



# Kestrel Heights Public Charter School

## Board Meeting

**Date and Time**

Tuesday November 12, 2019 at 6:30 PM EST

**Location**

4700 S Alston Ave, Durham, NC 27713 (Grades 6 to 8 building)

**Agenda**

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:30 PM</b>
<b>A. Record Attendance and Guests</b> Please note which board members are present and absent for the Secretary.		Shani Foy-Watson	1 m
<b>B. Call the Meeting to Order</b> The meeting will be called to order by the Chair.		Josephe Featherstone	1 m
<b>C. Minutes: July 10, 2019 Emergency Board Meeting</b>  Minutes from Emergency Meeting on July 10, 2019.	Approve Minutes	Shani Foy-Watson	3 m
<b>D. Minutes: July 16, 2019 Special Meeting</b>  Approve minutes submitted for the July 16, 2019 Special Meeting	Approve Minutes	Shani Foy-Watson	3 m
<b>E. Minutes: August 10, 2019 Board Retreat</b>  Minutes from August 10, 2019 Board Retreat	Approve Minutes	Shani Foy-Watson	3 m
<b>F. Public Comment</b>  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 two 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.		Brandon Paris	10 m

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.

**II. Finance**

**6:51 PM**

**A. Charter Success Partners Presentation** FYI Bre Buckholz 30 m

Charter Success Partners will provide a presentation on their budget process and the status of KHS.

**B. Monthly Budget Report** FYI Mark Tracy 5 m

Dr. Tracy will review the monthly budget report.

There are two line items (technology and student services) that are over budget.

As of the report it appears that the school will spend \$400,000 more than originally budgeted, it is unclear and timing of the report has not provided the adequate time to work with CSP to determine the large jump from September to October.

Recent submissions to CSP to update the budget may have resulted in a change in the budget.

**III. Governance**

**7:26 PM**

**A. Charter Renewal and Performance Framework** FYI Mark Tracy 10 m

Dr. Tracy will provide an update on the CSAB Presentation for November 13 at 10:45.

- 1. Renewal Information
- 2. Graduation Response

Dr, Tracy will provide a status update on the 2019-2020 Performance Framework:

December 13: LIEP Service Chart (New Standard)

All charter schools with EL students must complete the LIEP service chart and submit to NCDPI through Epicenter by December 13, 2019. Title III subgrantees submit their LIEP service chart through the Comprehensive Continuous Improvement Plan (CCIP) during the consolidated application window.

**B. Mission/Vision Process** Discuss Brandon Paris 30 m

**C. Policy Review** Discuss Josephe Featherstone 10 m

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)

**D. Educational Model Review** FYI Mark Tracy 30 m

The Board of Directors will determine the next steps on determining the next model for KHS.

**E. Executive Director Report** FYI Mark Tracy 15 m

Dr. Tracy will present his monthly report on the status of the school.

**IV. Closing Items**

**9:01 PM**

