



**Cape Fear Center for Inquiry**  
 2525 Wonder Way, Wilmington, NC 28401  
**Board of Directors Minutes**  
 February 21, 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	<b>Stephen Hill - V - Chair - parent</b>		<b>Dana Stachowiak - V - Vice Chair - community</b>	<b>Neil Firth - V - Treasurer - parent</b> x	<b>Evie Nicklas - V - Secretary - parent</b>
x	<b>Amie Sloane - V- parent</b>	x	<b>Missy Ritchie - V - community</b> x	<b>Joshua Davis - V - parent</b>	
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 x	Patrick Donley - 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	Meeting called to order
5	<a href="#">A</a>	Approval of Minutes: 1/17/2023 BoD meeting Stephen Hill	<b>Motion approve minutes: Josh Davis</b> Second: Amy Sloane Vote: Approved
2		Visiting Parent or Community Member* TBD	N/A
2		Visiting Faculty* TBD	N/A
5-10		Student Presentation Grade 2 Ms. Sharpe's Class	Excellent presentation on American's with Grit

15	<b>B</b>	Director of Operations Report Susan Graziano <ol style="list-style-type: none"> <li>1. Patrick Donley - New Teacher Board Member</li> <li>2. January Budget Presentation</li> <li>3. February Facilities Report</li> <li>4. Policy Update</li> <li>5. Human Resources Report</li> </ol> <i>Closed Session to discuss personnel matters</i>	<b>Motion to go into closed session to discuss personnel matters: Missy Ritchie</b> Second: Amy Sloane Vote: Approved  Motion to Approve Human Resources Report: Josh Davis Second: Amie Sloane Vote: Approved
		Director of Education Report Kim McCormick	

15	<b>C</b>	<ol style="list-style-type: none"> <li>1. 2023-24 Calendar</li> <li>2. Current Enrollment</li> <li>3. Lottery Update</li> <li>4. Professional Development this Month: Heidi Mills</li> <li>5. Community Update</li> <li>6. Partnership</li> <li>7. PCN</li> <li>8. Auction for Inquiry</li> </ol>  Executive Committee Stephen Hill	Calendar was presented.  Motion to Approve 23-24 School Calendar: Amie Sloane Second: Josh Davis Vote: Approved  Current enrollment numbers presented. Lottery was successful. New families tours being set up. Lottery numbers presented.  Update to professional development - shifted to focus on de escalation.  Partnership Update - presented various projects and fundraising efforts of the Partnership.  PCN - We will be working on a family climate survey and distributing in April.  Information/Discussion/Action Vote:
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10		<p>1. Feedback on Organizational Structure - now and moving forward</p> <p>2. <a href="#">Committees</a></p> <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 <a href="#">Finance</a></li> </ul> <p>3. Board Member Positions for 23-24 School Year</p>	Board Teachers	The board teachers presented feedback on leadership structure. They feel that we should continue with the current structure and have reflected on what tweaks need to take place.
		<p><i>Other Announcements and/or Upcoming events:</i></p>	Stephen Hill	Information/Discussion/Action Vote:
		<p><i>Adjournment</i></p>	Stephen Hill	Information/Discussion/Action Vote:

**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.

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