
Rev - CFCl Partnership	\$1,250.00	\$0.00	\$748.59	\$501.41	40.11%	
Rev - Fund Balance Appropriate	\$497,500.00	\$0.00	\$0.00	\$497,500.00	100.00%	

Total Local Revenue	\$5,664,013.11	(\$8,966.00)	\$4,821,067.57	\$842,945.54	14.88%
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Federal Revenue

Rev - Title I Basic -050	\$44,860.36	\$33.36	\$44,620.36	\$240.00	0.53%
Rev - IDEA VI-B Handicap - 060	\$55,766.00	\$4,493.34	\$45,376.77	\$10,389.23	18.63%
Rev - Improving Tchr Qual-103	\$8,692.00	\$0.00	\$644.67	\$8,047.33	92.58%
Rev - Student Support - 108	\$13,217.00	\$1,432.00	\$8,606.96	\$4,610.04	34.88%
Rev - Title I ESEA - 115	\$8,152.65	\$0.00	\$8,152.65	\$0.00	0.00%
Rev - IDEA VI-B Spec Needs-118	\$2,500.00	\$135.30	\$1,735.30	\$764.70	30.59%
Total Federal Revenue	\$133,188.01	\$6,094.00	\$109,136.71	\$24,051.30	18.06%

TOTAL REVENUES	\$8,371,292.62	\$218,015.55	\$7,467,109.56	\$904,183.06	10.80%
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EXPENSES

Salaries & Wages

Teacher	\$1,349,774.40	\$114,074.27	\$1,099,309.84	\$250,464.56	18.56%
Teacher - 016	\$1,130.40	\$0.00	\$1,130.40	\$0.00	0.00%
Teacher Assistant	\$93,165.40	\$8,568.95	\$82,196.22	\$10,969.18	11.77%
Substitute	\$40,000.00	\$0.00	\$23,200.00	\$16,800.00	42.00%
EC Teacher	\$151,723.26	\$16,104.00	\$123,551.03	\$28,172.23	18.57%
EC Teacher - 029	\$51,100.00	\$0.00	\$37,989.64	\$13,110.36	25.66%
EC Teacher - 060	\$46,555.56	\$3,690.00	\$36,810.00	\$9,745.56	20.93%
EC Teacher Assistant	\$45,892.83	\$4,260.76	\$35,163.59	\$10,729.24	23.38%
Psychologist	\$30,219.00	\$2,398.34	\$24,267.85	\$5,951.15	19.69%
EC Stipend - 118	\$700.00	\$0.00	\$700.00	\$0.00	0.00%
EC Substitute	\$15,000.00	\$0.00	\$12,190.00	\$2,810.00	18.73%
Remediation Teacher - 050	\$41,451.85	\$33.36	\$41,451.85	\$0.00	0.00%
Principal	\$90,472.20	\$7,180.34	\$74,303.40	\$16,168.80	17.87%
Assistant Principal	\$36,641.84	\$2,709.67	\$27,096.70	\$9,545.14	26.05%
Office Staff	\$52,251.18	\$3,990.08	\$42,718.34	\$9,532.84	18.24%
Guidance	\$67,021.38	\$5,401.16	\$51,027.49	\$15,993.89	23.86%
Information Technology	\$54,869.85	\$4,354.75	\$43,547.50	\$11,322.35	20.63%
Custodian	\$31,933.00	\$3,179.67	\$22,394.89	\$9,538.11	29.87%
Finance Officer	\$102,050.45	\$8,871.28	\$83,696.86	\$18,353.59	17.98%
Bonus Pay	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
Bonus Pay - 048	\$1,000.00	\$0.00	\$1,000.00	\$0.00	0.00%
Total Salaries & Wages	\$2,303,952.60	\$184,816.63	\$1,863,745.60	\$440,207.00	19.11%

Benefits

Social Security & Medicare	\$173,841.24	\$13,258.83	\$131,684.14	\$42,157.10	24.25%
Social Security & Medicare - 016	\$83.90	\$0.00	\$83.90	\$0.00	0.00%
Social Security & Medicare - 050	\$3,168.51	\$0.00	\$3,168.51	\$0.00	0.00%
Social Security & Medicare - 060	\$3,320.40	\$270.98	\$2,720.89	\$599.51	18.06%
Social Security & Medicare - 118	\$51.31	\$0.00	\$51.31	\$0.00	0.00%
State Retirement	\$454,286.90	\$31,421.53	\$308,216.03	\$146,070.87	32.15%
State Retirement - 016	\$213.19	\$0.00	\$213.19	\$0.00	0.00%

State Retirement - 060	\$590.88	\$0.00	\$590.88	\$0.00	0.00%
State Retirement - 118	\$132.02	\$0.00	\$132.02	\$0.00	0.00%
Health Insurance	\$221,242.89	\$15,455.17	\$149,230.03	\$72,012.86	32.55%
Health Insurance - 016	\$100.75	\$0.00	\$100.75	\$0.00	0.00%
Health Insurance - 060	\$5,299.16	\$532.36	\$5,255.00	\$44.16	0.83%
Health Insurance - 118	\$16.67	\$0.00	\$16.67	\$0.00	0.00%
State Unemployment	\$1,500.00	\$327.19	\$426.92	\$1,073.08	71.54%
Other Insurance	\$0.00	\$0.00	\$0.88	(\$0.88)	0.00%
Total Benefits	\$863,847.82	\$61,266.06	\$601,891.12	\$261,956.70	30.32%

Books & Supplies

Instructional Supplies	\$30,000.00	\$301.78	\$19,673.46	\$10,326.54	34.42%
Instructional Supplies - 016	\$14,361.76	\$0.00	\$14,361.76	\$0.00	0.00%
Instructional Supplies - 108	\$5,217.00	\$0.00	\$606.96	\$4,610.04	88.37%
EC Supplies	\$4,000.00	\$259.17	\$3,754.62	\$245.38	6.13%
EC Supplies - 118	\$1,600.00	\$135.30	\$835.30	\$764.70	47.79%
Office Supplies	\$4,000.00	\$754.80	\$3,927.64	\$72.36	1.81%
Social Dues	\$770.00	\$0.00	\$260.29	\$509.71	66.20%
Fundraising Supplies	\$0.00	\$48.00	\$48.00	(\$48.00)	0.00%
Fundraising Supplies - Riptide Runner	\$4,000.00	\$1,631.85	\$2,848.21	\$1,151.79	28.79%
Health Supplies	\$2,500.00	\$64.90	\$372.43	\$2,127.57	85.10%
Security Supplies	\$3,000.00	\$0.00	\$1,293.18	\$1,706.82	56.89%
Membership Dues & Fees	\$1,530.42	\$0.00	\$1,530.42	\$0.00	0.00%
Postage & Shipping	\$1,000.00	\$0.00	\$307.76	\$692.24	69.22%
Sales Tax Expense	\$6,000.00	\$478.62	\$4,536.16	\$1,463.84	24.40%
Unbudgeted Federal Expense - 050	\$240.00	\$0.00	\$0.00	\$240.00	100.00%
Total Books & Supplies	\$78,219.18	\$3,674.42	\$54,356.19	\$23,862.99	30.51%

Contracted Student Services

EC Services	\$19,000.00	\$0.00	\$15,537.50	\$3,462.50	18.22%
Psychological Services	\$535.00	\$0.00	\$535.00	\$0.00	0.00%
Psychological Services - SRO	\$11,200.00	\$0.00	\$0.00	\$11,200.00	100.00%
Speech Services	\$50,000.00	\$3,120.00	\$44,105.00	\$5,895.00	11.79%
Field Trips	\$52,000.00	\$3,120.00	\$27,507.40	\$24,492.60	47.10%
Field Trips - 108	\$8,000.00	\$1,432.00	\$8,000.00	\$0.00	0.00%
Total Contracted Student Services	\$140,735.00	\$7,672.00	\$95,684.90	\$45,050.10	32.01%

Staff Development

Workshop Expenses	\$7,500.00	\$25.00	\$4,573.50	\$2,926.50	39.02%
Workshop Expenses - 103	\$8,692.00	\$0.00	\$644.67	\$8,047.33	92.58%
Workshop Expenses - 115	\$8,152.65	\$0.00	\$8,152.65	\$0.00	0.00%
EC Workshops	\$8,000.00	\$0.00	\$1,654.25	\$6,345.75	79.32%
Total Staff Development	\$32,344.65	\$25.00	\$15,025.07	\$17,319.58	53.55%

Administrative Services

Advertising	\$1,000.00	\$652.40	\$1,332.40	(\$332.40)	-33.24%
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Audit Fees	\$9,555.00	\$0.00	\$9,555.00	\$0.00	0.00%
Bank Fees	\$11,000.00	\$187.80	\$10,193.17	\$806.83	7.33%
Financial Services	\$43,656.00	\$3,611.25	\$36,005.52	\$7,650.48	17.52%
General Administration	\$22,030.31	\$352.95	\$17,527.26	\$4,503.05	20.44%
Human Resources	\$2,000.00	\$60.00	\$1,556.50	\$443.50	22.18%
Legal Services	\$39,621.13	\$2,148.75	\$39,352.97	\$268.16	0.68%
Student Information Services	\$16,320.00	\$1,350.00	\$13,459.98	\$2,860.02	17.52%
Technology Services	\$2,500.00	\$0.00	\$2,064.00	\$436.00	17.44%
Other Tax Payments	\$6,606.24	\$0.00	\$3,614.17	\$2,992.07	45.29%
Bank Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Administrative Services	\$154,288.68	\$8,363.15	\$134,660.97	\$19,627.71	12.72%

Insurances

Workers Compensation	\$7,900.00	\$0.00	\$5,593.74	\$2,306.26	29.19%
General Liability	\$32,500.00	\$5,402.00	\$23,580.00	\$8,920.00	27.45%
Other Insurance & Judgements	\$6,000.00	\$0.00	\$5,942.94	\$57.06	0.95%
Total Insurances	\$46,400.00	\$5,402.00	\$35,116.68	\$11,283.32	24.32%

Rents & Debt Service

Debt Service - Principal - NewBridge	\$2,866,098.59	\$0.00	\$2,866,098.59	\$0.00	0.00%
Debt Service - Interest - NewBridge	\$44,685.94	\$0.00	\$44,685.94	\$0.00	0.00%
Debt Service - Principal - BB&T	\$29,742.51	\$0.00	\$0.00	\$29,742.51	100.00%
Debt Service - Interest - BB&T	\$87,023.69	\$0.00	\$43,793.75	\$43,229.94	49.68%
Building Rent - 621 LLC	\$1,425.00	\$0.00	\$219.36	\$1,205.64	84.61%
Total Rents & Debt Service	\$3,028,975.73	\$0.00	\$2,954,797.64	\$74,178.09	2.45%

Facilities

Building Services	\$31,342.11	\$1,530.00	\$23,196.03	\$8,146.08	25.99%
Building Supplies & Materials	\$7,000.00	\$59.99	\$2,677.85	\$4,322.15	61.75%
Custodial Services	\$62,475.87	\$3,037.05	\$27,144.44	\$35,331.43	56.55%
Custodial Supplies & Materials	\$14,000.00	\$426.67	\$10,430.80	\$3,569.20	25.49%
Miscellaneous Contracts	\$15,000.00	\$0.00	\$3,450.00	\$11,550.00	77.00%
Improvements to Existing Sites	\$705,452.69	\$0.00	\$0.00	\$705,452.69	100.00%
Security Monitoring	\$5,000.00	\$0.00	\$3,254.85	\$1,745.15	34.90%
Total Facilities	\$840,270.67	\$5,053.71	\$70,153.97	\$770,116.70	91.65%

Utilities

Electric	\$42,000.00	\$0.00	\$29,022.75	\$12,977.25	30.90%
Water & Sewer	\$8,000.00	\$1,624.96	\$7,111.58	\$888.42	11.11%
Waste Management	\$4,800.00	\$397.40	\$3,964.46	\$835.54	17.41%
Telephone	\$10,000.00	\$128.53	\$7,099.80	\$2,900.20	29.00%
Total Utilities	\$64,800.00	\$2,150.89	\$47,198.59	\$17,601.41	27.16%

Transportation & Travel

Vehicle Rental & Lease	\$75.00	\$0.00	\$74.80	\$0.20	0.27%
Vehicle Gas & Diesel Fuel	\$7.00	\$0.00	\$6.63	\$0.37	5.29%

Travel Reimbursements	\$350.00	\$0.00	\$323.28	\$26.72	7.63%
Total Transportation & Travel	\$432.00	\$0.00	\$404.71	\$27.29	6.32%
Technology					
Software - Instructional	\$12,000.00	\$0.00	\$10,226.45	\$1,773.55	14.78%
Software - Office	\$4,500.00	\$816.00	\$8,069.00	(\$3,569.00)	-79.31%
Tech Equipment - Instructional	\$3,000.00	\$1,968.49	\$4,667.42	(\$1,667.42)	-55.58%
Tech Equipment - EC	\$900.00	\$0.00	\$37.38	\$862.62	95.85%
Tech Equipment - Office	\$1,000.00	\$0.00	\$15.99	\$984.01	98.40%
Cap Tech Equipment - Instructional	\$3,992.00	\$0.00	\$3,992.00	\$0.00	0.00%
Tech Supplies & Materials	\$3,000.00	\$1,400.24	\$3,114.09	(\$114.09)	-3.80%
Total Technology	\$28,392.00	\$4,184.73	\$30,122.33	(\$1,730.33)	-6.09%
Non-Cap Equipment & Leases					
Equipment - Instructional	\$1,000.00	\$0.00	\$203.17	\$796.83	79.68%
Equipment - EC	\$600.00	\$0.00	\$0.00	\$600.00	100.00%
Equipment - Office	\$25,866.81	\$0.00	\$19,501.69	\$6,365.12	24.61%
Equipment - Safety SRO	\$4,000.00	\$2,396.63	\$2,396.63	\$1,603.37	40.08%
Copiers & Reproduction	\$12,160.00	\$610.95	\$9,117.63	\$3,042.37	25.02%
Total Non-Cap Equipment & Leases	\$43,626.81	\$3,007.58	\$31,219.12	\$12,407.69	28.44%
Cap Equipment & Purchases					
Purchase of Land	\$749,000.00	\$0.00	\$747,500.00	\$1,500.00	0.20%
Total Cap Equipment & Purchases	\$749,000.00	\$0.00	\$747,500.00	\$1,500.00	0.20%
Nutrition & Food					
Nutrition Supplies & Materials	\$250.00	\$39.18	\$151.40	\$98.60	39.44%
Unprepared Food Purchases	\$10,000.00	\$1,118.10	\$6,468.73	\$3,531.27	35.31%
Other Food - Office	\$900.00	\$0.00	\$875.56	\$24.44	2.72%
Total Nutrition & Food	\$11,150.00	\$1,157.28	\$7,495.69	\$3,654.31	32.77%
COVID-19					
Instructional Supplies	\$0.00	\$70.40	\$70.40	(\$70.40)	0.00%
Custodial Services	\$0.00	\$682.50	\$682.50	(\$682.50)	0.00%
Custodial Supplies	\$0.00	\$1,520.83	\$1,520.83	(\$1,520.83)	0.00%
Postage & Shipping	\$0.00	\$154.00	\$154.00	(\$154.00)	0.00%
Total COVID-19	\$0.00	\$2,427.73	\$2,427.73	(\$2,427.73)	0.00%
Capital Campaign 660					
Supplies & Materials	\$150.00	\$0.00	\$0.00	\$150.00	100.00%
Building Rentals/Leases	\$1,100.00	\$0.00	\$0.00	\$1,100.00	100.00%
Total Capital Campaign 660	\$1,250.00	\$0.00	\$0.00	\$1,250.00	100.00%
Pending Documentation					
Pending Expense Documentation	\$0.00	\$483.94	\$677.14	(\$677.14)	0.00%
Total Pending Documentation	\$0.00	\$483.94	\$677.14	(\$677.14)	0.00%

TOTAL EXPENSES	<u>\$8,387,685.14</u>	<u>\$289,685.12</u>	<u>\$6,692,477.45</u>	<u>\$1,695,207.69</u>	<u>20.21%</u>
NET SURPLUS/(DEFICIT)	<u>(\$16,392.52)</u>	<u>(\$71,669.57)</u>	<u>\$774,632.11</u>		

Teacher Report: 5-19-20

Acknowledgments:

- Shared Leadership: more active recently during a critical time for our school.
- Alycia: awesome job finishing the floors. It's so nice not needing to pack/unpack rooms.
- TA's: teachers are thankful for all of the support during remote learning.
- Megan and Sunshine Committee: thanks for the staff morale boosters.
- Lori Roy: thank you for your work in pushing CFCI forward recently and during a difficult time period.

Questions / Concerns:

- Shared Leadership Committee has been working hard on developing a plan for restructuring CFCI that has just recently been brought to the faculty for continued loop discussion and feedback. We appreciate the opportunity for input and are in the midst of problem solving. Adequate time will be necessary to fully explore all possibilities.
- What is the status of the 360 Evaluations for the coming school year?

Suggestions / Ideas:

- Teachers are excited to offer direct input in the crafting of the "Teacher Bill of Rights".
- Hiring Process: the process used for hiring the Business Operations Coordinator was new and effective in hiring a great candidate. This seems like a great time to look at hiring policies in order to provide clarity and consistency in any future hiring situations.

CAPE FEAR CENTER FOR INQUIRY

Committee Name: L3		Date: 4/21/20	
Recorder: Kim McCormick		Present:	
Agenda Item #	Discussion Item	Discussion Notes:	Action Items:
1.	Remainder of PD 2019-20	<p>Wrap up of: Writing Technology All In-house/Out of house PD Accounted for</p> <p>HUGE THANK YOU to Lisa Cole and Cathi Mintz for being instrumental in the vision, planning, prep and implementation of our writing PD this year. Thank you as well to Chuck Jurich, our committee member and board chair and UNCW professor!!! We just could not have done it without you!</p>	<p>We will plan a wrap up, next steps, celebration before the end of the year. Lisa, Cathi, Kim will meet to figure out what makes sense. TECHNOLOGY PD that needs to happen next year will be "as needed". Seek input through INPUT GRID.</p>
2.	Inquiry Conference	<p>Ad Hoc of Shared Leadership moving forward - Thoughts?</p> <p>Shared Leadership made recommendation to move the organization of Conference into SL. It involves ALL teachers - so want to insure all teachers participate.</p>	
3.	Curriculum STEAM Nigh	<p>Schedule for next year!</p> <p>Let's think about this beinig something fun to do with students in August or sometime at the beginning of the year for fun activity to interact with Teachers/families.</p>	
4.	PD survey for 2020-21	<p>ext Year PD - Staff input, alignment to Strategic Plan - Data regarding needs including faculty meetings and full/half days for the calendar</p> <p>2019-2020 Two Full Days; Five Half Days</p> <p>2020-2021 Four Full Days; 1 Half Day</p>	<p>Input</p> <p>eps will go back to loops to fill or refill grids on PD chart. Thoughts include mental health. SEL, differentiation.</p> <p>m Mc will send a PD feedback form to faculty</p>

		3 loop reps results regarding PD needs for next year. needs for PD Wednesdays?	seeking input regarding this years PD.
5.	Other		-Remind Staff Embed link to PD form into faculty meeting Announcements (lots of Digital Liiteracy CEU's) - Kim will call state re: clarifiation for renewal dates and report to faculty
		Ideas include coming back to this years teachers for a couple of days to wrap up the old year and say good-byes - final celebrations and then head into the new classrooms (for those moving to new loops).	Talk to loops about ideas. Kim will bring to Shared Leadership along with ideas to create a task force out of SL regarding back to school for students. Also, maybe plan this year during transition meetings for catching kids up, whole school mental health and SEL. for kids and staff. Be prepared for needs that crop-up.