



Kestrel Heights Public Charter School

Regular Board Meeting

Monthly Board Meeting

Date and Time

Tuesday July 13, 2021 at 6:30 PM EDT

Location

[https://zoom.us/j/97270389749?
pwd=VIEyYlVVL2V1THlZdnVleUZSUmU2Zz09](https://zoom.us/j/97270389749?pwd=VIEyYlVVL2V1THlZdnVleUZSUmU2Zz09)

Meeting ID: 972 7038 9749

Passcode: 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.			

	Purpose	Presenter	Time
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.			

C. Record Attendance and Guests		Stephanie McGarrah	1 m
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Please note which board members are present and absent for the Secretary.

D. Approve June 2021 Regular Board Meeting Minutes	Approve Minutes	Stephanie McGarrah	5 m
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E. Public Comment		Josephe Featherstone	10 m
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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.

	Purpose	Presenter	Time
A. Marketing Update	FYI	Jennifer Lucas	3 m

Marketing report to be submitted.

B. Strategic Planning Update	Discuss	Janalee Jordan-Meldrum	10 m
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Ten Square Consultants or Dr. Tracy will provide a monthly update on the Strategic Planning process.

July 2021 Update

1) TenSquare will share the draft of the Strategic Plan

C. Mind Brain Education		Stacy Kennedy	3 m
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Monthly the administration will provide an update on the progress for implementing Mind Brain Education.

July Update

MBE: Team has adjusted and finalized our PD calendar. Our MBE Professional Learning Community events will be on 4 teacher workdays to give us plenty of time to collaborate as a school. The MBE Committee is now working on our first Professional Learning Community experience.

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

June Update (From Ms. Villegas)

	Purpose	Presenter	Time
<p>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.</p>			

E. Facilities Sub-Committee	Vote	Brandon Paris & Robin Clement	10 m
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The Facilities sub-committee (which is a sub-committee of the Finance Committee) will provide a monthly update to the Board.

F. Kestrel Heights Board of Director Elections	Vote	Josephe Featherstone	10 m
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KHS Board of Directors will vote on the following officers for the 2021-22 School Year.

G. Paid Time Off Payout Plan for the 2021-22 School Year	Vote	Mark Tracy and Bre Buckholz	10 m
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The school will make a recommendation for staff payouts for unused PTO. The goal is to keep teachers in the classroom. The funds used to pay for the unused PTO will come from the substitute budget (unused subs due to staff not using their leave).

Payouts are typically available via three options:

1. Check
2. HSA
3. Retirement

This requires a vote because it is considered a benefit.

III. Academics

7:37 PM

A. End of Grade/Course and iReady End of Year Results	FYI	Samantha Villegas	10 m
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Ms. Villegas will provide an overview of the End of Grade/Course and iReady results.

Purpose Presenter Time

IV. Operational Reports

7:47 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

Dr. Tracy will present a review of the monthly budget.

Due to June being the end of the year, as of July 12th, we have not received the final budget for the year. It takes a lot longer to complete the EOY budget.

C. Return to School 2021-22 FYI Mark Tracy 5 m

Dr. Tracy will provide an update since the last Board Meeting on the plans for scholars to return during the 2021-22 school year.

July Update

1. Bus routes have been established and sign up sheet is going out the week of July 12
2. Mind Brain Education
3. Elementary and Middle School Playbook
4. Advising Period and Grade Level Celebrations
5. Dojo Economy
6. Intervention Period (Middle School)
7. Guided Reading
8. Guided Math
9. Blended Learning
10. Clubs
11. Diversity and Inclusion

D. Monthly Epi Center Report FYI Mark Tracy 3 m

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.

Stats as of July 2021:

- As of July 12, there is no data within the EpiCenter system
 - July 1st was the start of the new fiscal and academic year
 - OCS has not reset the system from the previous school year

V. Committee Reports

8:00 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
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The Academic Sub-Committee will provide the Board a monthly update.

B. Governance Sub-Committee	FYI	Morgan Callahan	3 m
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The Governance sub-committee will provide a monthly update to the Board.

C. Development Sub-Committee	Discuss	Dalia Wimberly	3 m
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The Development sub-committee will provide a monthly update to the Board.

D. Board Member Recruitment and Elections	Discuss	Josephe Featherstone	10 m
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Board President will set a calendar and plan for Board member recruitment and Board Elections

VI. Closed Session

8:19 PM

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

B. Staffing Plan for the 2021-22 School Year (Contract Approval)	Vote	Mark Tracy	10 m
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The Board is required to approve the contract for the 2021-22 school year. All returning staff have signed their contracts for the 2021-22 school year.

C. 2021-2022 Updated Annual Budget	Vote	Mark Tracy	
Deferred to August Meeting			

D. Transportation Contract	Vote	Bre Buckholz	5 m
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Ms. Buckholz will present the Elite Transportation Contract for final approval. The Board and SBE have already approved transportation but the Board has not approved the final contract with the company.

	Purpose	Presenter	Time
VII. Closing Items			8:49 PM
A. Board Agenda for Next Month	Discuss	Josephe Featherstone	5 m
<p>The Board will start the following Month's agenda based on this month's agenda and the Action-Based Calendar (link below).</p>			
B. Adjourn Meeting	Vote		3 m