



Minutes

**Board of Directors
Communities In Schools of Robeson County
January 18, 2017
PO Box 706
Lumberton, NC 28359
7:30 a.m.**

Members

***Denotes members present**

* Janet Blue	Amanda Hunt	*Denise Fann/Tina Barnes-Dawson
* Linda Branch	*Cammie Hunt	* Bill Smith
*Jeanette Evans	*Herman Locklear	*Angela Sumner
*Lori Dove	Oryan Lowry	*Carolyn Floyd-Robinson
*Herbert Lowry, Jr.	* Abe Marshall	Kim Woods
*Eva Patterson- Heath	*Dr. Desiree Walker	* James E. Mitchell
Gary Strickland		

Staff Present

Connie Britt-Office Finance Manager, Dencie Lambdin-Executive Director; Beth Terranova- Special Project Coordinator, Billy Haggans, Principal CIS Academy

Agenda Item I – Call to order and Invocation

Lori Dove called the meeting to order in open session, Abe Marshall gave the invocation

Agenda Item II – Minutes

The November minutes were presented to the board for approval by Carolyn Floyd Robinson. Angela Sumner made a motion to approve the minutes. Cammie Hunt seconded the motion; all were in favor and the motion carried.

Agenda Item III – Finance

Abe Marshall presented the CIS of Robeson County December Financials to the board for approval. Carolyn Floyd Robinson made a motion to approve the financials. Jeanette Evans seconded the motion; all were in favor and the motion carried. The Academy December Financials were then presented to the board for approval. Jeanette Evans made a motion to approve the financials, Linda Branch seconded the motion; the motion carried. The CIS Treasurer's Report was then presented to the board, Jeanette Evans made a motion to approve, and Eva Patterson-Heath seconded the motion, the motion carried.

Agenda Item IV – Resource Development

Cammie Hunt reported on the current plans for our fundraising event on Thursday, March 9, 2017 at the home of Nancy and James Martin. The Chancellor from UNC-P was asked to be the guest, but had to decline due to an out of town commitment. There was conversation concerning finding a replacement at such a late date. Hurricane Matthew brought challenges that local organizations and entities stepped in to meet with volunteers, funding and help. The idea to "Celebrate Hurricane Heroes" at our event was brought forward. The Resource Development Committee will meet next week to discuss this and decide how and who will be included.

Invitations are in process, sponsors are being visited, raffle tickets were distributed at the meeting with a minimum of 5 for all board members to purchase or sell. Members were asked to sign up for a time during the March 4th Rumba on the Lumber to sell additional invitation and raffle tickets.

Agenda Item V – CIS Academy Report

Billy Haggans gave the CIS Academy Report. The current enrollment at the Academy is 113 students. The current attendance rate is 95.6%. Hawk Hurst came to the school in December and made Native American flutes with all of the students. Jef, the Mime, also came to teach mime techniques to the students. The Christmas program was held at the Academy on December 21st. The Charter School Renewal materials have been submitted and, with no findings, we are looking to have a 10 year renewal. The 20th anniversary of CIS Academy will be celebrated in the fall of 2017. Dencie reported that Academy staff and board will work together to plan a celebration for next school year.

Agenda Item V – Executive Director Report

Dencie reported that the Robeson Community Foundation provided \$5,000 for storm relief which has been earmarked to add more children to BakPak Pals at West Lumberton, Carroll Middle and W. H. Knuckles. An additional \$2,500 from State Farm Insurance that was given to CISNC for local affiliates will be used to provide a funn-day for students currently still living at local motels. Dr. Eric Hall visited last week to attend a meeting with Associate Superintendents Wooten, Locklear and Younce and Dencie to discuss the changing landscape of education and the potential impact that could have for local affiliates. Dencie reported that 12 Campbell Soup employees worked together to pack a month of BakPak Pals for Townsend Middle School as well as presented a check for \$500. New board members will meet on Thursday, January 26 to visit CIS Academy.

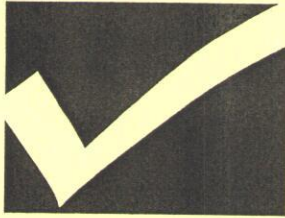
Respectfully Submitted,



Connie Britt
Office Finance Manager



Carolyn Floyd Robinson
Board Secretary



CIS BOARD MEETING

1/18/2017

7:30 a.m.

TWO HAWK EMPLOYMENT

118 W. 5TH STREET

LUMBERTON, NC 28360

----- Agenda Topics -----

CALL TO ORDER & INVOCATION	L. DOVE	5
MINUTES	C.FLOYD-ROBINSON	5
FINANCE COMMITTEE	A. MARSHALL	10
RESOURCE DEVELOPMENT	C. HUNT	10
CIS ACADEMY	B. HAGGANS	10
EXECUTIVE DIRECTOR	D. LAMBDIN	10
ADJOURNMENT	L. DOVE	5

Other Information

CIS OF ROBESON COUNTY

TREASURER'S REPORT

January 15, 2017

\$ 31,065.89
3,590.00
\$34,655.89

CIS CASH ON HAND
DUE FROM JCPC FOR JAN
AVAILABLE FOR CIS OPERATIONS

\$35,707.21 at Lumbee Guaranty Bank - (CIS)

\$184,985.36
15,855.62
15,921.75
\$216,762.73

ACADEMY CASH ON HAND
DUE FROM DPI FOR PRC 050 EXEPENSES
DUE FROM PSRC - LOCAL ALLOCATION (OCT, NOV & DEC)
AVAILABLE FOR ACADEMY OPERATIONS

\$75,118.06 at BB&T BANK (ACAD)

Minutes

**Board of Directors
Communities In Schools of Robeson County
November 16, 2016
PO Box 706
Lumberton, NC 28359
7:30 a.m.**

Members

***Denotes members present**

Janet Blue	*Amanda Hunt	*Denise Fann/Tina Barnes-Dawson
* Linda Branch	*Cammie Hunt	* Bill Smith
*Jeanette Evans	Herman Locklear	*Angela Sumner
*Lori Dove	*Oryan Lowry	*Carolyn Floyd-Robinson
Herbert Lowry, Jr.	Abe Marshall	Kim Woods
*Eva Patterson- Heath	*Dr. Desiree Walker	James E. Mitchell
Gary Strickland		

Staff Present

Connie Britt-Office Finance Manager, Dencie Lambdin-Executive Director; Beth Terranova- Special Project Coordinator

Guest Present

Buddy McLean, S. Preston Douglas and Rhonda Williamson with WBTW.

Agenda Item I – Call to order and Invocation

Lori Dove called the meeting to order in open session, Lori Dove gave the invocation

Agenda Item II – Minutes

The October Executive minutes were presented to the board for approval by Lori Dove. Cammie Hunt made a motion to approve the minutes. Oryan Lowry seconded the motion; all were in favor and the motion carried.

Agenda Item III – Finance

Oryan Lowry presented the CIS of Robeson County October Financials to the board for approval. Carolyn Floyd-Robinson made a motion to approve the financials. Linda Branch seconded the motion; all were in favor and the motion carried. The Academy October financials were then presented to the board for approval. Angela Sumner made a motion to approve the financials, Linda Branch seconded the motion; the motion carried. The CIS Treasurer's Report was then presented to the board, Angela Sumner a motion to approve, and Carolyn Floyd-Robinson seconded the motion, the motion carried. The State and Federal budget revisions for CIS Academy were then presented and Angela Sumner made a motion to approve the budget revisions, Jeanette Evan seconded the motion; the motion carried.

Agenda Item IV – Facebook

Rhonda Williamson from WBTW came and discussed the advantages of using Facebook. There is a place on Facebook for Nonprofits. She suggested that we put a picture or something up every day for everyone to go and “like” it so that it then goes to all their friends. We could put up a Student of the Month or an Employee of the month. The main thing is to share and view every day.

Agenda Item V – CIS Academy Report

Dencie Lambdin gave the CIS Academy Report. The current Enrollment at the CIS Academy is 114 students. The repairs to the building after Hurricane Matthew continue, we are almost completely restored. The School report card was released on November 14th. We are now connected with NCREN. There was an educational trip to Fort Caswell trip on November 11th.

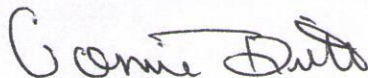
Agenda Item VI – Buddy McLean –Auditor

Buddy McLean with S. Preston Douglas presented the CIS of Robeson County Audit Report, which includes the CIS Academy, to the Board for Approval. He explained there are three separate opinions in the report that include 1) Internal Controls, 2) Compliance with state standards and 3) Financial statements. He stated that there were no findings in any report. Jeanette Evans made a motion to approve the CIS of Robeson County Audit and the CIS Academy Audit Report, Linda Branch seconded the motion; the motion carried. He also reported that he would be forwarding the 990 to Connie so that it could be viewed by the Board before submitting to the state. Mr. McLean stated that it was a pleasure to perform our audit. He also applauded the stewardship of the board and staff, the excellent fund balance and commended all for the timely spending of Academy funds within the fiscal year.

Agenda Item VII – Executive Director Report

Dencie Lambdin reported that Needs Assessments and School Support Plans are in place for Townsend Middle, Prospect, Red Springs Middle, Pembroke Middle, Parkton and CIS Academy, all CIS Model schools. After school programming has been reinstated at four schools following the hurricane. JCPC local program monitoring will take place at Red Springs Middle today. Dencie asked that all respond to “Shine the Light,” a BBandT initiative to promote outstanding non-profit organizations. She will e-mail the link to all. Being no further business, the meeting was adjourned.

Respectfully Submitted,



Connie Britt
Office Finance Manager

Carolyn Floyd Robinson
Board Secretary

CIS OF ROBESON COUNTY
FINANCIAL REPORT
DECEMBER 2016

	ACCOUNT	EXPENSES	BUDGET	DEC	TO DATE	DIFFERENCE
1	5000	PAYROLL EXPENSES	193,207.00	11,402.70	94,982.06	98,224.94
2	5100	BENEFITS	20,520.00	4,650.29	11,989.79	8,530.21
3	5132	RENT	6,000.00	500.00	3,000.00	3,000.00
4	5562	TELEPHONE	4,655.00	390.86	2,107.65	2,547.35
5	6202	POSTAGE	225.00	0.00	0.00	225.00
6	6650	EQUIPMENT EXPENSES	250.00	0.00	0.00	250.00
7	6700/6800	PRINTING/DUES	750.00	0.00	0.00	750.00
8	6913	MEALS	500.00	0.00	61.40	438.60
9	6915	MILEAGE	3,200.00	101.46	817.13	2,382.87
10	7000	STAFF DEVELOPMENT	1,000.00	0.00	1,370.00	-370.00
11	7100	SUPPLIES	4,700.00	108.34	2,828.87	1,871.13
12	7300	PROFESSIONAL FEES	2,975.00	0.00	0.00	2,975.00
13	7400	COMPANY INSURANCES	5,887.00	0.00	864.00	5,023.00
14	7500	STUDENT/VOL RECOGN	2,000.00	0.00	0.00	2,000.00
15	8800	FUND RAISING EXPENS	5,143.00	0.00	0.00	5,143.00
16	8901/8904	MISCELLANEOUS/ADVERT	2,750.00	1,080.11	2,156.59	593.41
17	8902	TOWNSEND MIDDLE (PNC)	2,805.00	0.00	0.00	2,805.00
18	8916	GRASS ROOTS GRANT	2,000.00	2,000.00	2,000.00	0.00
19	8917	BAK PAK PALS	19,285.00	1,710.87	6,475.98	12,809.02
20	6400	GREAT LEAPS EXP	2,500.00	687.92	3,027.50	-527.50
21	7200	CIS SITE CORRDIATORS	150.00	0.00	0.00	150.00
22	9901	UTILITIES	2,525.00	187.87	1,197.48	1,327.52
		TOTAL	283,027.00	22,820.42	132,878.45	150,148.55

[illegible]

CIS ACADEMY
FINANCIAL REPORT
DECEMBER 2016

INCOME		BUDGET	DEC	TO DATE	DIFFERENCE
1	1-029-BEHAVIORAL SPECIALIST	32,000.00	0.00	766.00	-31,234.00
2	1-036-STATE DPI	811,332.00	4,058.32	282,699.16	-528,632.84
3	2-036-LOCAL MISCELLANEOUS	22,468.00	3,111.52	21,838.64	-1,084.36
4	2-036-LUNCH REIMBURSEMENT-LOCAL	30,250.00	0.00	4,343.41	-25,906.59
5	2-036-PSRC	64,500.00	0.00	16,018.69	-48,481.31
6	3-050-TITLE ONE	27,949.00	0.00	0.00	-27,949.00
7	3-060-EXCEPTIONAL CHILDREN	32,994.00	0.00	26,388.84	-6,605.16
8	3-101-TITLE V	9,880.00	0.00	9,880.17	0.17
9	3-103-IMPROVING TEACHER QUALITY	6,254.00	0.00	2,816.74	-3,437.26
	TOTAL INCOME	1,037,627.00	7,169.84	364,751.65	-673,330.35
STATE EXPENSES		BUDGET	DEC	TO DATE	DIFFERENCE
1	SALARIES	458,681.00	34,814.94	228,620.76	230,060.24
2	TAXES	34,641.00	2,623.15	17,933.01	16,707.99
3	BENEFITS	39,650.00	9,796.95	24,156.16	15,493.84
4	WORKERS COMP/UMEMPLOMENT	13,020.00	0.00	2,098.09	10,921.91
5	CONTRACTED EC	6,110.00	660.00	1,575.00	4,535.00
6	WORKSHOPS	500.00	0.00	55.00	445.00
7	MILEAGE	382.00	91.20	91.20	290.80
8	POSTAGE	250.00	0.00	184.00	66.00
9	DUES/FEES	250.00	195.00	495.00	-245.00
10	SUPPLIES	26,650.00	2,612.33	12,740.13	13,909.87
11	EQUIPMENT PURCHASE	15,000.00	2,104.69	2,104.69	12,895.31
12	ADMINISTRATION FEE	45,000.00	10,000.00	30,000.00	15,000.00
13	TECH SUPPORT	16,095.00	1,075.00	5,790.00	10,305.00
14	TELECOMMUNICATIONS	13,250.00	0.00	3,939.85	9,310.15
15	UTILITIES/TELEPHONE	13,951.00	946.20	6,954.97	6,996.03
16	BEHAVIORAL SPECIALIST (29)	32,000.00	4,344.72	16,544.78	15,455.22
17	TRANSPORTATION COST	77,185.00	7,760.87	28,299.71	48,885.29
18	VEHICLE PURCHASE	5,625.00	0.00	5,625.00	0.00
19	MISCELLANEOUS CONTRACTS	12,250.00	0.00	9,421.11	2,828.89
20	CLEANING SULLPIES	13,307.00	90.57	1,528.02	11,778.98
21	INSURANCE COST	13,385.00	0.00	7,975.00	5,410.00

**CIS ACADEMY
FINANCIAL REPORT
DECEMBER 2016**

	STATE EXPENSES	BUDGET	DEC	TO DATE	DIFFERENCE
22	AUDIT	5,500.00	5,500.00	5,500.00	0.00
23	ADVERTISING/PRINTING & BINDING	650.00	0.00	0.00	650.00
	TOTAL STATE EXPENSES	843,332.00	82,615.62	411,631.48	431,700.52
	LOCAL EXPENSES	BUDGET	DEC	TO DATE	DIFFERENCE
1	SALARIES	20,250.00	0.00	9,149.00	11,101.00
2	TAXES	1,550.00	0.00	469.94	1,080.06
3	WORKSHOPS EXPENSES	4,000.00	0.00	155.00	3,845.00
4	MILEAGE	500.00	0.00	159.27	340.73
5	SUPPLIES	5,700.00	292.00	2,140.90	3,559.10
6	EQUIPMENT PURCHASE	2,500.00	0.00	241.80	2,258.20
7	ADMINISTRATION FEE	25,000.00	0.00	20,000.00	5,000.00
8	MISCELLANEOUS CONTRACTS	4,237.00	0.00	1,100.00	3,137.00
9	TELEPHONE	1,000.00	50.00	250.00	750.00
10	POSTAGE	196.00	0.00	0.00	196.00
11	RENT	7,200.00	0.00	0.00	7,200.00
12	CONTRACTED FOOD/PURCHASES	45,085.00	773.70	1,149.27	43,935.73
	TOTAL LOCAL EXPENSES	117,218.00	1,115.70	34,815.18	82,402.82
	FEDERAL EXPENSES	BUDGET	DEC	TO DATE	DIFFERENCE
1	3-050-TITLE ONE	27,949.00	2,986.98	7,467.45	20,481.55
2	3-060-EXCEPTIONAL CHILDREN	32,994.00	1,726.14	15,855.62	17,138.38
3	3-101-TITLE V MONIES	9,880.00	0.00	9,983.78	-103.78
4	3-103-IMPROVING TEACHER QUALITY	6,254.00	0.00	0.00	6,254.00
	TOTAL FED EXPENSES	77,077.00	4,713.12	33,306.85	43,770.15
	OVERALL TOTALS	BUDGET	DEC	TO DATE	DIFFERENCE
1	STATE TOTALS	843,332.00	82,615.62	411,631.48	431,700.52
2	LOCAL TOTALS	117,218.00	1,115.70	34,815.18	82,402.82
3	FEDERAL TOTALS	77,077.00	4,713.12	33,306.85	43,770.15
	TOTAL OVERALL EXPENSES	1,037,627.00	88,444.44	479,753.51	557,873.49