



## **Minutes**

Board of Directors  
Communities in Schools of Robeson County  
Wednesday, March 20, 2019

### Members Present

Janet Blue	*Beth Hunt	James Mitchell
* Linda Branch	Cammie Hunt	*Bill Smith
* Lori Dove	Herman Locklear	*Angela Sumner
Denise Fann	*Oryan Lowry	*Charles Townsend
*Eva Patterson Heath	*Herbert Lowry, Jr.	*Dr. Desiree Walker
Amanda Hunt		

### Staff Present

Dencie Lambdin-Executive Director  
Billy Haggans – Principal

Connie Britt – Office Finance Manger

### Agenda Item I- Call to order and Invocation

Lori Dove Chair, 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 II- Minutes

Due to not having a quorum at our February meeting, Eva Patterson Heath presented the January to the board for approval. A motion was made and passed to approve the January minutes. She then presented the February minutes to the board for approval. A motion was made and passed to approve the February minutes.

### Agenda III-Finance

In the absence of our Treasurer, James Mitchell, Dencie Lambdin 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 January and February were presented to the board for approval. A motion was made and passed to approve both reports. The CIS Academy Financial Reports for January and February were presented to the board for approval. A motion was made and passed to approve both reports.

### Agenda IV-CIS Academy Report

Billy Haggans reported out on CIS Academy. The agenda included that the current enrollment still stands at 120. On March 8 6<sup>th</sup> graders went on a Science Field trip to Anson County to view rock formations with Dr. Jeff Chaumba, UNCP science professor. Benchmark assessments for all classes are under way this week. Open Enrollment is from March 1 – March 31. The CIS Academy Lottery will be held on April 12<sup>th</sup> at 3:30 pm. The 8<sup>th</sup> Grade Prom will be held on April 18<sup>th</sup> at 6 pm. EOG training will be held on April 30<sup>th</sup>, Mr. Billy Haggans and LaCretia Allen will be attending. An EC Program Monitoring Review has been schedule for May. We

have 2 new Smart Boards that have been installed and are working great. We had 14 8<sup>th</sup> grade students to apply for Early College this year. Mr. Billy informed the board of the Bus accident that happened earlier this month.

Agenda – V -Resource Development

Beth Hunt, Chair, reported on the fundraising efforts of the Resource Development Committee. The event was a great success raising \$58,705 to date. The raffle ticket sale for the cruise was very successful, making \$6,760. Board member, Eva Patterson-Heath, was recognized for her sale of 75+ raffle tickets. Corporate sponsors were up a little over \$1,000 dollars from last year. Donations and ticket sales were down some, but there were 2 other community events going on at the same evening. Next year the Committee will reach out to other organizations to make sure no other event is planned for the same date. All in all it was a huge success.

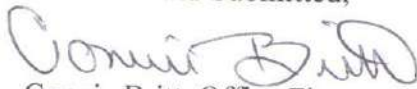
Agenda –V-Executive Director Report

Dencie Lambdin's report on the Annual Plan is as follows: a grant in the amount of \$53,000 was submitted to the Foundation of the Carolina for Student Trauma training for CIS and PSRC staff and assistance with school fees for students affected by the hurricane. A \$10,000 grant from Operation USA added students from Lumberton Junior High to BakPak Pals for the remainder of the school year. In addition, 40/ \$100 Walmart gift cards were given to school social workers for student need, and more school supplies were delivered to each of the LEA's 40 schools. Food Lion Feeds provided \$3200 for BakPak Pals across the county. Resilient Children/Resilient Communities (RC/RC) Coalition has contracted with CIS of Robeson to support a community champion for the establishment and support of a Community Resilience Coalition locally. This is a 2 year \$80,000 commitment. More information will be presented at the May meeting.

Agenda –VIII – Board Chair Remarks/Adjournment

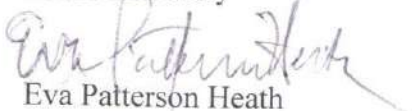
As there was no further business, the Chair then asked for a motion to adjourn. The motion carried, the meeting was adjourned at 8:47 am.

Recorded and Submitted,



Connie Britt, Office Finance Manager

Board Secretary



Eva Patterson Heath



## BOARD MEETING

March 20, 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	L. Dove
7:36 – 7:40	Approval of February Minutes	Eva Patterson-Heath
7:41 – 7:51	Finance Committee	<del>A. Marshall</del> J. Mitchell
7:52 – 8:05	Resource Development	B. Hunt
8:06 – 8:20	Executive Directors Report	D. Lambdin
8:21 – 8:30	Adjournment	L. Dove





## Communities In Schools

Robeson County

### Minutes

Board of Directors  
Communities in Schools of Robeson County  
Wednesday, February 20, 2019

#### Members Present

Janet Blue	*Beth Hunt	*James Mitchell
* Linda Branch	Cammie Hunt	Bill Smith
Lori Dove	Herman Locklear	Angela Sumner
Denise Fann	Oryan Lowry	*Charles Townsend
Eva Patterson Heath	*Herbert Lowry, Jr.	*Dr. Desiree Walker
Amanda Hunt		

#### Staff Present

Dencie Lambdin-Executive Director  
Billy Haggans – Principal

Connie Britt – Office Finance Manger

#### Agenda Item I- Call to order and Invocation

Desiree Walker, Vice Chair, called the meeting to order and open session at 7:38 am then she read the CIS mission statement. A motion to accept the Agenda was made and passed.

#### Agenda II- Minutes

We did not have a quorum so the minutes were tabled until the next meeting.

#### Agenda III-Finance

We did not have a quorum so the Financial reports were tabled until the next meeting.

#### Agenda IV-CIS Academy Report

In the absence of Billy Haggans, Dencie gave the CIS Academy report. The current enrollment still stands at 120. Academy staff participated in the CATCH Program Training on January 24<sup>th</sup> and 25<sup>th</sup>. There will be NC Star Training on February 20<sup>th</sup> at NCDPI. The 2017-2018 School Report Card will be available on February 21<sup>st</sup>. Parent night will be February 26<sup>th</sup> with pizza and a presentation by Robeson Health Care Corporation. We have a Exceptional Children Review in May 2019. The Summer School Program Plan for June 2019 was presented to the Board for signature approval. All were in favor and the Summer School Program Plan for June 2019 was signed. CIS Academy will be added to the PSRC Indian Education Grant. Superintendent Dr. Wooten approved our addition to the Grant, which will allow our students to be included in services provided for Native American Students.

Agenda – V -Resource Development

Beth Hunt, Chair reported on Resource Development. The Resource Development Committee has been working hard on planning our fundraiser event. The UNC-Pembroke Chancellor will be our guest speaker. She asked that everyone share the information about our event on their Facebook. We are in the final planning stages for the event, so be sure and spread the word.

Agenda –V-Executive Director Report

Dencie Lambdin's report on the Annual Plan is as follows: The Foundation of the Carolina's came for a follow up visit after providing us with a \$10,000 grant for Hurricane relief at Christmas. The second round of grants are coming up and we were asked to apply again. We have submitted a proposal to Operation USA in California to receive \$10,000 to add students from Lumberton Junior High to our Bak Pak Program, purchase school supplies, and distribute gift cards to school counselors for continued hurricane relief.

Agenda –VIII – Board Chair Remarks/Adjournment

As there was no further business, the Vice Chair then asked for a motion to adjourn. The motion carried, the meeting was adjourned at 8:46 am.

Recorded and Submitted,

Board Secretary

Connie Britt, Office Finance Manager

Eva Patterson Heath



CIS OF ROBESON COUNTY

BALANCE SHEET

February 28, 2019

\$ 23,920.03  
00.00  
23,920.03

CIS CASH ON HAND

AVAILABLE FOR CIS OPERATIONS

\$35,923.58

at Lumbee Guaranty Bank – (CIS)

\$ 145,641.69  
00.00  
\$ 145,641.69

ACADEMY CASH ON HAND

AVAILABLE FOR ACADEMY OPERATIONS

\$75,280.59

at BB&T BANK (ACAD)

March, 2019

**CIS Board of Directors**

**Executive Director's Report on meeting Annual Goals**

**by Dencie Lambdin**

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***Develop capacity-building strategies***

- **Maintain accredited CIS affiliate status**
  - No word on reaccreditation status
- **Diversity and strengthen Board of Directors**
  - Enhance board commitment through greater participation in fundraising: 14 of 16 board members actively participated in selling raffle tickets or 87.5%; 13 of 16 members made a personal contribution or bought a raffle/event ticket

***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 application for \$53,000 was submitted to provide training for Student Trauma for CIS and PSRC staff and to assist with school fees for students affected by the hurricane.
  - Received \$10,000 from Operation USA to add students from Lumberton Junior High to BakPak Pal program, purchase school supplies, and distribute gift cards to 40 school counselors for continued hurricane relief.
  - Food Lion Feeds check for \$3,200 for BakPak Pals in Fairmont, Lumberton and Maxton.
- **Deliver and sustain high quality student support leading to positive impacts**
  - BreAnna Branch attended the first CIS National Program Director Conference in Las Vegas
- **Establish written agreements with key partners**
  - Working with DSS to have an MOU in place for CIS Academy

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

- **Ensure data management reflects quality services to students**
  - CIS of Robeson Impact Snapshot of 2017/18 EOY results

**Other:** Resilient Children/Resilient Communities (RC/RC) Initiative is a partnership led by the National Center for Disaster Preparedness at Columbia University's Earth Institute and funded by a grant from GlaxoSmithKlein. The purpose of this contract with CIS of Robeson County is to support a community champion for the establishment and support of a Community Resilience Coalition in Robeson County. This is a 2 year \$80,000 commitment.



**CIS FUNDRAISER CAMPAIGN  
RESULTS AS OF 3/18/2018**

<b><u>Corporate Sponsors</u></b>	<b>3/2017</b>	<b>2018</b>	<b>2019</b>
<b>Total</b>	<b>\$46,500</b>	<b>\$45,000</b>	<b>46,150</b>
<b><u>Donations</u></b>			
<b>Total</b>	<b>3,230</b>	<b>2,425</b>	<b>2,855</b>
<b><u>Ticket Sales</u></b>			
	<b>\$ 4,875</b>	<b>\$3,825</b>	<b>2,625</b>
<b><u>Raffle Tickets</u></b>	<b>\$ 4,540</b>	<b>\$3,134</b>	<b>6,760</b>
<b><i>Total Collected</i></b>	<b>\$58,895</b>	<b>\$54,384</b>	<b>\$58,390</b>
<b>In Kind</b>	<b>\$ 6,000</b>	<b>\$6,000</b>	<b>\$6,250</b>

**2018 --Decrease from previous year \$4,511**  
**2019-- Increase of \$4006 from previous year**



## FEB 2019

-211,330.78

CIS OF ROBESON COUNTY  
FINANCIAL REPORT  
FEB 2019

ACCOUNT	EXPENSES	BUDGET	FEB	TO DATE	DIFFERENCE
1	5000 PAYROLL EXPENSES	311,473.00	25,201.55	200,781.12	100,691.88
2	5100 BENEFITS	34,205.00	2,537.92	16,934.47	17,270.53
3	5132 RENT	6,000.00	0.00	3,500.00	2,500.00
4	5562 TELEPHONE	4,700.00	366.04	2,923.42	1,776.58
5	6500 POSTAGE	303.00	0.00	200.00	103.00
6	6650 EQUIPMENT EXPENSES	150.00	0.00	198.31	-48.31
7	6700/6800 PUBLICATION/DUES	500.00	0.00	500.00	0.00
8	6915 MILEAGE	3,500.00	425.23	1,498.57	2,001.43
9	7000 STAFF DEVELOPMENT	1,575.00	0.00	1,497.00	78.00
10	7100 SUPPLIES	10,500.00	795.34	8,790.88	1,709.12
11	7300 PROFESSIONAL FEES	2,900.00	0.00	2,500.00	400.00
12	7400 COMPANY INSURANCES	6,010.00	1,061.00	1,959.50	4,050.50
13	8800 FUND RAISING EXPENS	5,000.00	0.00	1,584.81	3,415.19
14	8901 MISCELLANEOUS	7,100.00	2,098.86	4,513.99	2,586.01
15	8916 GRASS ROOTS GRANT	2,500.00	0.00	2,500.00	0.00
16	8917 BAK PAK PALS	19,285.00	84.36	7,490.12	11,794.88
17	6400 GREAT LEAPS EXP	2,500.00	201.18	592.80	1,907.20
18	9901 UTILITIES	2,800.00	0.00	1,704.07	1,095.93
19	STUDENT IN CRISIS EXPENSI	6,250.00	0.00	0.00	6,250.00
	TOTAL	427,251.00	32,771.48	259,669.06	157,581.94



**CIS ACADEMY  
FINANCIAL REPORT  
FEBRUARY 2019**

INCOME		BUDGET	FEB	TO DATE	DIFFERENCE
1	1-029-BEHAVIORAL SPECIALIST	29,700.00	0.00	15,999.18	-13,700.82
2	1-036-STATE DPI	854,506.00	45,000.00	529,169.07	-325,336.93
3	1-048-PRINCIPAL INCENTIVE	1,077.00	0.00	1,077.00	0.00
4	2-036-LOCAL MISCELLANEOUS	20,000.00	499.00	2,250.33	-17,749.67
5	2-036-LUNCH REIMBURSEMENT-LOCAL	27,850.00	0.00	13,621.23	-14,228.77
6	2-036-PSRC	62,719.00	15,677.28	48,666.80	-14,052.20
7	3-050-TITLE ONE	21,054.00	3,677.00	6,754.00	-14,300.00
8	3-060-EXCEPTIONAL CHILDREN	26,868.00	2,500.00	16,581.00	-10,287.00
9	3-103-IMPROVING TEACHER QUALITY	2,772.00	0.00	0.00	-2,772.00
10	3-108-STUDENT SUPPORT & ACAD ENRICH	20,000.00	0.00	8,110.00	-11,890.00
TOTAL INCOME		1,066,546.00	67,353.28	642,228.61	-424,317.39
STATE EXPENSES		BUDGET	FEB	TO DATE	DIFFERENCE
1	SALARIES	490,036.00	39,127.13	308,604.39	181,431.61
2	TAXES	37,567.00	2,902.18	23,541.94	14,025.06
3	BENEFITS	39,603.00	3,179.03	28,223.94	11,379.06
4	WORKERS COMP/UNEMPLOYMENT	7,200.00	0.00	1,351.17	5,848.83
5	WORKSHOPS	1,750.00	261.89	1,760.95	-10.95
6	PRINTING & BINDING	2,000.00	0.00	648.00	1,352.00
7	MILEAGE	600.00	0.00	0.00	600.00
8	DUES/FEES	1,800.00	0.00	150.00	1,650.00
9	SUPPLIES	30,700.00	4,514.09	15,993.10	14,706.90
10	FURNITURE PURCHASE	8,000.00	3,947.22	3,947.22	4,052.78
11	EQUIPMENT PURCHASE	9,000.00	8,058.09	15,359.50	-6,359.50
12	BEHAVIOR SPECIALIST (029)	29,700.00	2,222.63	17,093.44	12,606.56
13	CONTRACTED EC	7,500.00	540.00	2,887.50	4,612.50
14	ADMINISTRATION FEE	45,000.00	0.00	45,000.00	0.00
15	TECH SUPPORT	18,000.00	0.00	9,910.00	8,090.00
16	POSTAGE	200.00	0.00	0.00	200.00
17	TELECOMMUNICATIONS	1,400.00	0.00	250.00	1,150.00
18	UTILITIES	15,000.00	1,433.11	10,667.44	4,332.56
19	TRANSPORTATION COST	80,000.00	6,403.38	45,294.82	34,705.18
20	PURCHASE VEHICLE	8,000.00	0.00	4,875.00	3,125.00
21	MISC CONTRACTS	12,250.00	277.69	3,509.30	8,740.70
22	CLEANING SUPPLIES	13,250.00	0.00	2,155.03	11,094.97
23	IMPROVEMENT TO SITES	5,000.00	0.00	0.00	5,000.00
24	INSURANCES	12,150.00	7,884.52	16,227.02	-4,077.02
25	AUDIT	7,000.00	0.00	7,000.00	0.00
26	ADVERTISING	1,500.00	0.00	1,555.50	-55.50
27	PRINCIPAL INCENTIVE	1,077.00	42.50	1,077.00	0.00
TOTAL STATE EXPENSES		885,283.00	80,793.46	567,082.26	318,200.74



CIS ACADEMY  
FINANCIAL REPORT  
FEBRUARY 2019

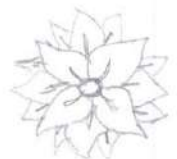
LOCAL EXPENSES		BUDGET	FEB	TO DATE	DIFFERENCE
1	SALARIES	20,250.00	0.00	6,520.00	13,730.00
2	TAXES	1,550.00	0.00	498.77	1,051.23
3	WORKSHOP EXPENSES	1,500.00	0.00	35.36	1,464.64
4	MILEAGE	1,000.00	60.42	2,012.97	-1,012.97
5	SUPPLIES	6,500.00	200.00	1,800.00	4,700.00
6	EQUIPMENT PURCHASE	1,000.00	0.00	0.00	1,000.00
7	ADMINISTRATION FEE	25,000.00	0.00	0.00	25,000.00
8	MISC CONTRACTS	4,500.00	0.00	6,974.48	-2,474.48
9	TELEPHONE	800.00	25.00	175.00	625.00
10	POSTAGE	300.00	0.00	72.00	228.00
12	BUILDING RENT	7,200.00	0.00	7,200.00	0.00
13	CONTRACTED FOOD /FOOD PURCHASE	40,969.00	4,987.60	2,679.31	20,289.69
TOTAL LOCAL EXPENSES		110,569.00	5,273.02	27,967.89	64,601.11
FEDERAL EXPENSES		BUDGET	FEB	TO DATE	DIFFERENCE
1	3-050- TITLE ONE EXPENSES	21,054.00	3,076.63	6,153.27	14,900.73
2	3-060- IDEA EXCEPTIONAL CHILDREN	26,868.00	1,659.75	16,569.72	10,298.28
3	3-103 - IMPROVING TEACHING QUALITY	2,772.00	0.00	0.00	2,772.00
4	3-108-STUDENT SUPPORT & ACAD	20,000.00	0.00	5,610.00	14,390.00
TOTAL FEDERAL EXPENSES		70,694.00	4,736.38	28,332.99	42,361.01
OVERALL TOTALS		BUDGET	FEB	TO DATE	DIFFERENCE
1	STATE TOTALS	885,283.00	80,793.44	567,082.26	318,200.74
2	LOCAL EXPENSES	110,569.00	5,273.02	45,967.89	64,601.11
3	FEDERAL EXPENSES	70,694.00	4,736.38	28,332.99	42,361.01
TOTAL EXPENSES		1,066,546.00	90,802.84	641,383.14	425,162.86



# CIS Board Meeting 3/20/2019

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1. Current Enrollment (120 students)
2. TSI Designation (SWD)
3. NC Star Training Update (Feb. 20<sup>th</sup> @ NCDPI)
4. 2019 Charter School Performance Framework Submission Dates
  - March 31<sup>st</sup>
  - April 30<sup>th</sup>
5. Office of Civil Right Data Collection (Feb. 4<sup>th</sup> – Apr. 22<sup>nd</sup>)
6. Foster Care Joint Regional Training (MOU & Transportation Plan)
7. Grade 6 Science Field Trip (Dr. Jeff Chaumba @ UNCP, March 8<sup>th</sup>, Anson County)
8. Benchmark Assessments
9. Open Enrollment (March 1<sup>st</sup> – March 31<sup>st</sup>)
10. 2019-2020 Lottery (April 12 @ 3:30 pm)
11. 8<sup>th</sup> Grade Prom (April 18<sup>th</sup> @ 6pm)
12. EOG Training (April 30<sup>th</sup>)
13. EC Monitoring Review (May 2019)
14. New Smartboards - 2 installed -
15. High School Registration / Early College Applications (14)  
Bus Accident -





Communities  
In Schools

5

SCHOOLS  
SERVED

2,462

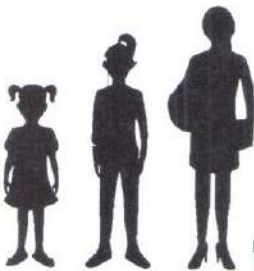
STUDENTS SERVED BY  
SCHOOL-WIDE SUPPORTS

210

STUDENTS  
SERVED BY TARGETED/  
INTENSIVE SUPPORTS



94%



PROMOTED

100%



GRADUATED

INCREASED ATTENDANCE



97%

IMPROVED BEHAVIOR



96%

ENHANCED COURSEWORK



100%

CIS of Robeson County  
2017 - 2018 IMPACT REPORT

PARENTS ENGAGED

272

VOLUNTEER HOURS

9,951

IN SCHOOLS TO HELP KIDS  
STAY IN SCHOOL