APPROVED

Kestrel Heights Public Charter School

Minutes

Board Meeting

Date and Time
Tuesday January 14, 2020 at 6:30 PM

Location
4700 S Alston Ave, Durham, NC 27713 (Grades 6 to 8 building)

Directors Present
A. Davis, B. Paris, J. Featherstone, S. McGarrah

Directors Absent
S. Foy-Watson, Y. Powell

Directors who arrived after the meeting opened
A. Davis

Ex Officio Members Present
J. Hensler, M. Callahan

Guests Present
Andrew Touchette, B. Buckholz, David Bourne (Highmark), Jay Hromatka (Piper Sandler), M. Tracy, S. Bowens, S. Vargas, Samantha Denos (Highmark), T. Jackson

I. Opening Items

A. Record Attendance and Guests

B.

Call the Meeting to Order

J. Featherstone called a meeting of the board of directors of Kestrel Heights Public Charter School to order on Tuesday Jan 14, 2020 at 6:33 PM.

C. Public Comment

No Public Comment was made.

D. Approve December 2019 Meeting Minutes

S. McGarrah made a motion to approve the minutes from Board Meeting on 12-10-19.
A. Davis seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
B. Paris	Abstain
S. Foy-Watson	Absent
S. McGarrah	Aye
Y. Powell	Absent
J. Featherstone	Aye
A. Davis	Aye

II. Finance

A. Monthly Budget Report

Dr. Tracy provided the monthly budget report. The budget and summary provide details. Durham Public Schools has issued the new teacher salary schedule, which the Board will take up at the February meeting.

Mr. Paris asked about any update regarding state funding and the passage of a budget. There is no change in status pertaining to the budget at this time.
A. Davis arrived.

B. Finanical Policy Review

Ms. Buckholz presented the Financial Policy and her recommendation to the Board not to make any changes to the current policy. Board will consider acceptance of the policy at the February meeting.

C. Bond Discussion

Mr. Paris introduced the representatives from Highmark and Piper Sandler.

Mr. Hromatka gave an overview of financing opportunities for the School via accessing the tax-exempt bond markets to manage ongoing facility costs.

Mr. Bourne from Highmark presented the original site plan developed when the Middle School was constructed as well as a draft layout of school enhancements to accommodate more students.

The Board discussed its previous experience going through the bonding process, benefits and risks.

D. Staffing 2020-2021

Dr. Tracy presented recommendations regarding better managing staffing in concert with annual enrollment needs. He also presented a proposed calendar of review through the end of fiscal 2019-2020 for the Board to make decisions and plan for the 2020-2021 year.

The Board aligned to having the Administration produce a set of plans based on key goals for review at the February meeting. The board will provide its requirements by 1/24. These criteria can include:

- Educational Performance Goals
- Fiscal Goals
- Staff Morale
- Any other requirements the Board may provide

III. Governance

A. 2020-2021 School Calendar

Ms. Vargas presented the 2020-2021 calendar proposal. Ms. McGarrah requested more information regarding the proposal to shift the first Friday before school begins from a protected workday to a required workday status. Mr. Touchette explained the rationale for the change to better meet administrative and other needs.

B. Paris made a motion to Approve the calendar proposal as presented.
S. McGarrah seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Executive DIrector Report

Dr. Tracy issued his report. Mr. Featherstone requested more insight into the status of the current withdrawl rate. Dr. Tracy will ask Ms. Vargas to provide more information and provide to the board.

C. Mid Year Executive DIrector Review

Tabled to the February meeting

D.

Policy Review

Mr. Featherstone reminded the Board that the Employee Policy view is up for first read in March.

E. Charter Renewal and Performance Framework

Dr. Tracy gave a recap of the State Board of Education meeting presenting Kestrel Heights for it's charter renewal. The State Board of Education will make it's decision at their February, 2020 meeting.

IV. Closing Items

A. Adjourn Meeting

S. McGarrah made a motion to Adjpurn.
B. Paris seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:46 PM.

Respectfully Submitted,
B. Paris