



**Cape Fear Center for Inquiry**  
 2525 Wonder Way, Wilmington, NC 28401  
**Board of Directors Agenda**  
 January 17, 2023 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.*

(X)= Present							
X	Stephen Hill - V - Chair - parent	X	Dana Stachowiak - V - Vice Chair - community		Neil Firth - V - Treasurer - parent	X	Evie Nicklas - V - Secretary - parent
X	Amie Sloane - V - parent		Missy Ritchie - V - community		Joshua Davis - V - parent		
X	Susan Graziano - NV - ex-officio	X	Kim McCormick - NV - ex-officio	X	Cathi Mintz - NV - Founder's		Steve Exum - NV - Partnership
X	Joanne Brinkley - NV - Teacher	X	Carla Bromstead - NV - Teacher	X	Nancy Kachadurian - NV - Teacher		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	Stephen Hill	
5	<b>A</b>	Approval of Minutes: 12/13/2022 BoD meeting	Stephen Hill	<b>Motion approve minutes:</b> Second: Vote:
2		Visiting Parent or Community Member*	TBD	None
2		Visiting Faculty*	TBD	None
		Director of Operations Report	Susan Graziano	
15	<b>B</b>	1. Budget Presentation - Robin Millette: <a href="#">December Budget Update</a> 2. Endowment Grant Activity Bus Purchase 3. January Facilities Report 4. Human Resources Report <i>Closed Session to discuss personnel matters</i>		Discussed purchase of bus. Cost is more than was initially budgeted. Discussed using fundraising and use or surplus funds. Discussed frequency of field trips- estimated weekly (at least one class per grade level doing field trips).  Motion to Approve Purchase: Missy Ritchie 2nd: Amie Sloane All were in favor and motion passed.

				<p><b>Motion to go into closed session to discuss personnel matters:</b> Missy Ritchie  Second: Dana Stachowiak  Vote: All in favor</p> <p>Motion to Approve Human Resources Report: Dana Stachowiak  Second: Missy Ritchie  Vote: All in Favor</p>
		Director of Education Report	Kim McCormick	
15	<b>B</b>	<ol style="list-style-type: none"> <li>1. Current Enrollment</li> <li>2. Lottery Update</li> <li>3. Mid Year Benchmark Testing</li> <li>4. Professional Development this Month:  Heidi Mills  Visit to UNCW - CE-STEM</li> <li>5. Community Update</li> <li>6. Partnership</li> <li>7. PCN</li> <li>8. Auction for Inquiry</li> </ol>		<p>Enrollment is maintaining steady. Number of lottery applicants was shared. First parent interest session was held and more are planned. Partnership gave a report regarding upcoming events and fundraising.</p> <p>Motion to Approve the PCN representatives for 2022-23:  Amie Sloane  Second: Missy Ritchie  Vote: All in Favor</p>
		Executive Committee	Stephen Hill	Information/Discussion/Action Vote:
10		<u>Committees</u> <ul style="list-style-type: none"> <li>o <a href="#">Instructional Technology</a></li> <li>o <a href="#">Lifelong Learning</a></li> <li>o <a href="#">Development</a></li> <li>o <a href="#">PPRC</a></li> <li>o Finance</li> </ul>		
		<i>Other Announcements and/or Upcoming events:</i>	Stephen Hill	Information/Discussion/Action Vote:
		<i>Adjournment</i>	Stephen Hill	Information/Discussion/Action Vote:
				Vote to adjourn: Motion: Amie Sloane Second: Dana Vote: All in favor

**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](mailto: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](mailto: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.

<a href="#">H</a>	Board Members
<a href="#">I</a>	Board Meeting Schedules