APPROVED

Kestrel Heights Public Charter School

Minutes

November Board Meeting

Date and Time
Tuesday November 8, 2022 at 6:30 PM

Directors Present
A. Davis (remote), B. Paris (remote), D. Powe (remote), D. Wimberly (remote), S. Goram (remote), S. McGarrah (remote)

Directors Absent
None

Directors who arrived after the meeting opened
S. McGarrah

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

Guests Present
A. Touchette (remote), Dale Edmonds (staff), Holly Thom (staff), Homaira Sharif (staff) (remote), Jocelyn Atkins (parent) (remote), Justin Matthews (Alliance Educational Services) (remote), Keith Marciniak (parent), M. Gordon (remote), S. Bowens (remote), S. Vargas (remote), S. Villegas (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 Nov 8, 2022 at 6:33 PM.

B. Public Comment Submission

C. Record Attendance and Guests

S. McGarrah arrived.

D. Approve October Meeting Minutes

D. Wimberly made a motion to approve the minutes from October Board Meeting on 10-11-22.
D. Powe seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
B. Paris	Aye
A. Davis	Aye
D. Wimberly	Aye
S. Goram	Aye
S. McGarrah	Absent
D. Powe	Aye

E. Public Comment

II. Key Agenda Items & Presentations

A. Marketing and Enrollment Update

Ms. Vargas presented the marketing and enrollment update, including current social media campaigns. We continue to reach our community via social media ads and views. We are continuing to see a shift in our social media engagement from Facebook to Instagram.

We have enrolled 5 new scholars in October, with a current enrollment of 422. We have 12 pending enrollments and will continue backfilling applications as they are received.

Postcards are being prepared to be sent out during our application window. Our 2023-2024 application window opens on November 15.

We are also continuing with individual outreach including postcards to withdrawn families and notecards mailed home to Scholar of the Week nominees.

B. Facilities Sub Committee

Mr. Matthews presented the facilities update. We have a roof, floors, and are "dried in". This month, we will have trades "stacking" to work toward completion: plumbing,

electrical, drywall, windows and doors, painting, and HVAC. We are on track for completion.

The facilities committee had several meetings with BCBG regarding change orders. Mr. Paris provided board members with the documentation needed to discuss the change orders and details will be discussed in the closed session.

III. Curriculum & Assessment

A. Kestrel's Culture of Data

Mr. Touchette presented the Beginning of the Year (BOY) data report.

iReady data showed that as a whole, we are starting to see a gap in achievement as measured by the iReady test results, some of which is likely due to COVID learning loss. This gap is especially significant in Math.

In addition, Mr. Touchette presented scores from the BOG3 (Beginning of Grade 3) Reading Test required by the state for Read to Achieve legislation. It is important to note that this test measures proficiency on yearlong third-grade reading standards at the beginning of the year in third grade. 8 students have already tested proficient in reading at the beginning of the year.

The school team will address learning gaps through the intervention program as well as classroom instruction. Ms. Jackson described all of the resources the school is using to improve the overall instructional practice in the school through the Multi-Tiered Systems of Support model.

B. Dean of Culture Presentation

Mr. Price presented the Dean of Culture report.

Major cultural shifts this year include restorative practices, 100% usage of Class Dojo, K-8 implementation of community meetings, and least invasive discipline strategies.

In order to support these cultural shifts, plans are in place for classroom management, PBIS school store, weekly advisory lessons, and trauma-informed training for all faculty/staff. The first two PBIS school store sessions have already taken place as well as the first trauma-informed training for faculty/staff.

In response to the referrals in September and October, teacher and scholar expectations have been reviewed.

IV. Operational Reports

A.

Executive Director Report

Ms. Jackson presented the Executive Director Report.

EpiCenter submissions are on track and on time. All other topics have been previously discussed by other administrative team members in their presentations.

B. Monthly Budget Report

Ms. Jackson presented the Monthly Budget Report.

The finance committee met with Ms. Jackson, Ms. Gordon, and CSP on November 7. We are on track with our budget and operating in the black. There are no major concerns with the budget at this time, but a proposed budget amendment will be presented today.

C. Budget Amendment

Ms. Jackson presented the FY2023 Budget Amendment.

The budget amendment reflects a post-20-day ADM of 421 students as well as the updated DPS salary scale and finite state allotments for English Language Learners and Children with Disabilities.

There was an error in the FY23 Budget Amendment as presented. The total for Federal Revenue is not $670,622.73. We have adjusted the year in which we distribute our PRC 181 ESSER III funds which shows in the "PRC 181 ESSER III" line item on the FY23 Budget Amendment but not the calculated "Federal Revenue total" this line item should be $996,993.20

The final result of this FY2023 Budget Amendment is a change in the surplus from $210,868.13 to $81,964.00.
B. Paris made a motion to accept the FY2023 Budget Amendment as proposed.
D. Wimberly seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

D. Wimberly	Aye
A. Davis	Abstain
D. Powe	Aye
B. Paris	Aye
S. McGarrah	Absent
S. Goram	Aye

D. Operations Report

Ms. Gordon presented the Operations Report.

We have received our official National School Lunch Program letter in the mail.

Our phones are now working after the issues created by the power outage earlier in the year.

Ms. Gordon is working with Mr. Thompson to deal with needed repairs to the building as well as to outline the plan for moving into the new building upon completion.

We are having some internet issues and we are working with our IT company, Emerging Consulting, to develop a plan for bringing our network up to date.

We passed our health inspection and our fire inspection is due any day. Mr. Thompson has reached out to the fire department several times to communicate about our need for a re-inspection.

Ms. Gordon, Mr. Thompson, and BCBG are working together to make a plan and get quotes for repairing the alarm system.

V. Committee Reports

A. Development Committee

Ms. Wimberly and Ms. Davis discussed the progress of the Development Committee. The plan for fundraising priorities was shared with the board including long- and medium-term priorities. The Development Committee would like to see 100% board participation in the new campaign and more information will be forthcoming.

VI. Closed Session

A. Enter Closed Session

B. Paris made a motion to enter closed session for the purposes outlined in the agenda.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Paris	Aye
S. McGarrah	Aye
S. Goram	Aye
D. Powe	Aye
D. Wimberly	Aye
A. Davis	Aye

B. Project Change Orders - Approvals

VII. Closing Items

A. Report out from Closed Session

Ms. McGarrah noted that the Board met in closed session to discuss change orders for the school's construction process. The Board voted to approve three of the change orders and a fourth change order contingent upon verification of additional details related to OHP charges.

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