APPROVED

Kestrel Heights Public Charter School

Minutes

Board Meeting

Date and Time
Tuesday June 9, 2020 at 6:30 PM

Location
Conference Call (Zoom)
https://ncsu.zoom.us/j/91765050859

Meeting ID: 917 6505 0859
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Directors Present
A. Davis (remote), B. Paris (remote), J. Featherstone (remote), S. Foy-Watson (remote), S. McGarrah (remote)

Directors Absent
None

Ex Officio Members Present
J. Hensler (remote), M. Callahan (remote)

Guests Present
B. Buckholz (remote), M. Tracy (remote), S. Bowens (remote), S. Vargas (remote), S. Villegas (remote)

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 Jun 9, 2020 at 6:45 PM.

C. Public Comment

There was no public comment.

D. Approve April 2020 Meeting Minutes

This item was tabled to the next meeting.

E. Approve May 2020 Meeting Minutes

This item was tabled to the next meeting.

F. Kestrel Board of Directors Annual Evaluation

This item was tabled to the next meeting.

II. Academics

A. COVID 19 Update

Ms. Villegas and Dr. Tracy provided an update on the roadmap for the 2020-21 school year to cover COVID-19 contingencies

The school needs to submit the Jumpstart and Distance Learning plans to NC DPI. By July 1, the KHS administration anticipates the state will announce expectations and guidelines schools should follow as they prepare for the upcoming year.

B. Annual Update: Special Education, English Learners, and Academically and Intellectually Gifted

Ms. Jackson provided the annual update on the special education, English learners, and academically and intellectually gifted programs at KHS.

KHS recently submitted its documentation regarding these programs, and NC DPI has provided some feedback and guidance regarding the AIG program at KHS:

- How KHS identifies students for AIG Programs; and,
- How KHS holds itself accountable to success.

These aspects of the programs are being reviewed, and Ms. Jackson expects to have the changes prepared in time for board approval at the September 2020 board meeting.

III. Governance

A. Executive Director Report

Dr. Tracy provided his ED report.

Enrollment: wait list is being utilized, and staff is using social media to recruit scholars for classes with enrollment capacity and no present names on the wait list.

B. Policy Review

Mr. Featherstone introduced the process for reviewing the staff handbook for the upcoming school year.

Board Member assignments for first reading:

- Davis: Disclaimer through Handling of Reporting Violations
- Paris: Employee Parking through Employment Reference, Verification & Inquiries
- McGarrah: Disability Accommodation through Planning Period
- Foy-Watson: Communication Policies through Inclement Weather
- Featherstone: Employee Status through Tutoring for Compensation
- Callahan/Hensler: Academic Policies through Appendix B

C. Charter Renewal and Performance Framework

No update in Charter School Renewal

D. Board Member Recruitment

The board has received three applications and is reviewing the applications. Web conference interviews will be scheduled before the July Meeting. Mrs, Foy-Watson will lead the interview processs.

E. Board Elections for the 2020-21 School Year

Board Nominations:

- President: Shani Foy-Watson (nominated , 2nd by Paris)
- Vice President: Adrienne Davis (Foy-Watson, Featherstone)
- Treasurer: Brandon Paris (self-nominated, Foy-Watson)
- Secretary: Stephanie McGarrah (Foy-Watson, Featherstone)

F. Revised Mission (Update)

This item was tabled to the next meeting.

G.

Updated 2020-21 Calendar

Ms. Vargas provided an updated calendar for the 2020-21 school year. The new calendar addresses changes required as a part of recently passed SB 704. Of particular, the new calendar ensures KHS:

- Provides for 185 days or 1,025 hours of instruction with an additional five remote instruction days.
- Provides five, individually seperate and distinct full instructional days.
- Sets the first day of classes for the 2020-21 school year to August 17, 2020 to align with the new start date for all LEA schools.

B. Paris made a motion to Accept the submitted calendar as submitted by the administration.
S. McGarrah seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Foy-Watson	Aye
B. Paris	Aye
S. McGarrah	Aye
J. Featherstone	Abstain
A. Davis	Aye

IV. Finance

A. Monthly Budget Report

Dr. Tracy reviewed the financial summary. Current projections show the organization is on track to have a small surplus for the fiscal year ending June 30, 2020,

B. COVID 5% Budget Reduction

Dr. Tracy provided a scenario plan for the 2020-21 budget in anticipation of any reductions in State and Local funding due to COVID. This is a planning effort to be prepared under a worst-case scenario.

C. Bond Discussion

Mr. Paris gave an update on discussions with financial entities about a potential school bond. Several organizations have been contacted and we are waitign for response.

D. End of Year Spending Report

Dr. Tracy gave an update on year-end spending related to funds related to COVID 19.

Dr. Tracy detailed end of year investments in a number of areas to enhance the school -- technology upgrades to all classrooms, a new floor for the middle school gymnasium, repair to gym bleachers, painting the Middle School parking lot, updated cooling system for computer servers, and athletic uniforms. The funds for these investments were previously identified using current year budget surplus.

V. Closed Session

A. Closed Session: Staffing 2020-2021

S. McGarrah made a motion to Enter closed session pursuant to NCGS § 143-318.11(a)(6).
S. Foy-Watson seconded the motion.
The board **VOTED** to approve the motion.

B. Closed Session

Board entered closed session in a private conferencing room to cover this agenda item.
S. McGarrah made a motion to Renter open session.
A. Davis seconded the motion.
The board **VOTED** to approve the motion.

C. Closed Session Read Out

Re-entered the open session conference at 10:33PM.

The board discussed a personnel matter originally addressed in the Emergency Meeting held on May 27, 2020.

The board reviewed the proposed staffing contract plan for the 2020-21 school year.
S. McGarrah made a motion to Adopt the 2020-21 staffing plan as presented.
S. Foy-Watson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

J. Featherstone	Abstain
S. Foy-Watson	Aye
B. Paris	Aye
S. McGarrah	Aye
A. Davis	Aye

B. Paris made a motion to Rescind the employment offer addressed in the Emergency Meeting held on May 27, 2020.
S. McGarrah seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

J. Featherstone	Abstain
S. Foy-Watson	Aye

Roll Call

B. Paris	Aye
A. Davis	Aye
S. McGarrah	Aye

VI. 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 10:41 PM.

Respectfully Submitted,
B. Paris