



Kestrel Heights Public Charter School

November Board Meeting

Date and Time

Tuesday November 14, 2023 at 6:30 PM EST

Location

4700 S. Alston Avenue
Durham, NC 27713

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 President of the Board of Directors.			
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.			
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.			

	Purpose	Presenter	Time
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
Please note which Board Members are present and absent for the Secretary.			
D. Approve October Meeting Minutes	Approve Minutes	Stephanie McGarrah	5 m
E. Public Comment		Adrienne Davis	5 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

6:43 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 and Enrollment Update	FYI	Suzanne Vargas	5 m
Ms. Vargas will review the current enrollment, and discuss current marketing strategies and the opening of the application window.			

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<p><i>This presentation aligns with Strategic Plan Goal 2, Kestrel will leverage its new and innovative school model to achieve its full potential and set the school apart in Durham and the surrounding area, as measured by increased enrollment, retention, and parent satisfaction by developing and implementing a detailed plan, including the following key elements:</i></p> <p>Objective D. A comprehensive marketing/branding plan, touting what makes Kestrel unique.</p>				
B.	Facilities Sub Committee	Discuss	Derek Powe	20 m
<p>The Facilities Sub Committee aims to evaluate and prioritize Kestrel's overall facilities needs and make recommendations to the Board. The committee will discuss the progress made on the key projects and present a proposal for fundraising efforts.</p> <p>Update to Security System</p> <p><i>This presentation aligns with Strategic Plan Goal 3: Kestrel will develop and implement a plan to ensure long-term financial and operational viability, as measured by attainment of annual enrollment targets, acquisition of loan/bond to finance facilities, and alignment of the annual budget with school staffing and programming needs-</i></p>				
III.	Curriculum & Assessment			7:08 PM
A.	School Culture Report	FYI	James Price	10 m
<p>Mr. Price will present the School Culture Report detailing events and activities for the school community during October.</p> <p><i>This presentation aligns with Strategic Plan Goal 1: Kestrel will ensure students are academically prepared for success in high school and beyond, as evidenced by short and longer term student learning gains, by:</i></p> <ul style="list-style-type: none"> • Conducting in-depth academic data analysis to identify specific areas of growth, strengths, and learning needs for all students; • Identifying key levers to drive immediate and longer term achievement gains and student growth; • Leveraging Mind Brain Education to accelerate progress towards learning goals. 				
B.	School Improvement Plan - Indistar	Vote	Andrew Touchette	10 m

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Mr. Touchette will review NC DPI's Key Indicators used to evaluate a school's progress toward improvement. The presentation will conclude with a review of Kestrel's School Improvement Plan.			
<i>This presentation aligns with Strategic Plan Goal 1: Kestrel will ensure students are academically prepared for success in high school and beyond, as evidenced by short and longer-term student learning gains.</i>			
C. Parent and Family Engagement	FYI	Samantha Villegas	5 m
Mrs. Villegas will share highlights from the Curriculum Night and Annual Title I Meeting and discuss the details of the 1st Quarter Parent & Teacher Meetings.			
<i>This presentation aligns with Strategic Plan Goal 1: Kestrel will ensure students are academically prepared for success in high school and beyond, as evidenced by short and longer-term student learning gains.</i>			
IV. Operational Reports			7:33 PM
The Administrative Team will provide monthly updates pertaining to the operation of the school.			
A. Executive Director Report	FYI	Tonya Jackson	10 m
Mrs. Jackson will present the Executive Director's monthly report.			
<i>This presentation aligns with Strategic Plan Goal 4: Kestrel will expand upon its strong and positive school culture as evidenced by high attendance rates, low student discipline rates, improved parent satisfaction, and high student retention (re-enrollment) rates, high retention of effective staff, improvement to NCTWC Survey results -</i>			
B. Monthly Budget Report	FYI	Tonya Jackson	5 m
Mrs. Jackson will review the monthly Budget Analysis Report.			
<i>This presentation aligns with Strategic Plan Goal 3: Kestrel will develop and implement a plan to ensure long-term financial and operational viability, as measured by attainment of annual enrollment targets, acquisition of loan/bond to finance</i>			

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<p>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.</p>			

B.	Construction Discussion	Vote	Adrienne Davis	20 m
	The Board of Directors will discuss matters related to the construction project.			

C.	Board Meeting Agenda Items	FYI	Adrienne Davis	
	This Board Meeting Agenda includes the month-by-month listing of topics that the Board of Directors plans to cover during the year.			

D.	Personnel Update	FYI	Tonya Jackson	3 m
	Mrs. Jackson will provide an update regarding the status of open positions and discuss next steps.			

E.	Personnel Update	Vote	Adrienne Davis	3 m
	Mrs. Davis will review and finalize the ED performance review.			

VII.	Closing Items			8:54 PM
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A.	Report out from Closed Session	FYI	Stephanie McGarrah	5 m
	Report out on closed session			

B.	Adjourn Meeting	Vote	Adrienne Davis	3 m
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