



**Cape Fear Center for Inquiry**  
 2525 Wonder Way, Wilmington, NC 28401  
**Board of Directors Minutes**  
 April 18, 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		Dana Stachowiak - V - Vice Chair - community		Neil Firth - V - Treasurer - parent		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		Cathi Mintz - NV - Founder's		Steve Exum - NV - Partnership
	Joanne Brinkley - NV - Teacher		Carla Bromstead - NV - Teacher		Nancy Kachadurian - NV - Teacher		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	Dana Stachowiak	Meeting called to order
5	<b>A</b>	Approval of Minutes: 3/21/2023 BoD meeting	Dana Stachowiak	<b>Motion approve minutes: Neil Firth</b> Second: Missy Ritchie Vote: All in favor
2		Visiting Parent or Community Member*	TBD	
2		Visiting Faculty*	TBD	
5-10		Student Presentation Dinosaur Research Projects	Ms. Shannon's 1st Grade Class	Ms. Shannon introduced her class to the Board. Three first grade students presented.
		Director of Operations Report	Susan Graziano	
15	<b>B</b>	1. Budget Update 2. April Facilities Report 3. Human Resources Report		Susan reported some additional funds from DHHS and this will cover custodian contract and a behavior intervention aide.  Discussed an additional teacher supplement which would be paid out in May paycheck for qualified staff. Amount from the state will be split into 33 equal checks for qualified staff.

				<p>Motion to Approve teacher supplement: Neil Firth 2nd: Amie Sloane All Approved</p> <p>Motion to enter to closed session for personnel matters: Neil Firth 2nd: Amie Sloane All Approved</p> <p>Motion to approve the HR report: Evie Nicklas 2nd: Neil Firth All Approved</p>
		Director of Education Report	Kim McCormick	
15	<u>B</u>	<ol style="list-style-type: none"> <li>1. Current Enrollment</li> <li>2. Lottery Update</li> <li>3. Professional Development this Month: Heidi Mills + CPI</li> <li>4. Community Update</li> <li>5. Partnership</li> <li>6. PCN</li> <li>7. Auction for Inquiry</li> </ol>		Kim presented per report.
		Executive Committee	Dana Stachowiak	Information/Discussion/Action Vote:
10		<ol style="list-style-type: none"> <li>1. <u>Committees</u> <ul style="list-style-type: none"> <li>o <u>Instructional Technology</u></li> <li>o <u>Lifelong Learning</u></li> <li>o <u>Development</u></li> <li>o <u>PPRC</u></li> <li>o <u>Finance</u></li> </ul> </li> <li>2. Board Member Positions for 23-24 School Year</li> </ol>		Motion to nominate Amie for vice-chair: Evie Nicklas Second: Neil Firth All in favor
		<i>Other Announcements and/or Upcoming events:</i>	Dana Stachowiak	Information/Discussion/Action Vote:
		<i>Adjournment</i>	Dana Stachowiak	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.
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