APPROVED

Kestrel Heights Public Charter School

Minutes

Regular Board Meeting

Monthly Board Meeting

Date and Time
Tuesday July 13, 2021 at 6:30 PM

Location
https://zoom.us/j/97270389749?pwd=VlEyYlVVL2V1THlZdnVleUZSUmU2Zz09

Meeting ID: 972 7038 9749
Passcode: KHCS

Password is KHCS

Directors Present
A. Davis (remote), D. Wimberly (remote), J. Featherstone (remote), L. Lewis (remote), R. Clement (remote), S. Goram (remote), S. McGarrah (remote)

Directors Absent
B. Paris, S. Foy-Watson

Directors who arrived after the meeting opened
R. Clement

Ex Officio Members Present
M. Callahan (remote)

Guests Present
Alicia Tabiri (remote), B. Buckholz (remote), Derek Powe (remote), Dottie Heath (remote), Holly Thom (remote), James Price (remote), Janalee Jordan-Meldrum (remote), M. Tracy (remote), S. Bowens (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 Jul 13, 2021 at 6:32 PM.

B. Public Comment Submission

Mr. Featherstone asked meeting participants to place public comments in the chat for the meeting and noted that the meeting will be recorded.

C. Record Attendance and Guests

D. Approve June 2021 Regular Board Meeting Minutes

A. Davis made a motion to approve the minutes from Regular Board Meeting on 06-08-21.
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

Dr. Tracy noted the updated report for the school's marketing efforts on behalf of Jennifer Lucas.

B. Strategic Planning Update

Janalee Jordan-Meldrum from TenSquare shared the strategic plan and reviewed the sections of the document with the Board. She shared that there was very good engagement from the participants in the process. The Board asked questions about resources and some of the plan findings.

C. Mind Brain Education

Dr. Tracy noted that the professional development calendar has been updated to provide staff with four dates for mind brain education training. The additional process and tracks are being developed by the team led by Stacy Kennedy.

D. Blended Learning Update

No additional update.

E. Facilities Sub-Committee

Ms. Clement reported that the facilities committee submitted a final construction plan. We are awaiting the 20th day average daily membership to determine how to proceed with the bond.

F. Kestrel Heights Board of Director Elections

Mr. Derek Powe was interviewed for board candidacy, and he was presented as a candidate for the Board. The interview committee formally nominated Mr. Derek Powe as a Board member.
S. McGarrah made a motion to approve Mr. Derek Powe as a member of the Kestrel Board of Directors.
S. Goram seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Paid Time Off Payout Plan for the 2021-22 School Year

Dr. Tracy presented a plan to payout for used paid time off (PTO) in order to reduce the amount of absences within the school year. Further, staff has requested that they have a little more certainty around the payout. Dr. Tracy noted that the cost of a substitute is more than paying out the teachers for their unused PTO.
S. McGarrah made a motion to continue with the paid time off payout plan for the 2021-22 school year.
A. Davis seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Academics

A. End of Grade/Course and iReady End of Year Results

Dr. Tracy presented on the EOG/Course and iReady End of Year results. The ELA scores will not be returned until September because the State is re-norming the test. The results were lower than the previous years, which Dr. Tracy attributed to the online learning environment through the pandemic.

IV. Operational Reports

A. Executive Director Report

Dr. Tracy presented his Executive Director report, which noted enrollment (down to 448 from the goal of 500), as well as bus routes and other information for next year. He noted that there were no liabilities noted at this time.

B. Monthly Budget Report

Dr. Tracy shared the monthly budget report. The new fiscal year starts in July, but the FY 2020-21 is still being closed out. Dr. Tracy will offer the proposed operating budget for FY 2021-22 in the closed session.

C. Return to School 2021-22

Dr. Tracy shared the key updated changes for the Return to School plan for 2021-22. One of the important changes is to keep a calendar of events, continuation of the Diversity and Inclusion committee, and grade-level advising (using Class Dojo points).

D. Monthly Epi Center Report

Dr. Tracy shared the monthly Epi Center report. The new reporting period will start in July, but the State has not set that up yet. As of July, Kestrel has completed all of the Epi Center documentation required by our charter.

V. Committee Reports

A. Academic Sub-Committee

No report at this time.

B. Governance Sub-Committee

No report at this time.

C. Development Sub-Committee

No report at this time.

D. Board Member Recruitment and Elections

There is an application coming in for the staff ex-officio Board member position: Mr. Price. We had additional applicants, but a few were unable to continue in the process for other reasons. Mr. Featherstone asked board members to continue to recruit more members for the Board.
A. Davis made a motion to elect Stephanie McGarrah as secretary of the Board.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. McGarrah made a motion to elect Brandon Paris as treasurer of the Board.
A. Davis seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. McGarrah made a motion to elect Dalia Wimberly as vice president of the Board.

A. Davis seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. McGarrah made a motion to elect Adrienne Davis as the president of the Board.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.

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). (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.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Staffing Plan for the 2021-22 School Year (Contract Approval)

The Board voted to approve the slate of proposed staffing plan for the 2021-22 school year.

C. 2021-2022 Updated Annual Budget

Dr. Tracy shared the updated annual budget for the 2021-22 school year.

D. Transportation Contract

The Board discussed and approved a contract with Elite Transportation for bus services for the 2021-22 school year.
R. Clement arrived.

E. Facilities Contract

The Board voted to approve a contract with Word of Mouth contractors for a facilities maintenance agreement.

VII. Closing Items

A. Board Agenda for Next Month

The Board agreed to include information about leasing options in closed session for the next meeting.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:46 PM.

Respectfully Submitted,
S. McGarrah