

MINUTES OF A MEETING OF THE BOARD  
CAROLINA SCHOOL for INQUIRY  
RICHLAND COUNTY, SOUTH CAROLINA  
JULY 25, 2006

**Place and Time of Meeting**

The regular meeting of the Carolina School for Inquiry Board was held at Carolina School for Inquiry, 7405-A Fairfield Road, Columbia, South Carolina, on Tuesday, July 25, 2006 at 6:30 pm pursuant to notice having been duly given to the media and to all members of the Board in accordance with the rules of the Board.

**Call to Order/Roll Call**

The following members were present:

Jeannie Eidson, Trina Randle, Mark Roberts, Courtney Simmons, Quinton Epps

Members absent: Sue Carstensen, Han von Rautenfeld

Additional attendees were: Stacie Mandrell, Victoria Dixon-Mokeba, Kathy Duffy-Thomas, Bill Moser, Regina Williams and Vickie Laughlin

*Approval of Minutes*

A motion to approve the minutes from July 11, 2006 as revised by Jeannie Eidson was made by Quinton Epps and seconded by Courtney Simmons.

Public Comments: None

**Officer and Committee Reports:**

*Building Committee:* Jeannie Eidson reported she is meeting with Ernie Bonitz regarding the lumps in the carpet and the entrance. She is also working with RCRC to resolve the outside paint issues. Ms. Eidson would like to get someone to steam clean the bathrooms before school starts.

*Director's Report* – Victoria Dixon-Mokeaba  
See Attached<sup>1</sup>

*Curriculum Coordinator's Report:*

Ms. Mandrell is working to obtain the FOSSI science kits through Richland School District 1. She stated that she needed to order some reading materials from Kaplan. She is also working on math materials from the manufacturer/distributor. These materials are strictly Inquiry Based and have never been used in the state of South Carolina before.

*Interview Committee's Report* – Victoria Dixon-Mokeaba

---

Ms. Dixon-Mokeba recommended an offer be extended to Dr. Samuel Darko for the purpose of Spanish, African Drumming and Dance Education. Courtney Simmons moved to make the offer. Mark Roberts seconded the motion and it passed without objection.

### **New Business:**

#### *Nomination/Election for Broad Secretary/Treasurer*

Ms. Eidson explained the need to have a Board Secretary/Treasurer. Quinton Epps volunteered to serve in this capacity. Ms. Eidson made a motion for the board to elect Mr. Epps to the position of Secretary/Treasurer of the Board. Seconded by Courtney Simmons and Trina Randall. The motion was passed without objection.

#### *Report and approval of Financial Statements – Bill Moser*

Mr. Moser explained in depth the financial report that will be distributed to the Board Members monthly. He detailed the weak points and offered suggestions on how to allocate future funds. It was decided that the financial committee would meet to discuss the budget issues and make recommendations.

Jeannie Eidson initiated a discussion on how to allocate the partial funds Mark Roberts has secured from grant partnership money for the after school program. The board is open for suggestions and further discussion on this topic.

Stacie Mandrell announced that the playground equipment was delivered. RCRC has agreed to assist with the digging of holes for installation.

Ms. Eidson also announced RCRC is up for accreditation and will host a dinner at the school on Tuesday, August 1, 2006.

Kathy Duffy-Thomas presented the *Articles of Incorporation* for the Board to reaccept the “no members” phraseology. Motion to approve and accept was made by Mark Roberts, seconded by Courtney Simmons. Motion was approved and accepted with no objections

Mark Roberts informed the board he is working on changing the web page address from .com to .org. This change will happen soon. Email addresses connected to the .com web site will not have forwarding capabilities. A motion to make this change was made by Ms. Simmons, seconded by Trina Randall. Motion approved and accepted with no objections.

A motion to adjourn was made by Courtney Simmons and seconded by Mark Robert. The motion passed without objection.

## Carolina School for Inquiry

7405-A Fairfield Road  
Columbia, South Carolina, 29203  
803-691-1250

*The mission of the Carolina School for Inquiry is to teach a diverse population of children in an atmosphere of kindness that encourages active inquiry, fosters individual growth and promotes respect for self, others and the world in which they live.*

### Director/Lead Teacher's Report

#### Old Business:

- Executive Session...
- Faculty Training July 21, 2006 @ the Bishop Gravatt Center -canceled
- Student Handbook and Employee Personnel Handbook ready for review

#### FYI-Ongoing Projects:

##### **Dr. Samuels**

Continuously making contacts within the community in an effort to secure donations and funding for CSI

##### **Lauri Kemmerling**

In process of receiving first aid kits for each classroom.

##### **Chris Richards**

SMART Boards

Fundraiser for the CSI refurbishing computer cartridges

#### New Business

##### New Hires-

##### Update from Richland School District One (R1) contacts

- Met with Dr. Coles, R1 Superintendent on 7/ /06
- Met with Donna Hammett (Charter School Liaison) / Wanda Whatley-Curriculum & Instruction-all R1 staff very supportive and helpful.
- R1 will assign me and e-mail account to receive information designated for administrators
- Marliyn Davis (special ed) released records of students with IAP's/IEP/s
- R1 Personnel Director Dr. Brook-Goings will administer ADEPT training on site within the 1<sup>st</sup> 20 days of school for our employees. Mrs. Kemmerling and Mr. Richards will go through the Induction Process and will attend monthly classes offered by R1 as required by the State Department of Education. Mrs. Mandrell will go through TEAM since she taught at a military school. Dr. Samuels, Mr. Barr and Mrs. Washington will be placed on Goals Based Evaluation. The following Evaluative Teams have been established:

<b>Stacie Mandrell-TEAM</b>	<b>Chris Richards-Induction</b>	<b>Lauri Kemmerling-Induction</b>
Dr. Susi Long Dixon-Mokeba	Stacie Mandrell-Mentor Terri Washington-Teacher Evaluator Dixon-Mokeba-Administrator	Dr. Samuels-Mentor Mandrell-Teacher Evaluator Dixon-Mokeba- Administrator

- SASSI Training will be administered as soon as the new computers are installed
- Majorie Moore, Lead RN for R1 will go over OSHA guidelines and requirements on site at CSI for the staff on August 9, 2006
- Technology report per Dr. Darko's analysis:
- Dr. Julia Gregory (Professional Development Coordinator) invited me to attend the Leadership Institute for Administrators through R1 July 25-27, 2006.

Hello Victoria,

Please find attached herein a list of supplies needed for the classrooms internet connectivity and security. As per my inspection, we are in very good shape now when it comes to our computers. Based on the usage, data processing, internet surfing and teaching purposes we do not need to invest into new computers right now. The only time we will need new computers is if we are required to do heavy computations or data analysis. What we have now can serve us very well. As you will observe, the list does not contain quotes for the ethernet cords and softwares respectively because I have not gotten a better quote for the softwares. I should have a quote for you by Monday so we can get everything setup by the end of next week. Please don't hesitate to contact me if any further information is needed.

Best regards,

**See attachments**

**Other Business**

- **School Nurse:** Students with serious medical needs are required to have an Individualized Health Plan (IHP) written by a school nurse in an effort to design a plan for emergencies. Possible solutions:
  - Contract our services for an RN
  - RCRC is hoping to implement a free Health Clinic on site. We could partner with them and utilize the nurse on site.
  - I'm in contact with the Dean of Nursing for Student Services, Alice Adkins, at USC in an effort to form a partnership.
- **Employment-** Mrs. Pam Meriwether has decided not to teach Yoga this year due to obligations establishing and maintaining her family business.
- **Enrollment-** Our enrollment is steady. We have a waiting list for every grade excluding grade 5. Applications and new families are arriving daily.
- **Partnership RCRC-** Going through the accreditation process. Evaluators will be on site next week. Linda Carter will host a lunch for them on Tuesday, August 1, 2006 in the media center or the cafeteria, depending on the number present. Jeannine Eidson and I have been invited to a reception on Monday, July 31, 2006 at 6:30 pm. The reception will be held at McCrory Gallery 1260 Assembly Street.

- I serve as Vice President for the Columbia Area Reading Council (CARC) and the Richland One contact. Teacher membership \$10.00 per year. Spring Banquet will host E.B. Lewis, famous illustrator. I would like to secure him a day for our school and possibly something for families and community members in the evening. His fee is \$2,400.00. To offset the cost I can partner with another school (Dr. Heyward Evans at C.A. Taylor Elem. in Lexington 2 would like to partner with CSI) and have Mr. Lewis come for half the day @\$1,200.00 each.
- After School Grant-
- Other

