APPROVED

Kestrel Heights Public Charter School

Minutes

May Board Meeting

Date and Time
Tuesday May 9, 2023 at 6:30 PM

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

Directors Absent
D. Powe

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

Guests Present
A. Touchette (remote), Crystal Marrow (remote), Holly Thom (remote), Jalila Bowie (remote), Jocelyn Atkins (remote), Justin Matthews (remote), KT (remote), Leah Robinson (remote), Reggie Stewart (remote), S. Vargas (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 May 9, 2023 at 6:34 PM.

B.

Public Comment Submission

Mrs. Davis noted that participants could put public comment in the chat.

C. Record Attendance and Guests

D. Approve April Meeting Minutes

S. McGarrah made a motion to approve the minutes from April Board Meeting on 04-11-23.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Public Comment

There was no public comment.

II. Key Agenda Items & Presentations

A. Marketing and Enrollment Update

Mrs. Vargas provided an enrollment update. Social media ads are going out with a reach of over 12,000 people. There are about the same number of applications as last year. Confirmed enrollment is 449 to date with a target of 505 enrollees and applicants are still considering their options. If all applicants and returning students accepted their seats, Kestrel would have over 650 scholars for the 2023-24 school year.

B. Facilities Sub Committee

Mr. Matthews provided an update that the school received a substantial certificate of completion on May 3, 2023 and is working towards a final certificate of occupancy. The school team reported that the emptying of the storage trailers is nearly complete, but will be completed once the new building is fully ready.

III. Curriculum & Assessment

A. Summer Learning Opportunities at Kestrel

Ms. Villegas and Mrs. Bowie talked about Read to Achieve summer camp, which serves as a summer literacy camp for grades 1-3. 50-60 scholars were invited and about half will likely attend. The scholars will get 72 hours of literacy instruction. Mrs. Marrow shared plans for Camp Kestrel with about 130 scholars expected; that camp will start on July 10. The majority of campers are K-2, including incoming kindergartners.

B. Report from the Dean of Culture

Mr. Price shared a report on Kestrel Culture. The fourth quarter will be dedicated to end of grade test review and working with the social worker and counselors to contact families about attendance and tardies. Mr. Price shared that there were only 72 documented

incidents for K-8 during this school year as the school continues to focus on positive behavioral reinforcement. Promotion ceremonies and concerts are scheduled to take place this month.

C. End of Grade Testing (EOGs)

Ms. Villegas provided information on the End of Grade testing (EOGs). Mr. Love will serve as the building coordinator for testing. There will be enough spaces in current building if we are unable to use the new building, but hopefully the school will be able to use the new building for testing if the final certificate of occupancy.

IV. Operational Reports

A. Executive Director Report

Mrs. Jackson shared the Executive Director report. She discussed enrollment, staff training and engagement, and cultural events. All EpiCenter reports are on-track and up-to-date.

B. Monthly Budget Report

Mrs. Jackson shared the monthly budget report. Through April 2023, Kestrel's budget remains on-track with a projected surplus at the end of the school year. According to Kestrel's bond covenants, the school is required to have 45 days of cash on hand through December 2023 and then 60 days of cash on hand after December 2023 until the debt is paid off. Kestrel currently has over 145 days cash on hand. Kestrel is also meeting the compliance service covenant for the debt service ratio as well.

C. Operations Report

Mrs. Gordon and Mr. KT presented the operations report. Mr. KT shared the current needs that Kestrel has for capital improvements: (1) the HVAC unit will need to be replaced at an estimated cost of $20,000 (expensive because of installation location and base); (2) the hot water heaters will need to be replaced (estimated $32,600 to replace both units); (3) recabling the current building estimates are underway with e-rate applications in progress; and (4) updating/replacing older Chromebooks with estimates being collected. Other ongoing issues include repairing/replacing the roof on the older school and repairing the monument sign. The school has also found a company that can service the retention ponds.

D. Parent and Family Engagement

Mrs. Jackson and Mrs. Callahan discussed the Parent and Family Engagement policy that identifies the ways in which the school plans to engage with its families. The biggest change is updating the dates in the documents. Next year in the new facility, there will be more parent family engagement opportunities.

S. McGarrah made a motion to Approve the Parent and Family Engagement policy and documents as presented.
D. Wimberly seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

V. Committee Reports

A. Academic Sub-Committee

Mr. Price presented on behalf of Mr. Powe for the Academic subcommittee. There are some questions that the committee has asked of organizations/companies interested in a partnership with Kestrel Heights. Ten organizations have responded, and 4 have committed to partnering with the school and 5 have expressed some interest.

B. Governance Committee

Ms. Davis shared an update from the governance committee. There is a need to recruit more board members, and we will start recruiting and accepting applications.

VI. Closed Session

A. Enter Closed Session

S. McGarrah made a motion to Enter into closed session per NCGS§143-318.11(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.
B. Paris seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Personnel Recommendations

C. Technology Update

D. Construction Discussion

E. Board Meeting Agenda Items

VII. Closing Items

A. Report out from Closed Session

Ms. McGarrah reported that the Board discussed personnel recommendations, a technology update, and building construction issues.
S. McGarrah made a motion to Approve the middle school social studies candidate, math interventionist candidate, and front office candidate.
B. Paris 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 9:22 PM.

Respectfully Submitted,
S. McGarrah