APPROVED

Kestrel Heights Public Charter School

Minutes

Regular Board Meeting

Monthly Board Meeting

Date and Time
Tuesday April 12, 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
J. Price (remote), M. Callahan (remote), T. Jackson (remote)

Guests Present

A. Touchette (remote), B. Buckholz (remote), Holly Thom (remote), Justin Matthews (remote), S. Vargas (remote), S. Villegas (remote), Saleisha Averhart (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 Apr 12, 2022 at 6:32 PM.

B. Public Comment Submission

Ms. Davis welcomed public comment in the chat.

C. Record Attendance and Guests

D. Approve March 2022 Regular Board Meeting Meetings

D. Wimberly made a motion to approve the minutes from Regular Board Meeting on 03-08-22.
D. Powe seconded the motion.
The board **VOTED** to approve the motion.

E. Public Comment

There was no public comment.

II. Key Agenda Items & Presentations

A. Marketing Update

Ms. Vargas provided a marketing update. Expansion project information has been added to the Kestrel Heights' website, which includes construction updates, FAQs and parent & family engagement information. Social media ads with a groundbreaking video and athletic ads. There are seats available in 6th and 7th grades, so marketing is focused on middle school. The Facebook page reached nearly 9,000 people. There are also exit surveys going out for those students who have left or declined their seats. At this time, 478 students have indicated their plans to enroll for the 2022-23 academic year. Open House and additional events are being planned for the new school year as well.

B. Hawks at Home Academy

Ms. Vargas shared that there are 43 scholars who remain in Hawks at Home Academy. There has been no change from month to month. There has been no feedback from families about the likelihood that Hawks at Home will not be offered in the new school year.

C.

Facilities Sub Committee

Mr. Matthews and Ms. Clement provided an update. The City of Durham did release the stormwater permit on Friday. Duke Energy has agreed to move the private energy line, and work has kept going while the school was waiting on the stormwater permit. The school made a change order for additional outlets in classrooms, and the school made color selections. The foundation comes next.

III. Curriculum & Assessment

A. Read to Achieve Camp

Ms. Villegas said that 40-50 first, second and third graders have been invited to attend the Read to Achieve Camp, and Ms. Bowie will be the camp coordinator.

B. Camp Kestrel

Mr. Touchette provided an update on Camp Kestrel, which is the school's free summer day camp for Kestrel families. The camp will feature a couple of hours of reading and math in the morning, followed by sports and arts in the afternoon. Mr. Price is returning as camp director, and 64 students have registered so far. The registration is also open to pre-kindergarten students who will be attending Kestrel in the fall of 2022. Mr. Price added that there will be some assessments for students as well.

C. Discipline Data Analysis

Mr. Touchette provided an update on the quarterly data wall and sharing it with Kestrel families. Disciplinary referrals are included in this quarterly data, and Mr. Touchette wanted to share his data analysis of these disciplinary referrals (those where a teacher asks for support from a building principal or the Dean of Students). The number for the third quarter was 113 referrals, most of which seems to occur in the 4th grade and in the middle school grades, with 8th grade having the highest numbers of referrals. The staff is responding by putting together incentives for better behavior, developing plans for each student, and supporting teachers that may need additional support. Ms. Jackson and Ms. Villegas shared their plans for moving forward by teaching behavior expectations and being consistent from staff to staff and place to place.

IV. Operational Reports

A. Executive Director Report

Ms. Jackson shared her Executive Director report. The administrative team met with the kindergarten teaching team and discussed with them the importance of their role in Kestrel's success. They discussed how to engage with their students and their families with kindergarten screening and during the summer. Enrollment is trending up.

From an EpiCenter reporting, the fire inspection has been completed along with grievance policy. Kestrel applied for a transportation grant, and the school is eligible to be reimbursed for 65% of transportation costs up to $100,000.

B. Monthly Budget Report

Ms. Jackson shared the monthly budget report. In the report, there is a $92,000 deficit that will continue to be reduced as the State of NC provides funds to Kestrel. Ms. Jackson also will work with Charter School Partners to reclassify some expenses are in the correct budgets for the grants.

C. Proposed 2022-2023 Budget

Ms. Jackson shared the proposed 2022-23 budget that includes the adjusted salaries that the Board approved in the March meeting. The Board will review and vote on this in the next meeting.

D. Title I Programs and Federal Program Monitoring

Ms. Jackson shared the information on Title 1 program documents (Parent, School and Home Compact and the Parent and School Engagement Policy). Ms. Jackson also shared that Kestrel had completed our federal program monitoring, and she noted that there was only one minor finding, which the school has resolved. The Board can approve these documents next month. Ms. Callahan shared that the staff has made these documents more user-friendly for parents.

E. Request for Proposals

Ms. Jackson noted that the school will be releasing Requests for Proposals for several services:
transportation, maintenance and cleaning, technology and attorney.

The school will not be issuing an RFP for cafeteria services because the school is in the middle of the application for the National School Lunch Program, and we need to keep our current caterer for at least one year.

V. Committee Reports

A. Academic Sub-Committee

Mr. Powe provided an update on the Academic subcommittee. The subcommittee was not having a lot of success in hearing back from companies, so they decided to switch gears and is going to focus on coding at Camp Kestrel.

B. Governance Sub-Committee

Ms. Callahan provided an update on the policy manual and Student Handbook and Code of Conduct. Those completed drafts are included in the agenda packet. The Board will review them and vote on them next month.

C. Kestrel Heights Mask Policy

Ms. Buckholz shared the survey data from parents and staff about making masks optional. Board members shared their comments and experiences with masks and masking policies.
D. Powe made a motion to for Kestrel Heights mask policy to move to mask optional for everywhere as of April 25, 2022 and extend the last day of Hawks at Home to April 29, 2022.
S. McGarrah seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. Clement	Aye
D. Powe	Aye
S. McGarrah	Aye
S. Goram	No
L. Lewis	Absent
D. Wimberly	Aye

VI. Closed Session

A. Enter Closed Session

D. Powe made a motion to § 143-318.11. Closed sessions. (a) Permitted Purposes. - It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required: 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. Wimberly seconded the motion.
The board **VOTED** to approve the motion.

B. Staffing Recommendation

C. Lease Agreement for Transition

VII. Closing Items

A. Report out from Closed Session

Ms. Davis reported that the Board discussed salary adjustments for the school counselor positions as well as a recommendation for an Exceptional Children's teacher. The Board also discussed a possible leasing agreement.
D. Wimberly made a motion to Approve the school counselor salary adjustment as proposed.
D. Powe seconded the motion.
The board **VOTED** to approve the motion.
D. Wimberly made a motion to Approve the EC teacher recommendation as presented by Mrs. Jackson.
D. Powe seconded the motion.
The board **VOTED** 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 9:04 PM.

Respectfully Submitted,
S. McGarrah