APPROVED

Kestrel Heights Public Charter School

Minutes

Regular Board Meeting

Date and Time
Tuesday April 13, 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), S. Foy-Watson (remote), S. Goram (remote), S. McGarrah (remote)

Directors Absent
L. Lewis, R. Clement

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

Guests Present
B. Buckholz (remote), Dottie Heath (remote), Jennifer Lucas (remote), Justin Matthews (remote), M. Tracy (remote), S. Bowens (remote), Stacy Kennedy (remote), T. Jackson (remote), Theresa Holt (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 Apr 13, 2021 at 6:31 PM.

B. Public Comment Submission

The Board offered a time to accept public comment.

C. Record Attendance and Guests

D. Approve March 2021 Regular Board Meeting Minutes

A. Davis made a motion to approve the minutes from Regular Board Meeting on 03-09-21.
B. Paris seconded the motion.
The board **VOTED** to approve the motion.

E. Public Comment

Mr. Featherstone asked for a moment of silence to remember the victims of the violence against black and brown people by police around the country.

No other public comments were offered.

II. Key Agenda Items & Presentations

A. Marketing Update

Ms. Lucas provided an update on the enrollment efforts; we are up to 152 new applications from 127 last month. The goal was 488 students. There are 56 of the 152 that have completed all of their paperwork.

There is a good plan in place for communication. On-site tours and community events have been difficult amid the pandemic. Work on the video will continue in order to reach more people during the pandemic.

B. Facilities Sub-Committee

Mr. Paris, the chair of the Facilities subcommittee, and Justin Matthews, the school's consultant, provided an update on the work of the committee. The subcommittee has recommended a design build firm, a lender, and is ready to continue on the bond process.
B. Paris made a motion to Approve the selection of BC Construction Group and authorize a letter of intent for $430,000.
S. McGarrah seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Mind Brain Education

Ms. Stacy Kennedy provided an update on the Mind Brain Education (MBE) plan for next year. The staff has completed the pre-assessment and diagnostic part of the program. MBE will be officially launched on May 7 with the staff, which will start the one year cycle. Teachers can learn over the summer or use the pacing guides starting in August depending on their preferences.

D. Insurance Renewal

Ms. Buckholz presented on worker's compensation insurance renewal and got updated quote. The request before the Board is to update the renewal date to July 1 and to consider a new carrier.
B. Paris made a motion to Accept the new carrier of the Hartford with the second quote and a renewal date of July 1.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Academics

A. Blended Learning Update

Dr. Tracy provided the blended learning update. The committee has continued to meet, has identified books for the blended learning model, and is working to operationalize the model for the next school year.

IV. Operational Reports

A. 2020-21 Accreditation Process

Dr. Tracy provided an update from Mr. Touchette. The school is working with Cognia on the two-day accreditation visit. Mr. Touchette thanked the Board members who participated in the interview panel (Ms. Foy-Watson, Mr. Paris and Ms. Davis) as well as the members of the accreditation committee.

B. Executive Director Report

Dr. Tracy provided an overview of the Executive Director report. He noted the intention of the school to hire a social worker that will work on several issues and focus on attendance problems. The administrative team is also looking into hiring a company that can provide mental health services for students that can be charged to parents' insurance. There is work that continues around school culture. NCDPI will do a virtual visit to Kestrel during the EOG testing period (end of May to early June), which is an oversight visit from the State.

The State of NC also approved Kestrel's new mission, new transportation plan, and new cafeteria plan.

C. Return to School Planning

Dr. Tracy provided the materials that had been shared with parents about return to school planning. 32% of families are planning to return. Cleaning supplies and PPE have been distributed as has training.

Dr. Tracy met with 8-10 other schools this week about their lessons learned from reopening, and Kestrel has made a few adjustments to our processes as a result.

D. Strategic Planning Update

Dr. Tracy provided an update on the strategic plan. Ten Square has had a series of focus group and interviews. There will be a follow-up at the end of the month. They continue to work on other parts of the data collection and plan development.

E. Monthly Epi Center Report

Dr. Tracy provided an update on the monthly Epi Center report. Kestrel is on track with its requirements and has submitted all of the components.

V. Committee Reports

A. Academic Sub-Committee

Ms. Davis provided an update on the academic subcommittee. There is at least one parent who is interested in joining the subcommittee.

There was a discussion about how to add non-Board members to the subcommittees. The Board decided to use the Board interest form/application and let subcommittee chairs decide how to recruit their members.

B. Governance Sub-Committee

Ms. Callahan presented on the governance subcommittee. The subcommittee reviewed the Board member expectations document; they are going to edit and plan to bring it to the Board next month. They are also looking at Board members' skill sets (through Board on Track form) so that they can evaluate areas where the Board may need additional skill sets.

C. Monthly Budget Report

Dr. Tracy provided an update on the monthly budget report. The projected end of year balance has declined as the school has started expending for approved projects.

D. Development Sub-Committee

Ms. Wimberly is still working to recruit members for the development subcommittee. She has attended the facilities and strategic planning subcommittee meetings to stay informed of needs and plans.

E. Board Member Recruitment and Elections

Mr. Featherstone presented on the Board member recruitment subcommittee. At least two board members will be rotating off the board this year. The subcommittee is planning to accept applications and nominations in the next month and will interview candidates in May.

VI. Closed Session

A. Enter Closed Session

S. McGarrah made a motion to enter into closed session under NCGS § 143-318.11(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.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. McGarrah made a motion to approve the hiring of a dance teacher candidate, a middle school science teacher candidate, and an Exceptional Children's teacher candidate as presented for the 2021-22 school year.
B. Paris seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. McGarrah made a motion to return to open session.
B. Paris seconded the motion.
The board **VOTED** to approve the motion.

VII. Closing Items

A. Board Agenda for Next Month

Ms. McGarrah reported out of the closed session. The Kestrel Heights Charter School Board will meet on May 11, 2021.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:03 PM.

Respectfully Submitted,
S. McGarrah