APPROVED

Kestrel Heights Public Charter School

Minutes

Regular Board Meeting

Monthly Board Meeting

Date and Time
Tuesday June 14, 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. Wimberly (remote), R. Clement (remote), S. Goram (remote), S. McGarrah (remote)

Directors Absent
D. Powe

Ex Officio Members Present
J. Price (remote), T. Jackson (remote)

Guests Present

A. Touchette (remote), Adam Love (remote), Alvis Stephens (remote), Elise Pritchett (remote), Jalila Bowie (remote), Justin Matthews (remote), M. Gordon (remote), S. Vargas (remote), S. Villegas (remote), Theresa Holt-Thompson (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 Jun 14, 2022 at 6:31 PM.

B. Public Comment Submission

Ms. Davis invited public comment in the chat.

C. Record Attendance and Guests

D. Approve April 2022 Regular Board Meeting Meetings

D. Wimberly made a motion to approve the minutes from Regular Board Meeting on 04-12-22.
D. Powe seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve May 2022 Regular Board Meeting Minutes

R. Clement made a motion to approve the minutes from Regular Board Meeting on 05-10-22.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Approve May 2022 Special Meeting Minutes

R. Clement made a motion to approve the minutes from May Special Meeting on 05-20-22.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Public Comment

There was no public comment.

II. Key Agenda Items & Presentations

A. Marketing and Enrollment Update

Ms. Vargas provided the June marketing and enrollment update. She shared the difference in the reach without the ads as Kestrel wasn't running ads at the end of May. The school will start up new ads after July 1.

Enrollment remains steady at 489 with 18 pending for 2022-23. Marketing and social media campaign will kick off soon for outreach to new and returning families. Kestrel PTA is coordinating to advertise outreach events.

B. Hawks at Home Academy

Ms. Vargas reported on Hawks at Home Academy with 390 students enrolled in May. There were no changes and the program has concluded.

C. Facilities Sub Committee

Mr. Matthews provided a facilities update. Budget is in good shape, but construction is very far behind. BCCG provided the attached report.

III. Curriculum & Assessment

A. Academically and Intellectually Gifted Plan 2022-2025

Mr. Love reminded the Board that he presented on the AIG plan at the May meeting. He is here to answer any questions that the Board has.
S. McGarrah made a motion to Approve the AIG plan as presented.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. End of Grade Testing (EOGs)

Ms. Villegas provided on the End of Grade Testing. She thanked Mr. Love and Ms. Callahan for their help with EOG and EOC testing. She noted that they were concerned that they wouldn't reach 95% with Hawks at Home Academy. However, Kestrel had 99% of students complete the tests. The iReady data did correlate with EOG scores.

Kestrel's scores were lower than hoped, but the administration team is waiting to see how other scores in the state scored. Further, the team will strategize on ways to improve the scores.

C. Teacher Working Conditions Survey (TWC)

Mr. Touchette shared Kestrel's teacher working conditions survey data, which is a survey required by the State of North Carolina. 100% of all teachers and staff completed the survey. Kestrel only had lower than the state average for one of the domains in the survey, which was "non-instructional time provided for teachers in my school is sufficient". Kestrel showed marked improvement from 2020 to 2022 in the areas of teacher time (sufficient time for instruction), managing student conduct (faculty work in a school

environment that is safe), and teacher leadership (teachers encourage to participate in school leadership roles). There were areas of concern as well in safety (only 80% of teachers agreed that students are not bullied about their race) and teacher non-instructional time. Mr. Touchette noted that an additional 5 minutes are being added to teacher planning time and the school's Diversity and Inclusion Committee will continue their work on training staff. Additionally, teachers and staff will be empowered to examine curriculum options and weigh in on options when new curriculum is selected.

IV. Operational Reports

A. Executive Director Report

Ms. Jackson shared the Executive Director report with the board. Goal of marketing and outreach is to connect with Kestrel students early (before the school year starts). She shared the EpiCenter reports have been completed, two reports will be added, and that the school needs to amend its charter given the construction project and change in address. She also shared the summer office schedule. There was one liability concern that was resolved. She also mentioned current staffing vacancies as of the end of 2021-22 school year.

B. Monthly Budget Report

Ms. Jackson shared the monthly budget report, which shows a budget surplus of nearly $500,000 for the school year. There are some line items that need to be adjusted.

C. Requests for Approval

Ms. Jackson noted the purchases in excess of $10,000 for that she is requesting the Board's approval. The first is for Frontline and the second is for iReady.
S. McGarrah made a motion to approve the Frontline in the amount of $10,164.
B. Paris seconded the motion.
The board **VOTED** unanimously to approve the motion.
B. Paris made a motion to approve the iReady contract in the amount of $21,850.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. RFP Process - Vendor Selection for 2022-2023

Ms. Jackson received and the committee reviewed the vendors.
S. McGarrah made a motion to approve the WeeTramz contract for $116,000 for 2022-23 school year.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. McGarrah made a motion to approve the Spotless janitorial contract for the 2022-23 school year for $96,705.
S. Goram seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Prioritized Facilities and Maintenance Requests

Ms. Gordon shared the facilities and maintenance requests that need to take place, including a new roof for the gym. She will present quotes at the next meeting.

Kestrel is working through the list of requirements for the vacating the old building. Two remaining tasks are to take the signage off the old building and dispose of the old playground.

Additionally, Ms. Gordon shared information on the move of the elementary school. She noted that after much research, the most fiscally responsible approach is renting trailers that the School could store in the parking lot of Kestrel.
S. McGarrah made a motion to Approve the contract with Word of Mouth Construction to provide moving and storage services for the elementary and middle schools in the amount of $20,000 pending the approval of BCCG for the placement of moving materials.
B. Paris seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. McGarrah made a motion to approve the rental of trailers for moving the elementary and middle schools not to exceed $15,000.
R. Clement seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Planning and Logistics

Planning and logistics updates were included in facility and maintenance request section of the agenda.

V. Committee Reports

A. Academic Sub-Committee

Mr. Price provided an update on the work of the academic subcommittee, including their plans for Camp Kestrel.

B. Governance Sub-Committee

Ms. Davis shared some work that the governance subcommittee will continue on family medical leave.

C. Kestrel Heights Mask Policy

R. Clement made a motion to continue the mask policy as optional.
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 a closed session per NC General Statute § 143-318.11 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. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Staffing Recommendations

C. Update about the Elementary School Transition

VII. Closing Items

A. Report out from Closed Session

Ms. McGarrah shared that the Board discussed three candidates for vacant positions as well as a contract.
S. McGarrah made a motion to approve the candidates as presented for the Dean of Culture, Director of Operations, and school counselor positions.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.

S. McGarrah made a motion to approve the contract with Bowens-Averhart law firm for $975 per month for the 2022-23 school year.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.
The Board discussed nominations for Board leadership positions. Adrienne Davis was nominated for President. Dalia Wimberly was nominated for Vice President. Brandon Paris was nominated for Treasurer, and Stephanie McGarrah was nominated for Secretary. The Board will vote on it 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