APPROVED

Kestrel Heights Public Charter School

Minutes

Regular Board Meeting

Date and Time
Tuesday March 9, 2021 at 6:30 PM

Location
Board meetings can be accessed virtual via the following link: https://ncsu.zoom.us/j/91765050859

Password is KHCS

Directors Present
A. Davis (remote), B. Paris (remote), D. Wimberly (remote), J. Featherstone (remote), L. Lewis (remote), R. Clement (remote), S. Foy-Watson (remote), S. McGarrah (remote)

Directors Absent
S. Goram

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

Guests Present
A. Touchette (remote), B. Buckholz (remote), Desmond Cutler (remote), Dottie Heath (remote), Holly Thom (remote), Laura Rivera (remote), M. Tracy (remote), Margaret Sanders (remote), Ronald Hess (remote), S. Bowens (remote), S. Villegas (remote), Stacy Kennedy (remote), T. Jackson (remote), Theresa Holt (remote), Whitney Murphy (remote)

I. Opening Items

A. 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 Mar 9, 2021 at 6:31 PM.

B. Public Comment Submission

C. Record Attendance and Guests

D. Approve January and February 2021 Regular Board Meeting Minutes

A. Davis made a motion to approve the minutes from Regular Board Meeting on 01-12-21.
B. Paris seconded the motion.
The board **VOTED** to approve the motion.
B. Paris made a motion to approve the minutes from Regular Board Meeting on 02-09-21.
D. Wimberly seconded the motion.
The board **VOTED** to approve the motion.

E. Public Comment

There were no public comments.

II. Key Agenda Items & Presentations

A. Annual Approval of Audit Services

A. Davis made a motion to approve audit services by Rebecca Barr as outlined in the agenda in alignment with NCGS 115C-218.105(b).
R. Clement seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Adjustment to Teacher Assistant Salary Scale

Ms. Buckholz presented information on adjusting the teacher assistant salary scale. Durham Public Schools made similar changes to their scale.
B. Paris made a motion to approve changes to teacher assistant salary scale as presented starting in the 2021-22 school year.
S. McGarrah seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Annual Insurance Update

Ms. Buckholz presented insurance renewal and asked the Board to approve a short-term policy to allow Kestrel to change the start date to the July 1 date. The realignment of the date will allow the school to move all policy dates to the July to July time period.
A. Davis made a motion to approve the 3-month short-term insurance policy and a 12-month renewal contingent upon the alignment with the annual renewal rate of $7,000.
D. Wimberly seconded the motion.
The board **VOTED** to approve the motion.

D. EOG Summer Program Plan

Ms. Sam Villegas discussed the summer program for 2021. The document outlined the plan for the camps (June 14-23) and with the readministration of the EOGs and the pay scale for teachers.
A. Davis made a motion to approve the EOG summer program plan as presented.
S. Foy-Watson seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. 2020-21 Accreditation Process

Mr. Touchette reviewed the progress on the 2020-21 Accreditation Process, including the collection of more than 200 documents.

F. Return to School Planning

Dr. Tracy presented on the return to school planning. He provided information on staff COVID-19 vaccines and made a recommendation for a return to school date of April 19.
D. Wimberly made a motion to move the return to school date from April 27 to April 19.
A. Davis seconded the motion.
The board **VOTED** to approve the motion.

G. Marketing Update

Dr. Tracy provided an update on the marketing plan.

H. Strategic Planning Update

Dr. Tracy gave an update on the strategic plan. The contract has been signed, and the committee has already started meeting.

III. Academics

A. Blended Learning Update

Ms. Villegas reviewed the blended learning team that was created to work on the implementation of the plan moving forward. The team will present to the Board as their work progresses.

B. Mind Brain Education

Ms. Stacy Kennedy presented on mind brain education, which is the convergence of neurology, education and psychology. The entire school staff will be trained in mind brain education.

IV. Operational Reports

A. Executive Director Report

Dr. Tracy presented on enrollment for next year and reviewed his report.

B. Monthly Epi Center Report

Dr. Tracy presented on the monthly epi center report. Kestrel is on-time and is accurate with all of its submissions for the report.

V. Committee Reports

A. Academic Sub-Committee

Ms. Adrienne Davis noted that the committee met and is finding ways to support the blended learning and mind brain education.

B. Governance Sub-Committee

No additional report at this time.

C. Monthly Budget Report

Dr. Tracy provided the monthly budget report and summary. This month, there is a projected year end surplus of $70,000.

D. End of Year Spending Proposal

Dr. Tracy presented the end of year spending proposal and the Board discussed.
S. McGarrah made a motion to approve the proposal as presented with Dr. Tracy providing the Board with additional ideas in preparation for the bond.
R. Clement seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Facilities Sub-Committee

Facilities subcommittee will meet with two large contractors at next meeting on Thursday.

F. Development Sub-Committee

No new information to report.

VI. Closed Session

A.

Enter Closed Session

A. Davis made a motion to Enter into closed session under NCGS § 143318.11(a) (3), (5), and (6). (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.
S. Foy-Watson seconded the motion.
The board **VOTED** to approve the motion.
S. McGarrah made a motion to hire the facilities manager candidate that was presented.
R. Clement seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. McGarrah made a motion to modify the middle school counselor position job description as presented with additional 10 PTO days for summer work.
S. Foy-Watson seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. McGarrah made a motion to return to open session.
L. Lewis seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Board Agenda for Next Month

S. McGarrah made a motion to count LaTekka Lewis's absences for April and May Board meetings as excused due to personal reasons.
A. Davis seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:16 PM.

Respectfully Submitted,
S. McGarrah