



Kestrel Heights Public Charter School

Regular Board Meeting

Monthly Board Meeting

Date and Time

Tuesday January 11, 2022 at 6:30 PM EST

Location

<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		Adrienne Davis	1 m
The meeting will be called to order by the Chair.			
B. Public Comment Submission		Adrienne Davis	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 December Special Meeting 2021 Meeting Minutes	Approve Minutes	Stephanie McGarrah	2 m
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E. Public Comment	Adrienne Davis	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 6:45 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.

Purpose Presenter Time

school apart in Durham and the surrounding area, as measured by increased enrollment, retention, and parent satisfaction.

B. ACCESS Testing Window FYI Samantha Villegas 2 m

Mrs. Villegas will make a presentation to the Board about the upcoming ACCESS testing window.

C. iReady Correlation Study FYI Samantha Villegas 5 m

Mrs. Villegas will share a new report from iReady regarding the correlation between the diagnostic assessments and the EOGs.

IV. Operational Reports **7:24 PM**

The Administrative Team will provide monthly updates to matters pertaining to the operation of the school.

A. Executive Director Report FYI Tonya Jackson 3 m

Mrs. Jackson will present the Executive Director's monthly report on the status of the school.

B. Monthly Budget Report FYI Mrs. Jackson 5 m

Mrs. Jackson will present a review of the monthly budget.

C. State Funded Bonuses Vote Breonna Buckholz 5 m

Mrs. Buckholz will make a presentation regarding the state-funded bonuses.

D. Salary Adjustments Vote Breonna Buckholz and Tonya Jackson 5 m

	Purpose	Presenter	Time
Mrs. Buckholz and Mrs. Jackson will review the salary adjustments and discuss the impact on the budget.			

E. Substitute Teacher Pay Proposal	Vote	Breonna Buckholz	5 m
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Mrs. Buckholz will present a proposal for increasing Substitute Teacher Pay.

F. Sale of Bus 125	FYI	Breonna Buckholz	2 m
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V. Committee Reports

7:49 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	Derek Powe	3 m
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The Academic Sub-Committee will provide the Board a monthly update.

B. Governance Sub-Committee	Discuss	Adrienne Davis	5 m
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Review and revise the Calendar of [Board Meeting Agenda Items by Month](#).

Prepare for Policy Review:
School & Comm
Finance

C. Development Committee Update	FYI	Adrienne Davis & Dalia Wimberly	5 m
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Mrs. Davis and Mrs. Wimberly will provide a Development Committee update.

D. Kestrel Heights Mask Policy	Vote	Breonna Policy	2 m
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Per Senate Bill 654, All public school units must adopt a policy regarding the use of face coverings by employees and students. School boards must vote once a month on this policy and if it should be modified.

Key point: The charter school’s Board of Directors must have a board-approved face-covering policy and must revisit and vote on this policy at least once a month.

Reference: [COVID Dashboard](#)

VI. Closed Session

8:04 PM

A. Enter Closed Session	Discuss	Adrienne Davis	30 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:

1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.

(3) 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.

(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

Purpose Presenter Time

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 Recommendation	Vote	Tonya Jackson	2 m
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Recommendation for Grade 8 Math/Math 1 Teacher.

C. Covid Contingency Planning	Discuss	Breonna Buckholz & Tonya Jackson	10 m
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Mrs. Buckholz will present information regarding our COVID Contingency Planning.

D. Budget Adjustment	Discuss	Tonya Jackson & Breonna Buckholz	10 m
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Budget revisions reflecting

- FY22 Allotment
- Salary Adjustments
- Shortfall created by the required State-Funded Bonuses
- Proposal for Substitute Teacher Pay Increase and the budgetary impact

VII. Closing Items 8:56 PM

A. Report out from Closed Session	FYI	Stephanie McGarrah	5 m
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Report out on closed session

B. Adjourn Meeting	Vote		3 m
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