



Minutes

Board of Directors
Communities in Schools of Robeson County
Wednesday, August 16, 2019

Members Present

Janet Blue	*Morgan Jones	*Patrick Strickland
*Linda Branch	Herman Locklear	*Angela Sumner
*Denise Fann	Oryan Lowry	Joe Terranova
Eva Patterson Heath	*Herbert Lowry, Jr.	*Charles Townsend
Amanda Hunt	*James Mitchell	*Dr. Desiree Walker
*Beth Hunt	*Bill Smith	

Staff Present

Dencie Lambdin-Executive Director
Billy Haggans – Principal

Connie Britt – Office Finance Manger

Agenda Item I- Call to order and Invocation

Desiree Walker, called the meeting to order and open session at 7:39 am then she read the CIS mission statement. A motion to accept the Agenda was made and passed.

Agenda II- Minutes

Desiree Walker presented the May minutes to the board for approval. A motion was made and passed to approve the March minutes.

Agenda III-Finance

James Mitchell, presented the CIS Balance sheet to the board for approval. A motion was made and passed to approve the CIS Balance sheet. The CIS Financial Report for August was presented to the board, motions and approval followed. The CIS Academy Financial Reports for August was presented to the board, motions and approval followed. The CIS and CIS Academy budgets for the school year 2019-2020 were presented to the board for approval. A motion was made and passed to approve the budgets for the school year 2019-2020.

Agenda IV-CIS Academy Report

Billy Haggans reported out on CIS Academy. Current enrollment still stands at 120. We had 5 students who were accepted to attend the Early College program at RCC. We have hired Mrs. Myrna Strickland as the New Student Support specialist and Reading Tutor and a new Mrs. Phyllis Oxendine as the new EC Coordinator. This past summer we were able to purchase new computers for the teachers and new Chromebooks for our students. The EOG Results are as following:

Reading – 61/120 = 54.2%	Growth Status = Exceeded
Math – 57/120 = 47.5%	Growth Status = Exceeded
Science – (8 th Grade) 32/40 = 80%	Overall Achievement = 154/280 = 55%

Overall Growth Status = Exceeded Performance Grade = C (unofficial)

Agenda -V-Executive Director Report

Dencie Lambdin reported out on the following items related to the Annual Plan:

Reaccreditation has been completed with all corrections made; upcoming staff development for Why Try on Sept. 11 and 12, Trauma training on Sept. 26/27. Both trainings include PSRC staff. Dencie will attend the CIS National Town Hall meeting in Chicago Sept. 18-20. Board training will be managed through the on-line portal for CIS Resources with completion set for the next board meeting. The meeting will be moved to Wednesday, Sept 25 since Dencie will be out of town the week before. The Prayer certification and the Audit contract were both presented to the board for approval, a motion was made to accept both and all were in favor and the motion passed.

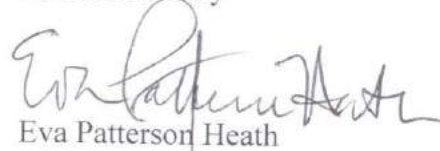
Agenda -VIII - Board Chair Remarks/Adjournment

As there was no further business, the Chair then asked for a motion to adjourn. The motion carried, the meeting was adjourned at 8:48 am.

Recorded and Submitted,

Connie Britt, Office Finance Manager

Board Secretary


Eva Patterson Heath



Communities
In Schools

Robeson County

Minutes

Board of Directors

Communities in Schools of Robeson County

Wednesday, May 15, 2019

Members Present

Janet Blue

* Linda Branch

* Lori Dove

* Denise Fann

*Eva Patterson Heath

Beth Hunt

Amanda Hunt

Herman Locklear

*Oryan Lowry

Herbert Lowry, Jr.

*James Mitchell

Bill Smith

*Angela Sumner

*Charles Townsend

Dr. Desiree Walker

Staff Present

Dencie Lambdin-Executive Director

Billy Haggans – Principal

Connie Britt – Office Finance Manger

Agenda Item I- Call to order and Invocation

Angela Sumner, called the meeting to order and open session at 7:37 am then she read the CIS mission statement. A motion to accept the Agenda was made and passed.

Agenda Item II - Resilient Children/Resilient Communities

Ms. Sylvia Johnson and Ms. Cynthia Lowry gave an update on the Resilient Children/Resilient Communities initiative. The initiative is child focused and was implemented to train and guide communities on how to protect children in disasters. The initiative aims to build resilience through policy advocacy and development, and dissemination of the community-based resilience models and resources. We currently have 7 of the 8 sectors already on board with this initiative. We are continuing to implement all aspects of this initiative and will keep the board informed on our process.

Agenda III- Minutes

Eva Patterson Heath presented the March minutes to the board for approval. A motion was made and passed to approve the March minutes.

Agenda IV-Finance

James Mitchell, presented the CIS Balance sheet to the board for approval. A motion was made and passed to approve the CIS Balance sheet. The CIS Financial Report for April was presented to the board, motions and approval followed. The CIS Academy Financial Reports for April was presented to the board, motions and approval followed. James then presented amendments to the CIS Academy budget to the board for approval. A motion was made and passed to approve the CIS Academy budget revisions. The CIS of Robeson County budget revisions were presented to the board, motions were made and approval was given.

Agenda V-CIS Academy Report

Billy Haggans reported out on CIS Academy. Current enrollment still stands at 120. The CIS Academy lottery for the school year 2019/2020 was held on April 12, 2019 at 3:30 p.m. The projected enrollment for the school year 2019/2020 is 120 students with a waiting list for sixth graders. Eighth grade prom was held on April 18, 2019 and was a great success. The 8th graders students are in the process of registering for High School or Early College. EOG testing will take place from May 29th – June 5th. Our awards day will be June 10th. We have field trip planned for June 11th, to Carowinds. Summer school and retesting is scheduled to be held the weeks of June 17 – 20 and June 24 – 27th. The following visits/certifications will take place at the school before the end of the fiscal year: EC Monitoring Review, Child Nutrition Review, Office of Civil Rights Data Collection certification and 2019 Charter School Performance Framework submissions.

Agenda – VI -Nominating Committee

Angela Sumner then informed the board that Ms. Cammie Hunt has resigned from the CIS Board of Directors due to scheduling conflicts. The following is a slate of Board members and Officers put before the board for a second term or nominated for board membership:

2nd – Term – Desiree* Walker
Eva Patterson Heath

Herbert Lowry

Slate of Officers – Chair – Desiree* Walker
Vice Chair – Linda Branch

Secretary – Eva Patterson-Heath
Treasurer – James Mitchell

New Members- Patrick Strickland
Morgan Hunt

Joe Terranova

A motion was made and passed to approve the 2nd term members, the Slate of Officers, and the new board members.

Agenda –VII-Executive Director Report

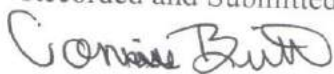
Dencie Lambdin's report on the Annual Plan is as follows: Reaccreditation Report was received on April 16, a technical assistance visit from CISNC was held on the 24th, board approval on a Member Code of Ethics is required for TQS as well as some smaller remediation for final reaccreditation. A ninety day window for corrections was extended to CIS by National. Dencie presented the Title I, Title II and the IDEA federal grants to the board for approval. A motion was made and passed to approve these grants for CIS Academy. The Code of Ethics was presented to the board, motions made and board approval given.

Agenda –VIII – Board Chair Remarks/Adjournment

As there was no further business, the Chair then asked for a motion to adjourn. The motion carried, the meeting was adjourned at 8:48 am.

Recorded and Submitted,

Board Secretary



Connie Britt, Office Finance Manager

Eva Patterson Heath



BOARD MEETING

August 21, 2019

7:30 A.M. – 8:30 A.M.

Two Hawk Employment Services

118 West Fifth Street

Lumberton, NC 28358

The Mission of Communities In Schools of Robeson County is to surround students with a community of support, empowering them to stay in school and achieve in life.

7:30 – 7:35	Call to Order & Invocation	D. Walker
7:36 – 7:40	Approval of Minutes	Eva Patterson-Heath
7:41 – 7:51	Finance Committee	James Mitchell
7:52 – 8:05	Ice Breaker	D. Lambdin
8:06 – 8:20	CIS Academy	B. Haggans
8:21 – 8:30	Executive Director	D. Lambdin
8:30 – 8:35	Adjournment	D. Walker

New Members

Joe Terranova

Morgan H. Jones

Patrick Strickland

CIS OF ROBESON COUNTY

BALANCE SHEET

July 31, 2019

\$ 5,859.09
1,341.36
3,786.00
3,333.34
14,319.79

CIS CASH ON HAND
Due from CIS Expansion Grant
Due from JCPC
Due from Glaxo-Smith Kline
AVAILABLE FOR CIS OPERATIONS

\$36,074.48

at Lumbee Guaranty Bank - (CIS)

\$ 121,032.55
2,238.00
5,594.24
\$ 128,564.79

ACADEMY CASH ON HAND
Due from PRC - 050
DUE FROM PSRC-LOCAL ALLOTMENT
AVAILABLE FOR ACADEMY OPERATIONS

\$75,362.07

at BB&T BANK (ACAD)

CIS OF ROBESON COUNTY
FINANCIAL REPORT
JULY 2019

	ACCOUNT	INCOME	BUDGET	JULY	YTD	DIFFERENCE
1	4025	CAMPAIGN	70,000.00	25.00	25.00	-69,975.00
2	4110	GRANTS	22,900.00	1,858.65	1,858.65	-21,041.35
3	4140	GLAXOSMITH KLINE.COL	40,000.00	0.00	0.00	-40,000.00
4	4155	ROBESON COUNTY	4,000.00	0.00	0.00	-4,000.00
5	4157	UNITED WAY	77,000.00	19,250.00	19,250.00	-57,750.00
6	4161-401	UNITED WAY OF CAROLINAS	15,000.00	0.00	0.00	-15,000.00
7	4169	BAK PAK PALS	20,000.00	1,000.00	1,000.00	-19,000.00
8	4161	CIS MISCELLANEOUS	25,000.00	7,597.85	7,597.85	-17,402.15
9	4118	JCPC ADMIN	4,860.00	405.00	405.00	-4,455.00
10	4162	PSRC	84,000.00	7,077.09	7,077.09	-76,922.91
11	4166	ACAD ADMIN	74,000.00	0.00	0.00	-74,000.00
12	4186	PNC GRANT	2,820.00	0.00	0.00	-2,820.00
13	4999	LUMBEE GUARANTY BANK	23,483.00	0.00	0.00	-23,483.00
		TOTAL INCOME	463,063.00	37,213.59	37,213.59	-425,849.41

CIS OF ROBESON COUNTY
FINANCIAL REPORT
JULY 2019

ACCOUNT	EXPENSES	BUDGET	JULY	TO DATE	DIFFERENCE
1 5000	PAYROLL EXPENSES	323,481.00	20,943.36	20,943.36	302,537.64
2 5100	BENEFITS	31,067.00	1,753.52	1,753.52	29,313.48
3 5132	RENT	6,000.00	500.00	500.00	5,500.00
4 5562	TELEPHONE	4,200.00	371.62	371.62	3,828.38
5 6100	CONTRACTED SERVICES	40,000.00	3,333.34	3,333.34	36,666.66
6 6500	POSTAGE	465.00	0.00	0.00	465.00
7 6650	EQUIPMENT MAIN	300.00	0.00	0.00	300.00
8 6700/6800	PUBLICATION/DUES	500.00	0.00	0.00	500.00
9 6915	MILEAGE	2,400.00	95.09	95.09	2,304.91
10 7000	STAFF DEVELOPMENT	150.00	0.00	0.00	150.00
11 7100	SUPPLIES	7,000.00	95.23	95.23	6,904.77
12 7300	PROFESSIONAL FEES	2,500.00	0.00	0.00	2,500.00
13 7400	COMPANY INSURANCES	4,000.00	0.00	0.00	4,000.00
14 8800	FUND RAISING EXPENS	6,000.00	0.00	0.00	6,000.00
15 8901	MISCELLANEOUS	10,000.00	0.00	0.00	10,000.00
16 8916	GRASS ROOTS GRANT	2,500.00	64.03	64.03	2,435.97
17 8917	BAK PAK PALS	19,000.00	752.29	752.29	18,247.71
18 6400	GREAT LEAPS EXP	1,000.00	0.00	0.00	1,000.00
19 9901	UTILITIES	2,500.00	236.27	236.27	2,263.73
	TOTAL	463,063.00	28,144.75	28,144.75	434,918.25

AUGUST, 2019

CIS Board of Directors

Executive Director's Report on meeting Annual Goals

by Dencie Lambdin

Develop capacity-building strategies

- **Maintain accredited CIS affiliate status**
 - Winding down with final corrections to reaccreditation report
- **Diversity and strengthen Board of Directors**
 - Board member training through CIS University
 - Establish a Marketing/Branding committee

Implement procedures to ensure sustainability

- **Policies and procedures support a strong internal system for financial management and oversight**
- **Diversified funding strategy**
 - Foundation of the Carolinas allowed \$8,000 to provide training for Student Trauma for CIS and PSRC staff.
 - \$25,000 Campbell Soup Foundation grant came through for summer BakPaks in Maxton and Red Springs. 100 students at each location received bags for 5 weeks
- **Deliver and sustain high quality student support leading to positive impacts**
 - Why Try training with PSRC scheduled for Sept. 11 and 12. Evidence based program for building socio/emotional skills
 - *Resilient Children/Resilient Communities Active Planning Workshop Friday, Sept. 13*
 - Trauma training Sept. 26 and 27 with PSRC to provide overview, examples, and identify students who may need trauma-informed care
 - CISNC Impact Conference in Cary last week. 10 staff attended
 - CIS National Town Hall meeting Sept. 18-20 in Chicago
- **Establish written agreements with key partners**
 - CIS Academy Contract with PSRC, CIS of Robeson Contract with PSRC both signed

Continue to build upon a data-driven network to evaluate and improve student impacts

- **Ensure data management reflects quality services to students**
 - EOY data for affiliate and school sites are on track for deadlines

CIS OF ROBESON COUNTY
BOARD MEMBER TERMS
2019/2020

NAME	TERM	2020	2021	2022
Blue, Jan	2nd	X		
Branch, Linda	1st		X	
Hunt, Amanda	2nd		X	
Hunt, Beth	1st		X	
Jones, Morgan H.	1st			X
Lowry, Herbert	2nd			X
Lowry, O'Ryan	2nd	X		
Mitchell, James	2nd		X	
Patterson-Heath, Eva	2nd			X
Strickland, Patrick	1st			X
Sumner, Angela	1st	X		
Terranova, Joe	1st			X
Townsend, Charles	1st		X	
Walker, Desiree	2nd			X
Superintendent of PSRC	Dr. Shanita Wooten/Herman Locklear			
Department of Social Service	Denise Fann			
Health Dept. Director	Bill Smith			
UPDATED 8/6/2019				

**CIS OF ROBESON COUNTY
BOARD MEETING SCHEDULE**

**TWO HAWK EMPLOYMENT
118 WEST FIFTH STREET
LUMBERTON**

FOR 2019-2020

WEDNESDAY	AUGUST 21 st	7:30 A.M.
WEDNESDAY	SEPTEMBER 18th ^{25th}	7:30 A.M.
WEDNESDAY	OCTOBER 16 TH	7:30 A.M.
WEDNESDAY	NOVEMBER 20 th	7:30 A.M.
WEDNESDAY	JANUARY 15 TH	7:30 A.M.
WEDNESDAY	FEBRUARY 19 TH	7:30 A.M.
WEDNESDAY	MARCH 18 th	7:30 A.M.
WEDNESDAY	MAY 20 TH	7:30 A.M.

Req. Workday
Opt. Workday/Wea
Holiday
End Nine Weeks
VACATION DAYS

CIS OF ROBESON
CIS ACADEMY
SCHOOL CALENDAR
2019-2020

JULY				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

AUGUST				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

SEPTEMBER				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

OCTOBER				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

NOVEMBER				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

DECEMBER				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

JANUARY				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

FEBRUARY				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

MARCH				
M	T	W	T	F
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9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

APRIL				
M	T	W	T	F
		1	2	3
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20	21	22	23	24
27	28	29	30	

MAY				
M	T	W	T	F
				1
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11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JUNE				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

August 26th 1st Day of School
May 22, Last Day of School

CIS Board Meeting 8/21/2019

1. Summer School
2. Early College (5 students accepted)
3. Student Support Specialist & Reading Tutor, Mrs. Myrna Strickland
4. EC Coordinator, Mrs. Phyllis Oxendine
5. TSI Funds/Reading Research to Classroom Practice Workshop (5 days)
6. CPR/Diabetes Training
7. Current Enrollment for 2019-2020 (120 students)
8. New Teacher Computers & New Chromebooks
9. Bus Routes/Bus Meeting
10. Open House (1pm - 6pm Thursday, August 22, 2019)
11. Thomas Center For Entrepreneurship (UNCP Incubator)
12. 2018-2019 EOG Results
 - Reading $65/120 = 54.2\%$ Growth Status - **Exceeded**
 - Math $57/120 = 47.5\%$ Growth Status - **Exceeded**
 - Science (8th Grade) $32/40 = 80\%$
 - Overall Achievement $154/280 = 55\%$
 - Overall Growth Status = **Exceeded**
 - Performance Grade = C (Unofficial)