



Kestrel Heights Public Charter School

Regular Board Meeting

Date and Time

Tuesday September 8, 2020 at 6:30 PM EDT

Location

**Kestrel Heights
4700 South Alston Ave.**

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
Opening Items			
A. Record Attendance and Guests Please note which board members are present and absent for the Secretary.		Shani Foy-Watson	1 m
B. Call the Meeting to Order The meeting will be called to order by the Chair.		Josephe Featherstone	1 m
C. 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 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.		Josephe Featherstone	10 m
D. Approve August 2020 Regular Board Meeting Minutes Approve minutes for Regular Board Meeting on August 11, 2020	Approve Minutes	Stephanie McGarrah	5 m
II. Presentations			6:47 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. Athletic Director Annual Report Discuss Ron Hess 10 m

Coach Hess will share the current status of the Athletic Department, the plans as of today for Winter and Spring, and the overall direction of the athletic program.

B. BTSP Program Review and Annual Report FYI Samantha Villegas 5 m

Ms. Villegas will provide an annual update on the Beginning Teacher Support Program. She will provide the total number of teachers in the program for this year and the result of the state audit/review.

C. Title I Parent & Family Engagement Policy and the School-Parent-Student Compact FYI Tonya Jackson 5 m

Ms. Jackson will share the Title I Parent & Family Engagement Policy and the School-Parent-Student Compact for the Board of Directors.

Here is a link to the information being presented:

<https://drive.google.com/drive/folders/1je08rYZL0hGFL2a8PW-9j3PYVW7VtMGs>

D. Accident and Medical Insurance Renewal Vote Bre Buckholz 10 m

Ms. Buckholz will present an updated Accident and Medical Insurance for the 2020-21 school year.

E. Title IX Policies Vote Bre Buckholz 15 m

Ms. Buckholz will provide three new Title IX policies that align with recent legislative changes.

F. Fidelity Bond Requirement Vote Bre Buckholz 10 m

Ms. Buckholz will present on the Fidelity Bond requirement for our retirement program for the 2020-21 school year.

Details:

3 year Fidelity Bond
September 2020-September 2023
\$3,750

or

1 Year Fidelity Bond
September 2020-September 2021
\$1,500

G. Human Resources and Business Office Annual Update FYI Bre Buckholz 10 m

Ms. Buckholz will provide an annual update on the Human Resources and Business Office.

III. Governance

7:52 PM

A. Board Membership (New Approvals) Vote Josephe Featherstone 5 m

Vote to renew board membership of Brandon Paris for another term with the KHS board.

B. Executive Director Report FYI Mark Tracy 15 m

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

C. 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)

D. 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

E. Kestrel Staff Board of Director Representation Discuss Josephe Featherstone 10 m

Mr. Featherstone will discuss the current staff Board representatives and develop plans for succession.

IV. Finance 8:44 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 August 2020 reports.

B. Updated Budget based on Projected ADM FYI Mark Tracy 2 m

Dr. Tracy will provide an updated budget based on the projected ADM.

Please note that for a variety of reasons the draft budget was not completed. As opposed to eliminating the agenda item, Dr. Tracy will provide a brief update and provide a map for how this process will be resolved.

1. 20 Day ADM is Sept 14
2. Review budget for reductions
 1. We have increased budgets around transportation, technology, textbooks, and facilities
3. Review Staffing for Reductions

V. Academics 8:56 PM

A. Return to School Proposal Vote Mark Tracy 15 m

Dr. Tracy will present on the progress of the Hawks at Home Virtual Academy.

Dr. Tracy will share his screen to show the responses to the 1st week's Parent and Staff Survey.

VI. Closed Session

9:11 PM

A. Enter Closed Session

Vote

Josephe Featherstone

5 m

The Board will enter Closed Session under NCGS § 143-318.11(a)(3), (5), and (6).

(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.

VII. Closing Items

9:16 PM

A. Adjourn Meeting

Vote

3 m