



Kestrel Heights Public Charter School

KHCS Board Retreat

Date and Time

Saturday August 10, 2024 at 8:30 AM EDT

Location

Kestrel Heights Charter School
4700 S. Alston Avenue
Durham, NC 27713

Agenda

	Purpose	Presenter	Time
I. Opening Items			8:30 AM
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. Record Attendance		Stephanie McGarrah	1 m
	Please note which Board Members are present and absent for the Secretary.		
II. Board Retreat Agenda			8:32 AM
A. 8:30 a.m. Welcome and Light Refreshments		Adrienne Davis	30 m
B. 9:00 a.m. Retreat Opening and Introductions		Adrienne Davis	30 m
C. 9:30 a.m. Board Governance Review and Board Member Agreements		Adrienne Davis	60 m

	Purpose	Presenter	Time
Board Governance Overview			
	<ul style="list-style-type: none"> • Review Board Governance Roles and Responsibilities • Review Board Job Description and Board Agreement • Practice Exercises 		
D.	10:30 a.m. - Board on Track Board Service Overview	Adrienne Davis	15 m
BoardOnTrack Platform Overview			
	5-minute BoardOnTrack overview: <ul style="list-style-type: none"> • Platform Overview for Board Members 		
E.	10:45 a.m. Committee Overview & Assignments	Adrienne Davis	60 m
Committees Training			
	Pre-recorded webinar: <ul style="list-style-type: none"> • Committees Not in Name Only (20 minutes) • Committee eBook • Committee Goal Setting Worksheet 		
Fundraising and Development			
	Pre-recorded webinar on the Board's Role in development and how to establish the committee and work <ul style="list-style-type: none"> • Dreaming Big: The Role of Your Development Committee (35 mins) • Developing a Fund Development Plan • Creating a Fund Development Plan • Fund Development Template 		
F.	11:45 a.m. Break/Working Lunch	Adrienne Davis	45 m
G.	12:15 p.m. - Board Committee Priorities/Planning	Adrienne Davis	45 m
H.	1:00 p.m. - Bloomwell Group Board Community Engagement Training	Lyman Millard	60 m
I.	2:00 p.m. Wrap up	Adrienne Davis	30 m
III.	Closing Items		2:47 PM

	Purpose	Presenter	Time
A.		Adrienne Davis	2:30 p.m. - Closing