APPROVED

Kestrel Heights Public Charter School

Minutes

Board Meeting

Date and Time
Tuesday February 11, 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. Foy-Watson, S. McGarrah

Directors Absent
Y. Powell

Ex Officio Members Present
M. Callahan

Guests Present
Andrew Touchette, B. Buckholz, Danielle Devlin, M. Tracy, S. Bowens, S. Vargas, 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 Feb 11, 2020 at 6:46 PM.

C.

Public Comment

D. Approve December 2019 Meeting Minutes

S. McGarrah made a motion to approve the minutes from Board Meeting on 01-14-20.
B. Paris seconded the motion.
No discussion.
The board **VOTED** to approve the motion.

II. Finance

A. 2019-2020 Salary Adjustments

Dr. Tracy shared with Board that the Durham Public Schools adjusted salaries for their teaching staff. Durham Public Schools did not update their administrators' salaries, but the spreadsheet contains an adjustment for those positions at the same rate.

Ms. McGarrah asked a question about Kestrel paying a living wage for all employees, and the Board generally discussed the wage issue. Mr. Paris suggested that we move the item to closed session and further examine the budget.

B. Staffing 2020-2021

C. Bond Discussion

Mr. Paris reached out to the BB&T lenders about the bond issue. He has not yet heard back from them, but he will follow-up with BB&T and Piper Jaffray. The Board will come back to this discussion.

D. Monthly Budget Report

Dr. Tracy shared the CSP report as well as his report on the monthly budget. He asked if the Board had any questions. There was discussion about the projected shortfall of the budget and the school's cash reserves. Dr. Tracy will investigate further the cash on hand and monitor the budget, which fluctuates throughout the year.

E. Request for Proposals

Dr. Tracy reminded the Board agreed to annually review contracts for proposals as part of an effort for saving money. Other than financial services which is a multi-year contract, the other contracts would be up for renewal for the 2020-21 school year. The Board discussed investigating cooperative plans that allow for multiple entities to purchase services as part of a larger group to get a discounted rate. Mr. Paris will provide information to staff to allow them to investigate further. The school rebid contracts for every service except technology support and e-rate last year. Audit services and financial services involved switching vendors. The Board recommended submitting an

RFP for catering, custodial and lawn care, and considering an RFI for technology and e-rate.

Ms. Davis raised a question about school lunches, and there was discussion about how Kestrel makes sure that kids are not going hungry at school.

III. Academics

A. Mid Year iReady Assessments in Reading and Math

Dr. Tracy shared the iReady assessments for the school in reading and math. There has been improvement in most grade levels for the school in both subjects. The vast majority of the kids are working one grade level below, at grade level or above grade level. Additionally, there has been progress across both subjects for all grade levels.

IV. Governance

A. Executive DIrector Report

Dr. Tracy shared his executive director report with the Board. It reviewed absences, tardies and liability concerns.

B. Policy Review

S. McGarrah made a motion to Approve the Financial Policy.
B. Paris seconded the motion.
The Board approved the final version of the financial policy.
The board **VOTED** to approve the motion.
Mr. Featherstone asked that the Board needs to review the employee policy section before our March meeting.

C. Charter Renewal and Performance Framework

Kestrel Heights School received a 5-year charter renewal from the NC State Board of Education (SBOE). The Board is very pleased that the problems associated with the former high school are officially behind the school. Attorney Bowens spoke with Dave Machado and Eric Snyder (SBOE's attorney) about the 5-year charter renewal to better understand what happened with the SBOE decision. They explained the process for the renewal, which Attorney Bowens conveyed to the Board.
A. Davis made a motion to Moved to enter close session.
S. McGarrah seconded the motion.
Moved into closed session in accordance with G.S. 143-318-11 for the purposes of (5) and (6).
The board **VOTED** to approve the motion.

V. Closing Items

A.

Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:05 PM.

Respectfully Submitted,
S. McGarrah

VI. Closed Session

A. Discussed general strategy for upcoming 2020-21 school year. No decisions were made in closed session.

S. Foy-Watson made a motion to Move into open session.
B. Paris seconded the motion.
The board **VOTED** to approve the motion.

VII. Open Session

A. Salary Increases

B. Paris made a motion to Approve salary increases as recommended by Dr. Tracy for 2019-20 based on Durham Public Schools pay changes.
A. Davis seconded the motion.
The board **VOTED** to approve the motion.