

Cape Fear Center for Inquiry
2525 Wonder Way, Wilmington, NC 28401

Board of Directors Agenda

July 26, 2022

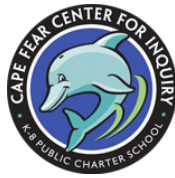
6:00pm (via zoom)

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.

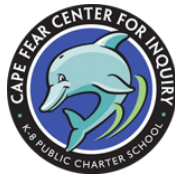
Roll Call:

x	Stephen Hill - V - Chair - parent		Dana Stachowiak - V - Vice Chair - community	x	Neil Firth - V - Treasurer - parent	x	Evie Nicklas - V - Secretary - parent
	Amie Sloane - V- parent	x	Missy Ritchie - V - community	x	Joshua Davis - V - parent	x	Steve Exum - NV - Partnership
x	Susan Graziano - NV - ex-officio	x	Kim McCormick - NV - ex-officio	x	Cathi Mintz - NV - Founder's		
	Joanne Brinkley - NV - Teacher	x	Carla Bromstead - NV - Teacher	x	Nancy Kachadurian - NV - Teacher		OPEN - NV - Faculty/Staff

Time	Item	Subject	Chair/Presenter	Note: Information, Discussion, and/or Action
		Opening Items:		Information/Discussion/Action Vote:
1		Call to Order	Stephen Hill, Chair	Vote to call meeting to order: Motion: Neil Firth Second: Missy Ritchie Vote: All in favor
5	A B	Approval of Minutes: June 21, 2022 Regular Meeting June 28, 2022 Special Called	Stephen Hill, Chair	Vote to approve minutes: Motion:Neil Firth Second:Josh Davis Vote:All approved
		Visiting Parent or Community Member	TBD	None
		Visiting Faculty*	TBD	None
		Director of Operations Report	Susan Graziano	
25	C & E	1. Organizational Structure for 2022-23 <ul style="list-style-type: none"> a. Co-directors: Graziano -Director of Operations McCormick - Director of Education b. Coordinator shifts 	2. Susan and Kim working with Acadia to review/revise 22-23 budget. Audit of 21-22 is happening now. 1-3. Closed session to	1. Susan and Kim discussed details of co-directorship and discussed role of coordinators and commitment to shared leadership model. Susan and Kim shared new organizational chart. 2.Susan shared budget and financial updates. 3. Vote to go into closed session to discuss personnel/contracts Motion:Neil Firth Second: Josh Davis Vote: All in favor Vote to go out of closed session



	D E	<p>c. Faculty/staff letter/feedback</p> <p>d. Family letter</p> <p>2. Finance</p> <p>a. FY22 Budget closeout-audit</p> <p>b. FY23 Budget</p> <p>c. Facility update and budget</p> <p>3. Human Resources Board Report</p> <p>New Hire Report</p>	<p>discuss: Personnel/Contracts</p>	<p>Motion: Missy Ritchie</p> <p>Second: Neil Firth</p> <p>All in favor to go out of closed session</p> <p>Vote to approve contracts:</p> <p>Motion:Neil Firth</p> <p>Second:Josh Davis</p> <p>Vote:All in favor</p>
		Director of Education Report	Kim McCormick	
15	F	<ul style="list-style-type: none"> ● Enrollment ● Opening Days - Recommitment to Mission/Vision ● Professional Development Inquiry/Responsive Classroom ● Partnership and families ● Invitation to Visit 		<p>1.Kim shared updated COVID guidance.</p> <p>2. Kim shared enrollment update. Evie asked about number of children who had left the school. Kim agreed to look into this and get back to the Board with update.</p> <p>3. Kim discussed partnership with Heidi Mills/ Learning for Real. PD in Inquiry for teacher.</p> <p>4. Kim shared initiatives and communication with the Partnership including plans for a shared calendar.</p> <p>5. Kim shared plan to launch Parent Collaborative Network.</p> <p>6.Kim invited board members to visit the school. Missed asked about policy of visitors coming into the school regarding COVID times and Kim shared that policies would be similar to those pre-COVID.</p>
		Executive Committee	Stephen Hill	Information/Discussion/Action Vote:
15		<ul style="list-style-type: none"> ● Board Training - August 9th from 1-4:30pm ● Strategic Planning (3 years) ● Financial Health Plan (3 years) ● Response Time for Lottery Enrollment - Request to change from 5 days to 48 hours response time 		<p>1. Susan described Board training on August 9, 2022. Kim shared that there will be a recording of the training.</p> <p>2. Kim shared request to changed timeline for new students from waitlist to accept enrollment from current 5 days to 48 hours (which was previous policy). Neil asked about process for informing students that they have been accepted. Neil discussed possibility of phone call in addition to email.</p> <p>Vote on Changing Response time for lottery enrollment from 5 days to 48 hour</p> <p>Motion: Neil</p> <p>Second:Missy</p>



				<p>Vote: All in favor</p> <p>3. Evie agreed to be secretary and expressed desire for training regarding minutes. Discussed that this would be offered at Board training.</p> <p>4. Kim shared proposal for in-person Board meetings. Steven Exum asked about possible zoom link/hybrid meeting and Kim shared that she and Susan would discuss and get back to Board with plan.</p> <p>5. Discussed clarification of meeting schedule. Executive Board: August 2nd; Board Training: August 9th; August 16th- Board meeting- Kim will get back to Board on whether this will be in-person or by zoom.</p>
		<i>Other Announcements and/or Upcoming events:</i>	Stephen Hill	Information/Discussion/Action Vote:
	G H	Board Members Board Meeting Schedules		
			Stephen Hill	Information/Discussion/Action Vote:
				<p>Vote to adjourn</p> <p>Motion: Neil Firth</p> <p>Second: Missy Ritchie</p> <p>Vote: All in favor</p>

Board Agenda Requests: If you would like to request that an item be added to the Board agenda, please e-mail the Board Secretary, Evie Nicklas at: enicklas@cfc.net with "CFCI Board Agenda" in subject line, or place the request in her 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 that 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.