



Kestrel Heights Public Charter School

Regular Board Meeting

Date and Time

Tuesday June 8, 2021 at 6:30 PM EDT

Location

Board meetings can be accessed virtual via the following link:

<https://zoom.us/j/97270389749?pwd=VIEyYlVVL2V1THlZdnVleUZSUmU2Zz09>

Meeting ID: 972 7038 9749

Password = KHCS

Password is KHCS

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
Opening Items			
A. Call the Meeting to Order		Josephe Featherstone	1 m
The meeting will be called to order by the Chair.			
B. Public Comment Submission			1 m
Please sign up for public comment, given the virtual setting, please enter your name in the comment section. Please note the Public Comment expectations. The Board will first record those in attendance and approve the minutes, after that process, the Board will listen to public comments.			
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.			

	Purpose	Presenter	Time
C. Record Attendance and Guests		Stephanie McGarrah	1 m

Please note which board members are present and absent for the Secretary.

D. Approve May 2021 Regular Board Meeting Minutes	Approve Minutes	Stephanie McGarrah	5 m
Approve minutes for Regular Board Meeting on May 11, 2021			

E. Public Comment		Joseph Featherstone	10 m
--------------------------	--	---------------------	------

At each regular and special meeting which are 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.

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 after the two minutes to ensure the entire message is heard by the board.

Out of respect of time, individuals who engage in repetitive comments/questions will be asked to refrain and/or yield the floor.

II. Key Agenda Items & Presentations

6:48 PM

The Board has prioritized the agenda to start the meeting with the most impactful agenda items to the school's mission and goals. The Board has also strategically placed all presentations at the onset to allow staff and visitors the opportunity to present at the onset of the meeting.

Presentations may be taken out of the larger Sections and thus may not be directly aligned or not provided when other Sections are discussed.

A. Marketing Update	FYI	Jennifer Lucas	5 m
----------------------------	-----	----------------	-----

Marketing report to be submitted.

B. Strategic Planning Update	FYI	Mark Tracy	3 m
Ten Square Consultants or Dr. Tracy will provide a monthly update on the Strategic Planning process.			

June 2021 Update

- 1) TenSquare shared a survey with the Strategic Planning Team to get feedback on the SWOT Analysis and Landscape.
- 2) We discussed survey feedback and findings during the Team's May 20 meeting.
- 3) TenSquare then prepared an initial Roadmap for Change. During the June 3 meeting, the Team reviewed and provided feedback on the Roadmap.
- 4) Over the course of the next month, TenSquare will work with Team members (and others, if needed) to build out the more detailed five-year plan.

C. Mind Brain Education		Stacy Kennedy	3 m
--------------------------------	--	---------------	-----

Monthly the administration will provide an update on the progress for implementing Mind Brain Education.

June Update

	Purpose	Presenter	Time
Professional Development Optional Pacing			
May 7th: Track 1: Learning Environments opens to staff			
June 7th: Track 2: Curriculum Design opens to staff			
July 7th: Track 3: Pedagogy & Assessment opens to staff			
August 7th: Track 4: Student Success & Well-Being opens to staff			

- We are not requiring the staff to immediately engage with these materials, however, we wanted to give staff the option of working through the modules over the summer if they preferred. The MBE Sub-Committee will work over the summer to create the activities for the four staff MBE Community Learning events!

D. Blended Learning Update	FYI	Samantha Villegas	3 m
-----------------------------------	-----	----------------------	-----

Monthly the administration will provide an update on the progress for implementing the Blended Learning Model.

June Update (From Ms. Villegas)

The Blended Learning Committee is beginning to identify professional development topics for the 21/22 school year to ensure a successful implementation process. The hope is to identify teachers that can serve as "model classrooms" that can be used to create and share professional development.

E. 2020-21 Accreditation Process	FYI	Andrew Touchette	10 m
---	-----	---------------------	------

During the 2020-21 school year, Kestrel Heights Charter School is up for our Accreditation Renewal. Mr. Touchette will provide monthly updates to the Board of Directors to keep them abreast of the process.

June Update

Final Accreditation Results and Areas of Growth

F. Facilities Sub-Committee	Vote	Brandon Paris & Robin Clement	10 m
------------------------------------	------	--	------

The Facilities sub-committee (which is a sub-committee of the Finance Committee) will provide a monthly update to the Board.

G. Annual Medical Insurance (First Read/Vote)	FYI	Bre Buckholz	2 m
--	-----	--------------	-----

Ms. Buckholz will present the findings from our Medical Insurance Brokers' findings for updated insurance rates for the 2021-22 School Year.

III. Academics

7:24 PM

A. End of Year iReady Results	FYI	Mark Tracy	10 m
--------------------------------------	-----	------------	------

Dr. Tracy will provide an overview of the End of Year iReady results. Results are provided in both reading and math. There are 3 reports:

1. Status Report provides data on how many scholars completed the diagnostic
2. Result Report provides data on how the scholars scored on the diagnostic (grade level proficiency)

	Purpose	Presenter	Time
3. Growth Report provides data on how the scholars grew from BOY to EOY diagnostic			

IV. Operational Reports

7:34 PM

Dr. Tracy will provide monthly updates to matters pertaining to the operation of the school.

A. Executive Director Report	FYI	Mark Tracy	5 m
Dr. Tracy will present his monthly report on the status of the school.			

B. Monthly Budget Report	FYI	Mark Tracy	5 m
Dr. Tracy will present a review of the monthly budget.			

C. Budget Request: LED Sign for School	Vote	Mark Tracy	5 m
Dr. Tracy will present a quote for a new sign for outside the school. The funds for this project will be reverted from the Parent Center Upfit.			

D. Return to School 2021-22	FYI	Mark Tracy	15 m
Dr. Tracy will provide an update on the return of scholars on the plans for the 2021-22 school year.			

1. Updated safety regulations (Link Below)
 1. From the Toolkit: Kindergarten – 12th Grade Students: Schools **should** return to in-person instruction to the **fullest extent** possible up to **five days** per week while following all public health protocols in the StrongSchoolsNC Toolkit. The school must provide in-person learning to students in grades K-12 under the physical distancing requirements for either Plan A (Minimal Physical Distancing) or Plan B (Six Feet Physical Distancing).
2. Instructional Plan
 1. We plan to return to full in-person for the 2021-22 School Year
 2. We plan to return to our traditional academic day and calendar
 1. 5 days a week
 2. 750am-300pm
 3. We will not be providing a hybrid option
3. Asynchronous Option
 1. We will be providing an Asynchronous Option (Link Below)
 1. Grade level instruction in Reading, Mathematics, Social Studies, and Science
 2. No Electives
 2. Will be independent from the school
 1. Parents will be responsible for submitting grades quarterly
 2. Parents will work directly with the company
 3. Scholars will have 3 windows during the school year to return to in-person
 1. November 1, January 25, April 4
 4. Asynchronous Middle School Scholars are Eligible for Athletics

Link to Updated safety regulations: <https://covid19.ncdhhs.gov/media/164/open>

Link to Asynchronous Option: <https://www.time4learning.com/>

E. Monthly Epi Center Report	FYI	Mark Tracy	3 m
-------------------------------------	-----	------------	-----

	Purpose	Presenter	Time
<p>Each Month Dr. Tracy will provide the Board an update on the Office of Charter School's required compliance submissions. This is an annual process and the primary compliance process for the state.</p>			

Stats as of June 2021:

- No New Updates from OCS
- Submitted:
 - Charter Amendment
 - 1 late submission, issue was at the state level
 - See email Correspondance
 - Board Meeting Scheduled
 - Guidance Check
 - LIEP Service Chart
 - Certification of Occupancy
 - Retirement System Dissolution Funds
 - Lottery Application
 - Board Membership List
 - Board Admissions and Enrollment Policy
 - Board Conflict of Interest Policy (New)
 - Civil and Liability Insurance Certificate (New)
 - Board Criminal History Check Policy
 - EMO/CMO Public Records Request
 - Board Nepotism Policy
 - Parent Grievance Policy
 - Employee Grievance Policy
 - School Performance Score and Letter Grade
- Upcoming Submissions
 - None

Statistics:

1. On-Time (28 out of 29)
2. Accurate (97%- 28 out 29)
 1. OHSA had to be resubmitted with updated inspections
3. Complete 21 of 29; Review Pending 0; Approval Pending 8
4. Past Due 0:29

V. Committee Reports

8:07 PM

The Board of Directors has developed four Sub-Committees to help meet the goals established by the board and to ensure our school is living up to our mission. Each sub-committee will provide a monthly update on the progress that has been made since the last meeting.

A. Academic Sub-Committee	FYI	Adrienne Davis	3 m
----------------------------------	-----	----------------	-----

The Academic Sub-Committee will provide the Board a monthly update.

B. Governance Sub-Committee	FYI	Morgan Callahan	3 m
------------------------------------	-----	-----------------	-----

The Governance sub-committee will provide a monthly update to the Board.

	Purpose	Presenter	Time
C. Development Sub-Committee	Discuss	Dalia Wimberly	3 m

The Development sub-committee will provide a monthly update to the Board.

D. Board Member Recruitment and Elections	Discuss	Josephe Featherstone	10 m
---	---------	----------------------	------

Board President will set a calendar and plan for Board member recruitment and Board Elections

VI. Closed Session 8:26 PM

A. Enter Closed Session	Vote	Mark Tracy	15 m
-------------------------	------	------------	------

§ 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:

(5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or an 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.

VII. Closing Items 8:41 PM

A. Board Agenda for Next Month	Discuss	Josephe Featherstone	5 m
--------------------------------	---------	----------------------	-----

The Board will start the following Month's agenda based on this month's agenda and the Action-Based Calendar (link below).

B. Adjourn Meeting	Vote		3 m
--------------------	------	--	-----