APPROVED

Kestrel Heights Public Charter School

Minutes

Board Meeting

Date and Time
Tuesday April 9, 2019 at 6:30 PM

Location
4900 Prospectus Dr. Durham, NC 27713

Directors Present
B. Paris, J. Featherstone, S. Foy-Watson, T. Fisher

Directors Absent
M. Bennett, Y. Powell

Ex Officio Members Present
J. Hensler

Guests Present
M. Tracy, S. Bowens

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

B. Paris called a meeting of the board of directors of Kestrel Heights Public Charter School to order on Tuesday Apr 9, 2019 at 6:46 PM.

C.

Minutes: March 12, 2019 Board Meeting

J. Featherstone made a motion to approve minutes from the Board Meeting on 03-12-19 Board Meeting on 03-12-19.
S. Foy-Watson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Y. Powell	Absent
J. Featherstone	Aye
T. Fisher	Abstain
S. Foy-Watson	Aye
M. Bennett	Absent
B. Paris	Aye

D. Minutes: March 20, 2019 Emergency Meeting

T. Fisher made a motion to approve minutes from the Emergency Meeting on 03-20-19 Emergency Meeting on 03-20-19.
J. Featherstone seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Foy-Watson	Aye
J. Featherstone	Aye
M. Bennett	Absent
T. Fisher	Aye
Y. Powell	Absent
B. Paris	Abstain

E. Public Comment

II. Finance

A. Monthly Budget Report

Dr. Tracy provided the summary of the progress against the 2018-19 budget.

B. RFP Process for 2019-20 School Year

Moved to Closed Session based on review of contract proposals.

C. Preliminary Budget 2019-20

Dr. Tracy provided a summary of the assumptions regarding the proposed 2019-20 budget. He addressed questions regarding the enrollment projections and state of current enrollment patterns. Further items deferred to closed session discussion.

D. Finance: Update on Capitola Property

Mr. Fisher gave advice regarding the status of the real estate posting from Avison Young, and asked Dr. Tracy to ensure they provide monthly status updates back to the board.

III. Topics Requiring a Board Vote

A. Finance: Staffing Recommendations

Mrs. Goff provided recommendations regarding candidates for several open positions (Kindergarten Teacher and TA Asssistant).

J. Featherstone made a motion to Approve the candidate Kindergarten Teacher.
T. Fisher seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Paris	Abstain
J. Featherstone	Aye
S. Foy-Watson	Aye
Y. Powell	Absent
M. Bennett	Absent
T. Fisher	Aye

J. Featherstone made a motion to to jire the candidate for the for Teacher Assistant.
T. Fisher seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

T. Fisher	Aye
S. Foy-Watson	Aye
Y. Powell	Absent
B. Paris	Abstain
J. Featherstone	Aye
M. Bennett	Absent

IV. Executive Director Report

A. KHS Hiring Policy and Overall Certification Rates for the School

Dr. Tracy raised the question regarding setting a timetable for staff not having appropriate licensure to receive said licensure.

Board discussed the pending licensures and coordinating to meet state requirements in Fall 2019. The administration believes there are enough lincensures in process to meet state requirements by next Fall.

Board discussed setting a date where all present unlicensed

Fisher made motion that all current teaching staff will submit a corrective action plan and to obtain licensure to the Administration by 4/30/2019.

Seconded by Shani Foy-Watson

VOTE Approved unanimously

B. Charter Renewal and Performance Framework

Dr. Tracy provided an update on the Charter Renewal Process. All core documents due by April 30, 2019 have been submiitted to NCDPI. Per the current process.calendar, all necessary submissions have been made. Advised that additional document requirements may be added to the process calendar; Administration will update on an further needs.

V. Governance

A. Ex-Officio Membership Application

B. Board Membership Recruitment

Mr. Featherstone articulated the need for the

F-W indicated 2 people have shown interest. One is verifying conflict issues with employer.

T. Fisher made a motion to keep the voting board membership cap at 11.
S. Foy-Watson seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Paris	Abstain
M. Bennett	Absent
S. Foy-Watson	Aye
Y. Powell	Absent
J. Featherstone	Aye
T. Fisher	Aye

S. Foy-Watson made a motion to raise the Ex-Officio from 2 members to 3 members.
J. Featherstone seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

J. Featherstone	Aye
T. Fisher	Abstain
Y. Powell	Absent
S. Foy-Watson	Aye

Roll Call	
B. Paris	Aye
M. Bennett	Absent

VI. Academics

A. Academics: Educational Model Report (March): Literature Review and Selection of Top 6 Models

Dr. Tracy provided an overview of the Educational Model literature review. Highlighted 26 distinct types of educational models, and provided recommendations for 6 models.

Mr. Featherstone asked how each model summary will be presented. Mr. Paris agreed to meet with Dr. Tracy to help align on how material is culled down for Board and community consumption prior to the May meeting.

VII. Closed Session

A. Motion to Enter Closed Session

J. Featherstone made a motion to enter closed session (item 3).
S. Foy-Watson seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
S. Foy-Watson	Aye
M. Bennett	Absent
Y. Powell	Absent
B. Paris	Abstain
J. Featherstone	Aye

B. Closed Session

C. Exit Closed Session

D. Closed Session Readout

VIII. Closing Items

A. Adjourn Meeting

T. Fisher made a motion to adjourn the meeting.
J. Featherstone seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Featherstone	Aye
Y. Powell	Absent
T. Fisher	Aye
M. Bennett	Absent
B. Paris	Abstain
S. Foy-Watson	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:42 PM.

Respectfully Submitted,
B. Paris

IX. Board-Inform Topics

A. Executive Director Monthly Report

Mrs. Goff provided a report regarding the most recent Growth assessments from I-Ready.

B. Governance: Exceptional Children: Fiscal Desk Review

C. Governance: End of Year Academic Planning (Remediation and Summer School)

D. Finance: Targeted Support & Improvement Additional Targeted Support (TSI-AT)

E. Governance: Annual Policy Review

Policy amendments provided and will be voted upon at next meeting. Atty Bowens has agreed to provide a legal opinion.

F. Governance: Board of Directors and PTSO

G. Board of Directors Summer Retreat

H. Governance: Mission, Vision, and Strategic Planning Process