APPROVED

Kestrel Heights Public Charter School

Minutes

Regular Board Meeting

Monthly Board Meeting

Date and Time
Tuesday September 14, 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), B. Paris (remote), D. Powe (remote), D. Wimberly (remote), L. Lewis (remote), R. Clement (remote), S. McGarrah (remote)

Directors Absent
S. Goram

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

Guests Present
A. Touchette (remote), Alisa Day (remote), B. Buckholz (remote), Courtney Holmes (remote), Dottie Heath (remote), Eric Chaplin (remote), Eric Johnston (remote), Ginica Manching (remote),

Homaira Sharif (remote), Jennifer Lucas (remote), Jocelyn Atkins (remote), Justin Matthews (remote), Kim Keith-Thompson (remote), M. Tracy (remote), Melissa Pulongbarit (remote), Melissa Spears (remote), Morgan Ray (remote), Ronald Hess (remote), Ruth Martich (remote), S. Bowens (remote), S. Vargas (remote), S. Villegas (remote), T. Jackson (remote), Yatoya Owens-Fields (remote)

I. Opening Items

A. Call the Meeting to Order

A. Davis called a meeting of the board of directors of Kestrel Heights Public Charter School to order on Tuesday Sep 14, 2021 at 6:30 PM.

B. Public Comment Submission

Participants were asked to note public comments in the chat for the virtual meeting.

C. Record Attendance and Guests

D. Approve August 2021 Regular Board Meeting Minutes

D. Wimberly made a motion to approve the minutes from Regular Board Meeting on 08-10-21.
D. Powe seconded the motion.
The board **VOTED** to approve the motion.

E. Approve August Special Meeting Minutes

D. Wimberly made a motion to approve the minutes from Special Session Board Meeting on 08-31-21.
B. Paris seconded the motion.
The board **VOTED** to approve the motion.

F. Public Comment

There was no public comment.

II. Key Agenda Items & Presentations

A. Marketing Update

Jennifer Lucas provided the market update. Kestrel has gotten 22 applications in the past month; Kestrel got a total of 274 new applications for the past year. As of the eighth day of school, Kestrel has 424 students enrolled. Ms Vargas tracked the reasons for attrition in the current year, but all of the students that left were because of no virtual

option. Kestrel has a 22% attrition rate from year to year, but a sustainable attrition rate for a charter school is 8-9%.

B. Virtual Academy

Ms. Villegas shared information on Kestrel's proposed virtual academy. The State of North Carolina did not allow charter schools to offer a virtual option until the end of August. Ms. Villegas covered the virtual program. In this year's Hawks at Home program, the virtual academy will be a live stream version of the classroom and students at home will be required to turn on their cameras. The master schedule will be followed, and electives will be offered at home in modified lessons. Google Classroom will be the secure software that will be used, and core classroom teachers will save instructional videos to their classrooms. There will not be windows for the virtual academy this year, but families will be required to complete virtual through the end of the month if starting the virtual option. Hawks at Home is optional for families, and students will be required to use school computers and if approved by the Board, the instruction would start on 9/27/21.
S. McGarrah made a motion to Approve virtual instruction plan as presented.
R. Clement seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Facilities Sub-Committee

Justin Matthews provided an update on the school construction progress. We have begun the pre-construction process; given the supply chain issues, we can pay for these with cash before going through the bond process.

D. Community Handbook (Student Handbook and Code of Conduct)

Dr. Tracy and Stephon Bowens noted that the Board need to vote on the community handbook. There were no substantive changes on the handbook.

Going forward, Board members requested that the handbook and/or policies with changes noted be presented to the Board for consideration.
B. Paris made a motion to Approve the community handbook as present.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Athletic Director Annual Presentation

Mr. Hess gave an update on Kestrel sports. There is a new soccer coach (Coach Acosta) and the school has been able to field teams in most sports despite last year's gap year.

III. Academics

A.

Blended Learning Update

Ms. Villegas provided an update on blended learning. Teachers are implementing the blended learning model with guided reading, guided math and small groups.

B. 2020-2021 EOG Results and Beginning of Year iReady Assessment

Dr. Tracy noted that Kestrel participated in the on-site EOG results from the prior of the school year, and he reviewed those scores as included in his report. While the federal government waived the school grading requirement based on EOG scores, the State of North Carolina still has a statutorial requirement for school grades.

Kestrel uses iReady for assessing scholars at different points during the school year, and those tests are underway.

C. Mind Brain Education

Dr. Tracy noted that Kestrel will have its first school-wide mind brain education session this Monday.

D. Guided Reading Update

Ms. Villegas included as part of the blended learning update.

E. Guided Math Update

Ms. Villegas included as part of the blended learning update.

IV. Operational Reports

A. Executive Director Report

Dr. Tracy provided his Executive Director report, which included details on enrollment, meals, and other information on school operations. Bus operations are going well (we have hired a third-party company), but they are having problems keeping drivers. There are 17 kids still on the waitlist for bus services.

B. Monthly Budget Report

Dr. Tracy provided the end of the year budget report for the previous fiscal year. He got access to the budget information for the current school year from our budget vendor, and the school will have around $500,000 that can be moved into the school's cash reserve for this year.

C. Strategic Planning Update

Dr. Tracy provided information on the strategic plan implementation.

D. Monthly Epi Center Report

Dr. Tracy provided an update on the monthly Epi Center report, and tasks are on schedule for now with three tasks due by end of September.

E. COVID Update

Dr. Tracy provided a COVID update. Ms. Vargas created a COVID dashboard to improve transparency. Dr. Tracy discussed the revised processes at the school for breakfast, lunch and snacks as well as mask mandates and rapid testing (through the ABC Collaborative). The school is facing increased cleaning and sanitizing costs.

V. Committee Reports

A. Academic Sub-Committee

No update from this commitee.

B. Paid Family Leave Policy

Ms. Callahan presented a proposal and research for improving the school's paid family leave policy. Ms. Buckholz and Ms. Callahan presented the current practice and then three additional scenarios for consideration. She noted that this policy is still in the research phase and there are still questions to be answered by our insurance vendors, including fiscal impacts. Board members asked questions, including what other charter schools offer. Ms. Callahan and Ms. Buckholz are going to continue their research on this proposal.

C. Kestrel Heights Mask Policy

On August 31, Governor Cooper signed a bill into law that requires schools to vote on a mask policy each month. Kestrel has developed a mask policy that requires students and staff to wear masks when at school. Board members asked questions about the mask policy requirements from a voting perspective.
B. Paris made a motion to accept the mask policy as written with amended to allow surgical masks and KN95 masks are acceptable under the face masks should section.
D. Powe seconded the motion.
The board **VOTED** to approve the motion.

D. Sub-committee discussion and assignments

This discussion was tabled for the October meeting. Chair Davis asked that Board members email her with their proposed assignments.

VI. Closed Session

A. Enter Closed Session

S. McGarrah made a motion to Enter closed session in accordance with NC Session Law § 143-318.11. 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. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.
B. Paris seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Closed Session Item #2

S. McGarrah made a motion to return to open session.
R. Clement seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Report out from Closed Session

Stephanie McGarrah that Board discussed three personnel issues, two of which require votes.
S. McGarrah made a motion to hire an art teacher as presented.
R. Clement seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. McGarrah made a motion to ratify the actions of the August 31, 2021 special meeting for the Board to appoint a subcommittee to handle a personnel matter.
R. Clement seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Board Agenda for Next Month

Board committee assignment discussions were moved to the following month.

C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:26 PM.

Respectfully Submitted,
S. McGarrah