



Cape Fear Center for Inquiry
 2525 Wonder Way, Wilmington, NC 28401
Board of Directors Meeting Minutes
 October 18, 2022 at 6:00pm

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

Time	Item Letter	Subject	Chair/Presenter	Note: Information, Discussion, and/or Action
		Opening Items:		Information/Discussion/Action Vote:
1		Call to Order	Dana Stachowiak , Vice Chair	
5	A	Approval of Minutes: 9.20.22 BoD meeting	Dana Stachowiak	Vote to approve minutes: Motion: Josh Davis Second: Amie Sloane Vote: Approved
2		Visiting Parent or Community Member*	TBD	None
2		Visiting Faculty*	TBD	None
		Director of Operations Report	Susan Graziano	
20	B	1. Policies <ol style="list-style-type: none"> a. Anaphylaxis and Epinephrine Policy b. Concussions and Return to Learn Policy c. Individual Diabetes Care Plans and Diabetes Education 2. Finance 3. Facility update 4. Human Resources Update		No comments on policies. Budget discussed. Down payment was put down on the playground. Still working on filling science teacher vacancy. Discussed school safety incident on Friday September 23 2022. Discussed challenges with communication with staff regarding details of incident, communication with families, communication with Alphabest. Discussed that there are regular drills, leadership moved front desk, and changing security cameras. Discussed that school

				communicated with law enforcement and debriefed and determined that overall response was appropriate and the kids/staff were safe which is most important.
		Director of Education Report	Kim McCormick	
15	C	<ol style="list-style-type: none"> 1. Enrollment 2. Science Teacher 3. Field Experiences 4. Partnership 5. PCN 		<p>Interview with prospective science teacher this week. There is currently a substitute and the middle grades team is helping the substitute/students. Kim is researching a standardized science curriculum that is inquiry-driven and meets state standards.</p> <p>Board praised Kim and team for weekly newsletter and noted importance for community building.</p> <p>Board praised partnership efforts.</p>
		Executive Committee	Dana Stachowiak	Information/Discussion/Action Vote:
10	D E	<ul style="list-style-type: none"> • Strategic Planning Reminder 10/26/22 • Committees <ul style="list-style-type: none"> ○ Instructional Technology ○ Lifelong Learning Development ○ PPRC ○ Finance 		Encouraged Board members to attend Strategic planning session. Discussed plans to include students, faculty and staff.
		<i>Other Announcements and/or Upcoming events:</i>	Dana Stachowiak	Information/Discussion/Action Vote:
				None
		<i>Adjournment</i>	Dana Stachowiak	Information/Discussion/Action Vote:
6:52pm				Vote to adjourn: Motion: Josh Second: Amie Vote: Approved

Public Comments: The CFCI Board of Directors welcomes individuals from the CFCI community to speak at its meetings. Please be aware of the following:

1. Each speaker is limited to two minutes.
2. Public comment may be oral or submitted in written form to be read by the Chair.
3. All public comment should be factual and should not include personally identifiable information of students or personnel in order to maintain confidentiality. Speakers should avoid using names of students or staff and maintain confidentiality and privacy standards.

4. All public comments will be taken under advisement by the Board, but will not elicit an immediate written or spoken response.

If you would like to sign up to speak at a monthly board meeting, please fill out the [form here](#):
Please know that you are also welcome to send a letter to the board. Please send to enicklas@cfc.net. The letter may, or may not be read at the next Board meeting, dependent upon time. It will be disseminated to all Board members in a timely manner.

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.

G H	Board Members Board Meeting Schedules
--------	--