



Kestrel Heights Public Charter School

Board Meeting

Date and Time

Tuesday November 13, 2018 at 6:30 PM EST

Location

4900 Prospectus Dr. Durham, NC 27713

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
A. Record Attendance and Guests Please note which board members are present and absent for the Secretary.		Brandon Paris	1 m
B. Call the Meeting to Order The meeting will be called to order by the Chair.		Brandon Paris	1 m
C. Approve Minutes The meeting minutes from the previous month (regular meeting and special meeting) will be reviewed and voted for acceptance barring any agreed amendments. Note: Need to approve Emergency Meeting Notes from 8/17 as well.	Approve Minutes	Mary Bennett	5 m
D. Public Comment 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. Public/employee comments and questions shall be: 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. 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. Individuals who engage in repetitive comments/questions will be asked to refrain and/or yield the floor.		Brandon Paris	10 m
II. Finance			6:47 PM
A. Update on Operating Budget Implementation	FYI	Mark Tracy	5 m

Dr. Tracy will provide an update on the implementation of the new budget (Staffing Changes and Line Item Adjustments).

B. Capitola Property	Vote	Mark Tracy	10 m
Review and identify a real estate broker for the sale of the Capitola property.			
C. Review of Updated 2018-19 Operating Budget	FYI	Mark Tracy	5 m
Dr. Tracy will present the End of Year fiscal report for the 2017-18 school year.			
D. Monthly Budget Report	FYI	Mark Tracy	2 m
Review of the monthly expenses from the school through the month of September.			
E. Management's Discussion and Analysis (June 2018) Audit Information	Vote	Bre Buckholz	5 m
The Board must approve the Management Discussion and Analysis provided by our Auditors.			

III. Governance 7:14 PM

A. Annual Policy Review	Discuss	Mark Tracy	10 m
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The Board of Directors will annually review all policies 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)

B. Year Round Calendar	Discuss		5 m
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Continue the discussion and planning for potentially transitioning to a Year Round calendar for the 2020-2021 school year.

IV. 2018-2019 Kestrel Heights Objectives 7:29 PM

A. Overview of the School's 2018-2019 Objectives	Discuss	Mark Tracy	10 m
B. Mission, Vision, and Strategic Planning Process	Discuss	Brandon Paris	60 m

V. Executive Director Report 8:39 PM

A. 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.

B. Every Student Succeeds Act (ESSA) FYI April Goff 5 m

The board will receive updated information on ESSA, what our status is, and what we are to do to change our status. This is intended to provide the board with a FYI. If needed the board can receive an in depth in November.

C. Tri Cam Expense Update from Attorney FYI Stefan Bowens 2 m
Bowens

Attorney will provide the board an update on the conversation with Tri Cam in regards to charges for facility use.

D. Performance Framework and Charter FYI Mark Tracy 1 m
Renewal

Monthly updates on our progress toward the performance framework and charter renewal.

E. Staffing Vote Mark Tracy 1 m

VI. Closing Items

8:53 PM

A. Adjourn Meeting Vote