



Kestrel Heights Public Charter School

Board Meeting

Date and Time

Tuesday September 11, 2018 at 6:30 PM EDT

Location

4900 Prospectus Dr. Durham, NC 27713

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
<p>A. Record Attendance and Guests</p> <p>Please note which board members are present and absent for the Secretary.</p>		Brandon Paris	1 m
<p>B. Call the Meeting to Order</p> <p>The meeting will be called to order by the Chair.</p>		Brandon Paris	1 m
<p>C. Approve Minutes</p> <p>The meeting minutes from the previous month (regular meeting and special meeting) will be reviewed and voted for acceptance barring any agreed amendments.</p> <p>Approve minutes for Board Meeting on August 14, 2018</p>	Approve Minutes	Mary Bennett	5 m
<p>D. Public Comment</p> <p>At each regular and special meeting which is open to the public, members of the public and employees of Kestrel Heights shall be afforded time, subject to reasonable constraints, to comment to the board.</p> <p>Public/employee comments and questions shall be:</p> <ol style="list-style-type: none"> 1) Limited to three minutes (2 minutes). 2) Directed to the Board and not to individual members. 3) Presented in a professional demeanor and not in a threatening, profane, vulgar or abusive manner. 4) Topics that are relevant to the business matters of the Kestrel Board of Directors. 5) Recognized after speaker provides their name to the Board President prior to addressing the Board. <p>It shall be the decision of the Board if it is appropriate to respond to a question and which Board member will respond. The Board encourages all comments/questions to be submitted in writing to the board following the two minutes to ensure the entire message is heard by the board.</p> <p>Individuals who engage in repetitive comments/questions will be asked to refrain and/or yield the floor.</p>		Brandon Paris	10 m
II. Other Business			6:47 PM
<p>A. Board on Track Training</p> <p>Dr. Miller will provide the Board with tips on how to use Board on track more effectively.</p>	FYI	Tom Miller	5 m

B. Hurricane Preparation Update	FYI	Jim Carter	5 m
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Mr. Carter will share what he and the staff are doing in order to prepare for the upcoming hurricane.

III. Governance 6:57 PM

A. Annual Policy Review	Discuss	Mark Tracy	10 m
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The Board of Directors will annually review all polices and staff handbooks, the schedule is below. For the month of September the board is complete the 1st read of the School and Community Policy

Staff Handbook

June (First Read)
 July (Second Read)
 August (Board Approval)

School and Community Policy Section

September (First Read)
 October (Second Read)
 November (Board Approval)

Finance Policy Section

December (First Read)
 January (Second Read)
 February (Board Approval)

Employee Policy Section

March (First Read)
 April (Second Read)
 May (Board Approval)

IV. Executive Director Report 7:07 PM

A. Enrollment Efforts for the 2018-19 School Year	Discuss	Suzanne Vargas	10 m
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A brief review of all efforts that were made to increase student enrollment for the 2018-19 school year.

B. Enrollment	FYI	Suzanne Vargas	5 m
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Ms. Vargas will provide a review of enrollment numbers from the onset of the school to the present and respond to any questions about the process.

C. End of Grade Preliminary Results	Discuss	April Goff	5 m
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Ms. Goff will present the preliminary EOG results for the 2017-18 school year and provide a high level overview of what is being done to improve these results.

D. Beginning of Year Update	FYI	April Goff	5 m
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Principal Goff will provide a brief summary of the start of the school year, identifying positives and areas of growth.

E. Academics	Discuss	April Goff	5 m
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Ms. Goff will provide an update on the implementation of the 5 year Academic Strategic Plan.

F. Special Education, Academically and Intellectually Gifted, and English as a Second Language Update	FYI	Tonya Jackson	10 m
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Ms. Jackson will present a brief update on the EC, AIG, and ESL. Providing information on size of each programs and funding sources.

G. Beginning Teacher Support Program Plan	Vote	Sam Villegas	5 m
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Annually the Board of Directors must approve the BTSP plan. Ms. Villegas supports this program and will present the recent changes and respond to board questions. This is an action item.

H. Executive Director Monthly Report	FYI	Mark Tracy	5 m
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Board Members will have time to ask Executive Director specific questions pertaining to his monthly report.

I. Performance Framework and Charter Renewal	FYI	Mark Tracy	1 m
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Monthly updates on our progress toward the performance framework and charter renewal.

J. Staffing	Vote	Mark Tracy	5 m
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V. Finance 8:03 PM

A. Operating Budget Updates	FYI	Mark Tracy	1 m
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Discuss the Operating Budget (discussed in Executive Director Section)

B. Tri Cam Expense Update from Attorney Bowens	FYI	Stefan Bowens	5 m
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Attorney will provide the board an update on the conversation with Tri Cam in regards to charges for facility use.

C. End of Year 2017-2018 Budget Review	FYI	Mark Tracy	1 m
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No Update this month but will keep on agenda until the budget is finalized. Expenses from the previous fiscal year continue to hit our account several months after the end of the fiscal year.

D. Capitola Property	Discuss		5 m
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The contract pertaining to the Capitola property was canceled during the Due Diligence process. The board will discuss how they would like to proceed as it pertains to this property.

E. Charter School Initiative Bill (Closed Session)	Vote	Stephon Bowens	5 m
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§ 143-318.11. Closed sessions.

(a) Permitted Purposes. - It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

(1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.

VI. 2018-2019 Kestrel Heights Objectives 8:20 PM

A. Overview of the School's 2018-2019 Objectives	Discuss	Mark Tracy	30 m
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B. Mission, Vision, and Strategic Planning Process	Discuss	Brandon Paris	60 m
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VII. Closing Items 9:50 PM

A. Adjourn Meeting	Vote		
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