APPROVED

Kestrel Heights Public Charter School

Minutes

Regular Board Meeting

Date and Time
Tuesday May 11, 2021 at 6:30 PM

Location
Board meetings can be accessed virtual via the following link:
https://zoom.us/j/97270389749?pwd=VlEyYlVVL2V1THlZdnVleUZSUmU2Zz09
Meeting ID: 972 7038 9749

Password = KHCS

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. Goram (remote), S. McGarrah (remote)

Directors Absent
None

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

Guests Present

Arnetta Dalton (remote), B. Buckholz (remote), Colette Allen (remote), Dottie Heath (remote), Jalila Bowie (remote), Jennifer Lucas (remote), M. Tracy (remote), S. Villegas (remote), T. Jackson (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 May 11, 2021 at 6:30 PM.

B. Public Comment Submission

The public was invited to submit public comments.

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 04-13-21.
L. Lewis seconded the motion.
The board **VOTED** to approve the motion.

E. Public Comment

There were no public comments.

II. Key Agenda Items & Presentations

A. Marketing Update

Jennifer Lucas reported that our applicants went up to 166 from 152. She anticipates that the school will continue to receive applications, and the production of the video is underway. Ms. Lucas recommends that we put the rest of our budget towards digital advertising and outreach ($10,000 of remaining $12,000). She thinks that there are a lot of people who will be moving between the end of the current school year and the start of the next school year. She also recommends that the school do some live events in June to show off the school and our facilities to families that have applied.

Ms. Lucas would like to see the school bring in another 100 applications in order to get another 40-50 confirmed students. She strongly emphasized the live events (usually held when students weren't in the building given the ongoing pandemic) as playing a role in getting more families to attend.

B. Strategic Planning Update

Dr. Tracy provided an update that Ten Square has provided the information from the Strengths, Weaknesses, Opportunities and Threats analysis. They will use that information in part to develop a plan in the next month.

C. Mind Brain Education

Dr. Tracy provided an update on Mind Brain Education. The tool was launched on Friday with the staff, and staff seemed to be excited about the project and launch.

D. Blended Learning Update

Sam Villegas presented on blended learning. The team continues to work on what blended learning will look like for next year.

E. End of Grade and End of Course Testing Plan

Sam Villegas provided an update on testing at the school. There will be 102 different groupings in 5 days of testing with 4 days of make-up days. Kestrel Heights will be desk monitored by the NC Department of Public Instruction. The monitoring visit will take place remotely, and the documentation is due to the State on Friday, May 14. Ms. Villegas, Ms. Callahan and Ms. Kennedy are responsible for testing and the DPI monitoring visit.

The US Department of Education required states to conduct testing this year, but North Carolina submitted two waivers on requiring testing and on reporting. Both waivers were granted, so it is not mandated that 95% of students take the EOGs. EOG assessments in grades 3-8 will not impact a student's pass/fail and/or grade. Students in Math I are required by state law to take the End of Course test, and they are required to count for 20% of the final grade for the course.

F. 2020-21 Accreditation Process

Dr. Tracy provided an update on the accreditation process. The feedback from the team was positive, but the official report will not be released until later this month.

G. Facilities Sub-Committee

Brandon Paris and Robin Clement provided an update from the Facilities Committee. The consultant, Justin Matthews, shared a draft design plan for the addition to the school. The drawing is preliminary, and the designs will be updated after a site visit by the design/build firm. The committee is also making good progress on the bond.

H. COVID-19 Federal Relief Funds

Dr. Tracy and Tonya Jackson provided information on the federal funds that the school receives and how they will be used.

III. Operational Reports

A. Executive Director Report

Dr. Tracy provided an update on the Executive Director report.

B. Monthly Budget Report

Dr. Tracy provided an update on the monthly budget. The school is in a good position on its budget.

C. Return to School Planning

Dr. Tracy gave an update on how the return to school planning has gone. It has gone smoothly with no increases in illness of scholars or staff.

D. Monthly Epi Center Report

Dr. Tracy provided an update on the monthly epi center report. The school is on-track with its reporting to the state.

IV. Committee Reports

A. Academic Sub-Committee

Adrienne Davis provided an update from the committee. They plan to invite Ms. Kennedy and the Mind Brain education team to their next meeting so they can understand how they can support those efforts.

B. Governance Sub-Committee

No update from this committee.

C. Development Sub-Committee

No update from this committee.

D. Board Member Recruitment and Elections

Josephe Featherstone provided an update from this committee. There has been at least one candidate who submitted an application. The committee requests that Board members continue to help recruit additional candidates.

V. 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). (5)To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of

real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract and (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.
R. Clement seconded the motion.
The board **VOTED** unanimously to approve the motion.
R. Clement made a motion to Approve the hiring of a kindergarten teacher.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.
D. Wimberly made a motion to Approve hiring of a facilities manager candidate as presented.
A. Davis seconded the motion.
The board **VOTED** unanimously to approve the motion.
B. Paris made a motion to Provide a retention bonus structure over 3 years starting in 2022, in year 1 - $1,000 per administrator, year 2 - $2,500, year 3 - $4,000 for a total of $40,000 for 5 administrators as identified in the plan.
L. Lewis seconded the motion.
The board **VOTED** to approve the motion.
S. McGarrah made a motion to return to open session.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Closing Items

A. Board Agenda for Next Month

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:01 PM.

Respectfully Submitted,
S. McGarrah