



Minutes

Board of Directors
Communities in Schools of Robeson County
Wednesday, November 20, 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	Connie Britt – Office Finance Manger
Billy Haggans – Principal	Sonya Bullard – Special Project Coordinator

Special Guest

Buddy McLean – S. Preston Douglas & Assoc.

Agenda Item I- Call to order and Invocation

Desiree Walker, called the meeting to order and open session at 7:35 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 October minutes to the board for approval. A motion was made and passed to approve the October minutes.

Agenda III-Finance

In the absence of 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 October was presented to the board, motions and approval followed. The CIS Academy Financial Report for October was presented to the board, motions and approval followed. Buddy McLean with S. Preston Douglas was introduced and presented the CIS of Robeson County and CIS Academy audits to the board for approval. He stated that there were no findings in either audit and that the financial reports were in good shape. The Academy is running on a per student average of \$8,000 that includes state, federal and local funding. The board and office staff exhibit impressive fiduciary responsibility and proper internal controls. The 990 tax return was also presented to give all board members an opportunity to view it. Motion were made and passed to approve the CIS of Robeson County Audit , the CIS Academy Audit and 990 tax return.

Agenda IV-CIS Academy Report

Billy Haggans reported out on CIS Academy: enrollment stands at 119, the Lumbee Tribe and Academy are sharing Programs and Resources, Bench Mark Assessments were held Oct. 28th – Nov. 6th and results will be shared at the next board meeting. Mr. Jef did a mime residency on November 4-8 for all classes. The students at the Academy have or will be attending the Indian Heritage Program, the Christmas Show at the Carolina Civic Center, and the Entrepreneurial Pitch Competition. Title One Monitoring Review of documentation is due November 29th and our consultant visit and interviews with Parents, Teachers and Administration on December 5th. Student training in Say Something Anonymous Reporting System is in process.

Agenda V – Resource Development Plan

In the absence of Beth Hunt, Chair, Dencie Lambdin stated that we are waiting to hear back from a prospective host about the house. The event will held March 10th or 12th, depending on the home owners preference.

Agenda –VI-Executive Director Report

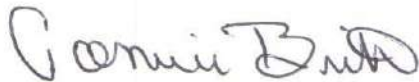
Resilient Children/Resilient Communities Action Planning Workshop will be held Dec. 5. Kayla Kerns, a graduate student, has been hired as the AT&T Graduation Coach at Red Spring High. She will work with the current Student Support Specialist, Shirley Townsend, to address successful graduation rates and college/career readiness. A Juvenile Crime Prevention Council program monitoring will take place on 11/21 at Red Springs Middle. An RFP for additional JCPC funding to support Raise the Age has been submitted to request a peer mediator at RSHS. Limited funding has been given in this middle of the year RFP cycle. The visit for the Choice Bus was postponed due to a scheduling conflict snafu at the Mattie C. Stewart Foundation. The ED will be on vacation December 3-17.

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 8:30 am.

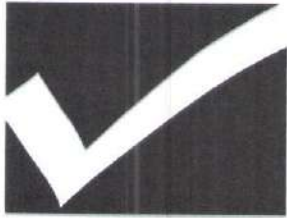
Recorded and Submitted,

Board Secretary



Connie Britt, Office Finance Manager

Eva Patterson Heath



CIS BOARD MEETING

11/20/19

7:30 AM

TWO HAWK EMPLOYMENT

118 W. 5TH 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.

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

CALL TO ORDER	D. WALKER	5 ✓
APPROVAL OF MINUTES	E. PATTERSON- HEATH	5
FINANCE COMMITTEE	J. MITCHELL	10
CIS ACADEMY	B. HAGGANS	10 ✓
RESOURCE DEVELOPMENT	COMMITTEE	10
EXECUTIVE DIRECTOR	D. LAMBDIN	10
ADJOURMENT	D. WALKER	5

Other Information

27th of 30th
social



Communities
In Schools

Robeson County

Minutes

Board of Directors
Communities in Schools of Robeson County
Wednesday, October 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	Connie Britt – Office Finance Manger
Billy Haggans – Principal	Sonya Bullard – Special Project Coordinator

Agenda Item I- Call to order and Invocation

Desiree Walker, called the meeting to order and open session at 7:36 am then she read the CIS mission statement. A motion to accept the Agenda was made and passed.

Agenda II- Minutes

Eva Patterson-Heath presented the August minutes to the board for approval. A motion was made and passed to approve the September 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 September was presented to the board, motions and approval followed. The CIS Academy Financial Reports for September was presented to the board, motions and approval followed.

Agenda IV-CIS Academy Report

Billy Haggans reported out on CIS Academy. The enrollment stands at 120 on the 20 day Average Daily Membership headcount. Our attendance rate is 95%, we are starting to see a little more absent due to flu season. The Fort Caswell Trip was successful. The student curriculum included marine exploration, fishing and kayaking. The Parent Advisory meeting will be October 22, 2019. The Title I Parent meeting was held on October 10. At this time the Academy's Parent Engagement Policy was shared with parents. Lumbee Tribal Administrators met with Mr. Billy and Mrs. Lambdin on Oct. 14 to receive an overview of the school's Title I application and receive information on the programs and grants being offered to students and families through the Tribe. As a result of this meeting, the school staff returned to the Tribal Offices for a workshop on the same programs and grants in order to be able to better share this information with parents. Title I monitoring desktop review will take place on December 5th.

The 2019-2020 School Improvement Plan was presented to the board for approval. A motion was made and passed to accept the 2019-2020 School Improvement Plan. This plan can be found on Indistar/NCStar link.

Mr. Jef will be doing a residency at the CIS Academy on November 4 – 8.

A residency with Bob Doster, artist welder, will take place in February.

Agenda V – Resource Development Plan

Beth Hunt gave the report on the Resource Development Committee. She discussed several Focus areas for our board members to be concentrating on:

- Friend Acquisition – 20 new contacts, 5 new supporters.
- Donor engagement – increase average donor amount by 10%.
- Donor Retention - 75% (to remain from last year).
- Grant Development- 20% increase.

We discussed a theme for the year of “Share Our Story,” as a focus for social media. She asked that all members work hard this year to achieve these goals. The next meeting is scheduled for November 12.

Agenda –VI-Executive Director Report

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

- Fall ED/Board member Retreat will be November 5-7 in Asheboro and Eva Patterson Heath will represent our board.
- Resilient Children/Resilient Communities Action Planning Workshop will be held on Oct. 22 with the following partners attending: Robeson County Partnership for children, PSRC, Robeson County Department of Social Services and Robeson County Emergency Operations and United Way.
- Funding from Lumberton City Council for BakPak Pals in the amount of \$2000 and AT&T grant award in the amount of \$48,000 for a graduation coach at Red Springs High School were announced
- The Mattie C. Stewart Foundation Choice Bus will visit Lumberton Junior High and Magnolia on Nov. 19-20. This is sponsored through CISNC with help from corporate state partner State Farm.

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 8:25 am.

Recorded and Submitted,

Board Secretary



Connie Britt, Office Finance Manager

Eva Patterson Heath

CIS OF ROBESON COUNTY

BALANCE SHEET

November 15, 2019

\$ 11,484.00
6,365.44
3,333.34
21,171.78

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

\$36,074.48

at Lumbee Guaranty Bank - (CIS)

\$ 100,750.13
7,791.39
6,820.18
5,639.14
_ \$ 121,001.19

ACADEMY CASH ON HAND
Due from PRC - 029
Due from PRC - 050
Due from PRC - 060
AVAILABLE FOR ACADEMY OPERATIONS

\$75,362.07

at BB&T BANK (ACAD)

CIS OF ROBESON COUNTY
FINANCIAL REPORT
OCT 2019

[illegible]

CIS OF ROBESON COUNTY
FINANCIAL REPORT
OCT 2019

	ACCOUNT	EXPENSES	BUDGET	OCT	TO DATE	DIFFERENCE
1	5000	PAYROLL EXPENSES	323,481.00	23,286.70	94,473.84	229,007.16
2	5100	BENEFITS	31,067.00	2,164.69	8,247.59	22,819.41
3	5132	RENT	6,000.00	500.00	2,000.00	4,000.00
4	5562	TELEPHONE	4,200.00	442.59	1,827.27	2,372.73
5	6100	CONTRACTED SERVICES	40,000.00	3,333.34	13,333.36	26,666.64
6	6500	POSTAGE	465.00	0.00	110.00	355.00
7	6650	EQUIPMENT MAIN	300.00	0.00	0.00	300.00
8	6700/6800	PUBLICATION/DUES	500.00	150.00	150.00	350.00
9	6915	MILEAGE	2,400.00	345.11	670.08	1,729.92
10	7000	STAFF DEVELOPMENT	150.00	0.00	0.00	150.00
11	7100	SUPPLIES	7,000.00	72.13	395.44	6,604.56
12	7300	PROFESSIONAL FEES	2,500.00	0.00	0.00	2,500.00
13	7400	COMPANY INSURANCES	4,000.00	0.00	916.50	3,083.50
14	8800	FUND RAISING EXPENS	6,000.00	0.00	0.00	6,000.00
15	8901	MISCELLANEOUS	10,000.00	6,083.85	7,384.47	2,615.53
16	8916	GRASS ROOTS GRANT	2,500.00	0.00	0.00	2,500.00
17	8917	BAK PAK PALS	19,000.00	4,421.27	6,455.49	12,544.51
18	6400	GREAT LEAPS EXP	1,000.00	0.00	0.00	1,000.00
19	9901	UTILITIES	2,500.00	266.85	1,034.13	1,465.87
		TOTAL	463,063.00	41,066.53	136,998.17	326,064.83

CIS ACADEMY

	INCOME	BUDGET	OCT	TO DATE	DIFFERENCE
1	1-029-BEHAVIORAL SPECIALIST	29,106.00	0.00	0.00	-29,106.00
2	1-036-STATE DPI	876,183.00	117,157.00	292,061.00	-584,122.00
3	2-036-LOCAL MISCELLANEOUS	9,250.00	525.81	675.81	-8,574.19
4	2-036-LUNCH REIMBURSEMENT-LOCAL	35,250.00	2,762.43	5,051.88	-30,198.12
5	2-036-PSRC	65,138.00	0.00	17,111.15	-48,026.85
6	3-017-CTE PROGRAM	2,065.00	0.00	0.00	-2,065.00
7	3-050-TITLE ONE	43,508.00	0.00	4,132.52	-39,375.48
8	3-060-EXCEPTIONAL CHILDREN	24,822.00	0.00	4,100.00	-20,722.00
9	3-103-IMPROVING TEACHER QUALITY	7,495.00	0.00	0.00	-7,495.00
10	3-108-STUDENT SUPPORT & ACAD ENRICH	24,390.00	0.00	3,368.00	-21,022.00
11	3-115-STAFF DEVELOPMENT	10,000.00	0.00	7,278.00	-2,722.00
12	3-118-SPECIAL NEEDS	872.00	0.00	0.00	-872.00
	TOTAL INCOME	1,128,079.00	120,445.24	333,778.36	-794,300.64
	STATE EXPENSES	BUDGET	OCT	TO DATE	DIFFERENCE
1	SALARIES	512,253.00	43,036.54	144,706.95	367,546.05
2	TAXES	39,191.00	3,227.70	10,878.28	28,312.72
3	BENEFITS	39,062.00	2,952.82	9,295.78	29,766.22
4	WORKERS COMP/UMEMPLOMENT	2,200.00	0.00	0.00	2,200.00
5	WORKSHOPS	2,500.00	0.00	199.00	2,301.00
6	PRINTING & BINDING	1,000.00	0.00	622.79	377.21
7	MILEAGE	250.00	0.00	87.49	162.51
8	DUES/FEES	1,000.00	175.00	530.00	470.00
9	SUPPLIES	29,500.00	1,590.15	7,329.34	22,170.66
10	FURNITURE PURCHASE	2,500.00	0.00	0.00	2,500.00
11	EQUIPMENT PURCHASE	10,000.00	0.00	0.00	10,000.00
12	BEHAVIOR SPECIALIST (029)	29,106.00	2,231.71	7,791.39	21,314.61
13	CONTRACTED EC	6,500.00	903.50	1,314.00	5,186.00
14	ADMINISTRATION FEE	48,000.00	10,000.00	25,000.00	23,000.00
15	TECH SUPPORT	17,895.00	1,075.00	9,295.00	8,600.00
16	POSTAGE	250.00	0.00	241.00	9.00
17	TELECOMMUNICATIONS	750.00	0.00	0.00	750.00
18	UTILITIES	17,225.00	1,303.01	5,565.09	11,659.91
19	TRANSPORTATION COST	71,950.00	7,155.18	19,642.81	52,307.19
20	PURCHASE VEHICLE	5,625.00	0.00	5,625.00	0.00
21	MISC CONTRACTS	26,226.00	555.34	4,674.42	21,551.58
22	CLEANING SUPPLIES	7,500.00	0.00	792.59	6,707.41
23	INSURANCES	25,306.00	0.00	12,422.50	12,883.50
24	AUDIT	7,000.00	0.00	0.00	7,000.00
25	ADVERTISING	2,500.00	0.00	208.00	2,292.00
	TOTAL STATE EXPENSES	905,289.00	74,205.95	266,221.43	639,067.57

CIS ACADEMY
FINANCIAL REPORT OCT 2019

LOCAL EXPENSES		BUDGET	OCT	TO DATE	DIFFERENCE
1	SALARIES	18,000.00	0.00	0.00	18,000.00
2	TAXES	1,377.00	0.00	0.00	1,377.00
3	WORKSHOP EXPENSES	800.00	136.43	136.43	663.57
4	MILEAGE	2,400.00	0.00	51.30	2,348.70
5	SUPPLIES	5,693.00	200.00	1,484.03	4,208.97
6	EQUIPMENT PURCHASE	500.00	0.00	0.00	500.00
7	ADMINISTRATION FEE	26,000.00	0.00	0.00	26,000.00
8	MISC CONTRACTS	2,500.00	1,100.00	1,100.00	1,400.00
9	TELEPHONE	500.00	50.00	150.00	350.00
10	POSTAGE	250.00	0.00	0.00	250.00
12	BUILDING RENT	7,200.00	0.00	0.00	7,200.00
13	CONTRACTED FOOD /FOOD PURCHASE	44,418.00	4,186.65	5,447.35	38,970.65
	TOTAL LOCAL EXPENSES	109,638.00	5,673.08	8,369.11	101,268.89
FEDERAL EXPENSES		BUDGET	OCT	TO DATE	DIFFERENCE
1	3-017-CTE PROGRAM	2,065.00	0.00	0.00	2,065.00
1	3-050- TITLE ONE EXPENSES	43,508.00	3,138.13	10,952.72	32,555.28
2	3-060- IDEA EXCEPTIONAL CHILDREN	24,822.00	2,819.39	9,739.74	15,082.26
3	3-103 - IMPROVING TEACHING QUALITY	7,495.00	954.74	954.74	6,540.26
4	3-108-STUDENT SUPPORT & ACAD	24,390.00	0.00	6,728.00	17,662.00
5	3-115-STAFF DEC	10,000.00	0.00	9,216.47	783.53
6	3-118-SPECIAL NEEDS	872.00	0.00	872.48	-0.48
	TOTAL FEDERAL EXPENSES	113,152.00	6,912.26	38,464.15	74,687.85
OVERALL TOTALS		BUDGET	OCT	TO DATE	DIFFERENCE
1	STATE TOTALS	905,289.00	74,205.95	266,221.43	639,067.57
2	LOCAL EXPENSES	109,638.00	5,673.08	8,369.11	101,268.89
3	FEDERAL EXPENSES	113,152.00	6,912.26	38,464.15	74,687.85
	TOTAL EXPENSES	1,128,079.00	86,791.29	313,054.69	815,024.31

CIS Board Meeting 11/20/2019

1. Current Enrollment for 2019-2020 (119 students) –
2. 2019-2020 NC Charter School Performance Framework –
3. Say Something Anonymous Reporting System / Student Training –
4. Lumbee Tribe – Programs/Resources – October 21st – *shared Programs* –
5. Indian Heritage Program (Oct 28th) –
6. Benchmark Assessment #1 (Oct 28th - Nov 6th) – *NC check in* –
7. Mr. Jef's Residency (Nov. 4th – 8th) – *went well* –
8. Pitch Competition @ UNCP Hub (Nov. 14th) – *won* –
9. NC Entrepreneurial Ecosystem Summit / Naomi Blackwell (Nov. 19th) –
10. Pen Pals @ UNCP (Nov. 20th) –
11. Christmas Show @ Carolina Civic Center (Nov. 25th) –
12. Make-Up Day (November 27th) – *1:00 dismiss*
13. Title I Monitoring Review –
 - Documentation – November 29th
 - Interviews (Parents, Teachers, & Administration) - December 5th
14. Website Updates –
15. Christmas Program (TBD) –

NOVEMBER, 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**
 - Eva Patterson Heath report out on Fall ED/Board member Retreat November 5-7. *out*
 - Resilient Children/Resilient Communities Action Planning Workshop follow up will be held on Tuesday, December 5 from 9-10:30 at the county EOC facility. The Partners include the Robeson County Partnership for Children, PSRC, Robeson County Department of Social Services and Robeson County Emergency Operations and United Way.
- **Diversify and strengthen Board of Directors**

Ensure organizational sustainability

- **Generate funding to sustain operations and support future growth**
 - Request to JCPC for \$10,000+ on Raise the Age to address the need of a peer mediator at Red Springs High School

Deliver and sustain high quality student supports leading to positive impacts

- **Explore options for expansion within district**
 - AT&T Graduation Coach at Red Springs High School, where the cohort graduation rate falls below 85%, begins work today. Kayla Kerns will work in conjunction with our current Student Support Specialist to target 11th and 12th graders who may be at risk of dropping out.
 - NC Department of Public Instruction Extended Learning and Integrated Student Supports (ELISS) grant was submitted on Oct. 11. Working with W. H. Knuckles, Carroll Middle and Lumberton Junior, we hope to add Student Support Specialists at each school as well as after school programming. Funding for this has not been approved by the legislatures, so none of the grants have been review to date.
 - *JCPC program monitoring 11/21 at Red Springs Middle*
- **Increase implementation of evidence-based programming for students**
 - The Mattie C. Stewart Foundation Choice Bus visit at Lumberton Junior and Magnolia has been postponed til the first of the year due to a scheduling snafu by the Foundation...double booked with a week- long visit in SC!