



# Kestrel Heights Public Charter School

## Regular Board Meeting

### Date and Time

Tuesday July 21, 2020 at 6:30 PM EDT

### Location

Virtual Meeting via Zoom

Meeting ID: 917 6505 0859

Dial by your location

- +1 929 205 6099 US (New York)
- +1 267 831 0333 US (Philadelphia)
- +1 312 626 6799 US (Chicago)
- +1 470 250 9358 US (Atlanta)

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:30 PM</b>
Opening Items			
<b>A. Record Attendance and Guests</b>		Shani Foy-Watson	1 m
Please note which board members are present and absent for the Secretary.			
<b>B. Call the Meeting to Order</b>		Josephe Featherstone	1 m
The meeting will be called to order by the Chair.			
<b>C. Public Comment</b>		Josephe Featherstone	10 m
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.			
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.			
<b>D. Approve April 2020 Meeting Minutes</b>	Approve Minutes	Shani Foy-Watson	5 m

Approve minutes for Board Meeting on April 14, 2020

**E. Approve May Meeting Minutes** Approve Minutes Shani Foy-Watson 5 m

Approve minutes for Board Meeting on May 12, 2020

**F. Approve June Meeting Minutes** Approve Minutes Shani Foy-Watson 5 m

Approve minutes for Board Meeting on June 9, 2020

**II. Presentations**

**6:57 PM**

To allow staff and visitors the opportunity to present at the onset of the meeting.

Presentations are taken out of the larger Sections and thus may not be directly aligned or not provided when other Sections are discussed (Academics, Finance, Governance)

**A. Jumpstart Update** FYI Sam Villegas 15 m

Dr. Tracy will update the Board of Directors on the Jumpstart program (Reading and Math support for rising 1st-4th grade scholars):

The Summer Jumpstart provides a supplemental summer learning program for students whose learning has been negatively affected by the impacts of COVID-19. This program provides targeted online instruction to scholars in grade K-4 who were not on track to meet year-end expectations based on diagnostic assessments completed prior to March 16, 2020. All instruction is being provided via Google Classroom and allows for both live and prerecorded instruction.

**B. 2020-2021 Medical Benefits Renewal** Vote Bre Buckholz & Jerod Cohn 30 m

Ms. Buckholz in conjunction with Mr. Cohn will present the Medical Benefits Package for the KHS staff for the 2020-21 school year. The Board of Directors will need to vote on this agenda item.

**C. Bond Discussion** Vote Brandon Paris 30 m

Board will continue their conversation pertaining to a Bond proposal and potential campus expansion.

Mr. Paris will introduce Mr. Justin Matthews as a potential contractor to support the Bond and facility upfit process.

**III. Governance**

**8:12 PM**

**A. Board Member Recruitment** Discuss Josephe Featherstone 30 m

The Board of Directors will discuss the current Board structure and determine plans for recruitment and replacement of expiring members. The Board will look at the professional areas of need to have a diverse experienced Board of Directors.

Board Elections traditionally occur in July.

**B. Board Elections for the 2020-21 School Year** Discuss Josephe Featherstone 30 m

Mr. Featherstone will guide the board in order to establish a clear timeline to hold board elections.

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

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

**D. Policy Review** Discuss Josephe Featherstone 20 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)

**E. Revised Mission (Update)** Discuss Mark Tracy 15 m  
Dr. Tracy will update the Board on the Mission Process.

All items except the signed cover letter have been submitted to DPI. Once that has been signed then the entire process will have been completed.

**F. 2020-21 Accreditation Process** FYI Mark Tracy 2 m  
During the 2020-21 school year, Kestrel Heights Charter School is up for our Accreditation Renewal. Dr. Tracy will provide monthly updates to the Board of Directors to keep them abreast of the process.

The formal Accreditation visit will be on **February 7-9, 2021**  
February 7, 2021- Team Arrival  
February 8-9, 2021 On-site Engagement Review  
February 9, 2021 Team Departure

**IV. Finance** **10:04 PM**

**A. Monthly Budget Report** FYI Mark Tracy 10 m  
Dr. Tracy will present a review of the monthly budget. This section is a summary from the Executive Director and the Board Monthly Budget Report.

At the time of this submission, the school had not received the June 2020 reports.

**V. Academics** **10:14 PM**

**A. Return to School Proposal** Vote Mark Tracy 60 m  
Dr. Tracy will present the Hawks Home Academy and the Hawks at Home Virtual Academy. The board will be voting to determine the method for restart in the fall of 2020.

**VI. Closed Session** **11:14 PM**

**A. Closed Session: Staffing 2020-2021** Vote Mark Tracy 15 m  
Dr. Tracy will provide an update on the staffing changes for the 2020-21 school year.

§ 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:

(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications,

competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.

**B. Closed Session** Discuss Stephon Bowens 30 m  
Mr. Bowens will provide the board an update on recent legal matters for the school.

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To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.

**VII. Closing Items** 11:59 PM

**A. Adjourn Meeting** Vote 3 m