



Cape Fear Center for Inquiry

2525 Wonder Way, Wilmington, NC 28401

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.

Board of Directors Agenda

May 20, 2025 at 6:00 p.m.

X	Dana Stachowiak - V - Chair - community	X	Amie Sloane - V - Vice-Chair - parent	X	Neil Firth - V - Treasurer - parent	X	Evie Nicklas - V - parent
X	Missy Ritchie - V - community	X	Joshua Davis - V - parent	X	Will Wilkinson - V - Secretary - parent		
X	- Mia Green - NV - ex-officio		Shannon Shanks - NV - Teacher Board Member	X	Jeremy Mortensen - NV - ex-officio	X	Renee Hope - NV - Partnership

(X)= Present

Time	Item Letter	Subject	Chair/Presenter	Note: Information, Discussion, and/or Action
		Opening Items:	Dana Stachowiak	Information/Discussion/Action Vote:
1		Call to Order	Dana Stachowiak	
5	A	Approval of 4.22.25 Meeting Minutes	Dana Stachowiak	Motion to Approve April Minutes: EN 2nd: AS Vote: Aye
5	B	Public Comment Session	Dana Stachowiak	WW reads letter from parent, Beth Forbes.
10	C	Financial Update 2026 Draft Budget	Mia Green	<p>MG: Discusses joy of working on budget; budget showing surplus but it not yet reconciled (~\$500). In the midst of a banking transition (Truist -> BBT), which may explain the discrepancy.</p> <p>We now have local funds (NHC).</p> <p>Zach Donahue, CPA: presents. Looking at a \$200K county check in July; should result in \$100K+ surplus.</p> <p>EN: Explain please?</p> <p>ZD: We will receive more checks from NHC this year (we thought 9 mos, actually 12 mos.).</p> <p>NF: We minimized expenses to help deficit.</p> <p>ZD: No major changes expected after April reconciliation; will let board know if there are.</p> <p>ZD: Fiscal '26 Budget presented.</p> <p>WW: Why decrease in salary allocation?</p> <p>ZD: Based on current staff salaries + 2% increase.</p> <p>RH: Will this budget recover cuts made this year?</p> <p>BR: We made no cuts; just making more conservative calls on purchases.</p> <p>ZD: Unknown factors: enrollment, final state budget.</p> <p>We'll revisit this 3-4 moths into the year and make adjustments as needed.</p> <p>EN: What are we doing with the surplus this year?</p>

				<p>ZD: In accounts to strengthen bottom line/sustainability. A 3% surplus is significant. MG: this may make it possible for us to add staff when needed. NG: This is good for bigger future plans (facilities/building). ZD: And we need to attend to federal decreases. NF: Mia, Ben, and staff are good stewards.</p> <p>Motion to Approve 2026 Budget: EN 2nd: AS Vote: Aye</p>
30	D	Co-Director's Report Director of Education: Jeremy Mortensen	Jeremy Mortensen Mia Green	<p>MG: Introduces EOY Facilities Report. BR: Reviews EOY facilities report. Developing a basic classroom furnishings package. Reviews technology update plan; including new technology for EC department (for the first time). Also developing a basic tech package for each classroom. MG: Should we do a Facilities Structural Engineer Inspection? AS: Previous director looked at parts of building (eg the roof), but not the building as a whole. I think we need to know this. This building wasn't built to last forever. MG: Agree. It would be good to know. EN: What does Josh think? JD: I thought we did this? BR: We had the building assessed, but not this level of detail. Roof and HVAC assessed regularly. JD: Are there areas of concern? BR: Just overall; AS is right - This building wasn't built to last. There are many questions about how much to invest or save for a future build or move? JD: This kind of report would be helpful for planning and possibly getting grants.</p> <p>Motion to Approve a Budget Item for Structural Engineer Inspection: EN 2nd: NF Vote: Aye</p> <p>MG: Reviews attendance policy problem.</p> <p>Motion to Approve Attendance Policy Update: WW 2nd: AS Vote: Aye</p> <p>MG: Reviews goal to extend lottery date enrollment.</p> <p>Motion to Approve Lottery Policy Update: EN 2nd: WW Vote: Aye</p> <p>MG: Reviews Employee Handbook policy update. Asking the board to review policies. DS: We will do this at the summer retreat. JM: Also Student handbook changes coming.</p> <p>JM: tentative dates for field trips for next year proposed.</p> <p>Motion to Approve DC Field Trip: EN 2nd: AS Vote: Aye</p> <p>JM: Provides lottery update.</p>

				Provides Testing updates. RH: When did math curriculum change? JM: This year. EN: Do we have a standardized Science curriculum? JM: We're looking into that. This will help new teaching staff. JM: Reviews end of year celebrations.
15	E	Closed Session: Human Resources Report	Jeremy Mortensen / Mia Green	Motion to go into closed session pursuant to § 143-318.11.a.1 - To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes: EN 2nd: AS Vote: Aye Motion to come out of closed session: NL 2nd: AS Vote: Aye
		<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

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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 wwilkinson@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: wwilkinson@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.

[Board Members 24-25](#)
[Board Meeting Schedule 24-25](#)
[Board Committees Meeting Schedule 24-25](#)

