APPROVED

Kestrel Heights Public Charter School

Minutes

Regular Board Meeting

Monthly Board Meeting

Date and Time
Tuesday February 8, 2022 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), R. Clement (remote), S. Goram (remote), S. McGarrah (remote)

Directors Absent
L. Lewis

Ex Officio Members Present
M. Callahan (remote), T. Jackson (remote)

Guests Present

A. Touchette (remote), B. Buckholz (remote), Dottie Heath (remote), Elise Pritchett (remote), Justin Matthews (remote), Mary Nash Rusher (remote), S. Bowens (remote), S. Vargas (remote), S. Villegas (remote), Susan Barnes (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 Feb 8, 2022 at 6:30 PM.

B. Public Comment Submission

Chair Davis invited people to add public comments in the chat.

C. Record Attendance and Guests

D. Approve December Regular Board Meeting Meetings

S. McGarrah made a motion to approve the minutes from Regular Board Meeting on 12-14-21.
D. Wimberly seconded the motion.
The board **VOTED** to approve the motion.

E. Approve Regular January 2022 Board Meeting Minutes

R. Clement made a motion to approve the minutes from Regular Board Meeting on 01-11-22.
D. Wimberly seconded the motion.
The board **VOTED** to approve the motion.

F. Approve January Special Session Meeting

B. Paris made a motion to approve the minutes from Special Session Board Meeting on 01-30-22.
D. Wimberly seconded the motion.
The board **VOTED** to approve the motion.

G. Public Comment

There was no public comment.

II. Key Agenda Items & Presentations

A. Elementary Update

Mr. Touchette provided an update on the intervention program and small group instruction in our core classes, which are in alignment with the school's strategic plan

(goal 1). The intervention program is more data driven and designed for the individual student; these intervention programs are typically guided reading or guided math instruction with a small group of students (2-3) and a teacher.

B. Marketing Update

Ms. Vargas provided a marketing update on 2021-22 enrollment. As of today, 94% of students have recommitted to Kestrel. She shared data on Kestrel's website and social media site; both social media sites reached a combined 8,000 families. Kestrel has continued to backfill seats and enroll scholars mid-year as a few current scholars have left (6 withdrawals in January were due to moves or attending a private school).

C. Hawks at Home Academy

Ms. Vargas provided an update on the Hawks at Home Academy. The Hawks at Home Tracking shows that there are still nearly 50 students that have moved to virtual learning for February. Those numbers tend to fluctuate month-to-month as families' health situations and comfort levels with COVID change.

D. Resolution to Approve Bond Related Documents

Chair Davis kicked off need to sign bond related documents, including a construction agreement, new construction timeline, contingency plans and increasing the amount of the bond contingency by $200,000. The board and its attorney, Ms. Mary Nash Rusher, discussed the pros and cons of including the bond contingency amount and the requirements of when the funds must be spent and how the funds can be used. The Board discussed using the additional funds for improvements to the existing building after the new construction has been completed and new playground has been rolled into the new construction project.

Mary Nash Rusher explained the role of School Improvement Partners in terms of helping the school complete the continuing disclosure agreements that are required for charter schools in completing bond paperwork.
R. Clement made a motion to include $200,000 contingency in our bond loan.
D. Powe seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. McGarrah	Aye
D. Wimberly	Aye
R. Clement	Aye
S. Goram	Aye
L. Lewis	Absent
A. Davis	Abstain
B. Paris	Aye

Roll Call

D. Powe Aye

D. Wimberly made a motion to approve the bond issue resolution dated February 8, 2022 included in the bond packet.

R. Clement seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

B. Paris Aye
A. Davis Aye
S. Goram Aye
L. Lewis Absent
D. Powe Aye
D. Wimberly Aye
S. McGarrah Aye
R. Clement Aye

E. Facilities Sub Committee

Mr. Matthews and Ms. Clement provided an overview of the facilities work and progress.

III. Curriculum & Assessment

A. Data Review

Ms. Villegas shared information about the Education Value-Added Assessment System (EVAAS). The pandemic has impacted the testing data as some students did not take the tests during the pandemic. Kestrel uses iReady data, and we were able to use that data in EVAAS to get growth data scores for each grade. K-2 students have been impacted most by the pandemic. There is a strong correlation between iReady scores and end of grade tests. The school as a whole is starting to see an increase in scores.

IV. Operational Reports

A. Executive Director Report

Mrs. Jackson provided an update on the Executive Director's report. She talked about enrollment, school culture, upcoming NC Department of Public Instruction audits, counselor activities, and PTA-created lactation room.

B. Monthly Budget Report

Ms. Jackson provided an update on the budget. There is no new report yet from Charter School Partners. She noted the construction expenses that have been incurred so far.

V. Committee Reports

A.

Academic Sub-Committee

Mr. Powe noted that there are new members on the academic subcommittee.

B. Governance Sub-Committee

Ms. Callahan noted that the committee and staff are reviewing the community handbook and will provide suggested edits. The Board will get the handbook prior to the March meeting.

C. Development Committee Update

No update at this time.

D. Kestrel Heights Mask Policy

Ms. Buckholz noted that there were no suggested updates to the mask policy.
B. Paris made a motion to keep the current mask policy in place.
D. Powe seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Updates from the Strong School Toolkit

Ms. Buckholz provided an update on the Strong School Toolkit. NC DHHS released an update and now provides the school with a test to stay option as long as the school has a mask mandate in place. The school plans to use this option and wanted to make the Board aware of their approach.

F. On-Site COVID Screening

Ms. Buckholz provided information on NC DHHS's program which provides the school with Mako COVID tests and trains staff on how to do testing. This program will benefit parents and students because school can do testing on-site and the test results are quick.

G. COVID Contingency Plan

Mrs. Jackson shared the Kestrel COVID contingency plan for when the school has insufficient staffing due to COVID. The school would transition to online schooling ONLY in instances where the school has insufficient staff (e.g. 8-12 of teachers are out or 35-55% of staff) with no possibility of getting substitutes to cover these classes. This scenario happened in January, so the school has experience in handling this scenario. Another criteria is if 60% of students who attend in person experience COVID exposure and are staying remote; in this scenario, the school would temporarily transition to all remote instruction. The contingency plan includes notification plans and how to get technology to students.

VI. Closed Session

A.

Enter Closed Session

D. Wimberly made a motion to enter into closed session per NCGS § 143-318.11(a) for the following purposes: 1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes. (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded. (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. 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.
D. Powe seconded the motion.
The board **VOTED** unanimously to approve the motion.
D. Wimberly made a motion to return to open session.
R. Clement seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Staffing Recommendations

C. AES Contract Discussion

D. Bond Discussion

VII. Closing Items

A. Report out from Closed Session

Ms. McGarrah reported that the Board discussed a contract issue and personnel recommendations in closed session.

D. Wimberly made a motion to approve the hiring of a dance teacher and instructional assistant as recommended by Mrs. Jackson.
S. McGarrah seconded the motion.
The board **VOTED** unanimously to approve the motion.
R. Clement made a motion to allow the Executive Committee to amend and engage AES in a contract based on the bond requirements.
S. McGarrah 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 9:15 PM.

Respectfully Submitted,
S. McGarrah