



# Kestrel Heights Public Charter School

## Minutes

### June Board Meeting

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#### Date and Time

Tuesday June 13, 2023 at 6:30 PM

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#### Directors Present

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

#### Directors Absent

*None*

#### Ex Officio Members Present

J. Price (remote), T. Jackson (remote)

#### Non Voting Members Present

J. Price (remote), T. Jackson (remote)

#### Guests Present

A. Touchette (remote), Crystal Marrow (remote), Elise Pritchett (remote), Jalila Bowie (remote), Kimanthi Thompson (remote), M. Gordon (remote), S. Bowens (remote), S. Vargas (remote), S. Villegas (remote)

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### 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 13, 2023 at 6:30 PM.

**B. Public Comment Submission**

Mrs. Davis invited people to submit public comments in the meeting chat.

**C. Record Attendance and Guests**

**D. Approve May Meeting Minutes**

B. Paris made a motion to approve the minutes from May Board Meeting on 05-09-23.

S. Goram 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 a marketing and enrollment update. Targeted adds this month included school transportation and time to enroll. There are around 300 applications as of June 13, 2023. There are 451 students enrolled right now. 48 applications are outstanding, and Mrs. Vargas is continuing to contact those families.

**B. Facilities Sub Committee**

Mrs. Davis presented that the new building is complete and has been used by students for end of the year activities. Mrs. Jackson discussed the students' positive reaction to the new building as they practiced safety drills and had testing there. Mr. Touchette shared that teaching staff are thrilled to be in the new building after moving three times over the past year. The Board will have additional updates in the closed session.

**III. Curriculum & Assessment**

**A. Summer Learning Opportunities at Kestrel**

Mrs. Bowie provided an update on Read to Achieve for the Summer Program. 10 scholars, 3 educators and 1 coordinator are signed up, and the school has received the curriculum supplies. Students will be doing the Readability Program. There are two field trips planned for the summer program along with a book exchange.

Mrs. Marrow provided an update on Camp Kestrel. As of today, there are 143 scholars enrolled for Camp Kestrel with 8 teachers on staff. The camp already has the curriculum materials for the summer and has field day and activities planned.

## **B. School Culture Report**

Mr. Price provided the School Culture Report, including EOG support for science, and an in-house quarterly celebration to celebrate positive behaviors. Mr. Touchette presented on the last quarter activities and end of the year activities.

## **C. End of Grade Testing (EOGs)**

Mr. Touchette provided an overview of the preliminary EOG/EOC results with input from Ms. Villegas. All students in grades 3-8 took EOG/EOC tests in reading and math; students in grades 5 and 8 took EOG/EOC tests in science. Kestrel tested 99.7% of all students (includes 100% students tested in every grade level other than 7th grade). Kestrel's scores varied in math and English across grade levels, and there is no comparison data to other schools or the state as a whole available yet. There is growth for Kestrel from year to year in overall proficiency, and iReady provided reliable prognostications of reading proficiency. COVID kindergartners (those kids who were in K during COVID) scored well in reading and math. Math interventionist hired for 23-24 school year to support students and offer coaching. Exemplary teachers whose students posted significant gains can model best practices for colleagues.

# **IV. Operational Reports**

## **A. Executive Director Report**

Mrs. Jackson shared the Executive Director report, including enrollment and application data (451 enrolled students for next year as of today) and the Epicenter report submissions. She shared the student, family and staff engagement events.

## **B. Monthly Budget Report**

Mrs. Jackson shared the monthly budget report. She shared the movement of federal funds and questions about reimbursement for funds from DPS and other local revenue.

Mrs. Jackson noted that we have 129 days of cash on hand. The school is meeting the obligations of our bond.

## **C. FY2023 Budget Amendment**

Mrs. Jackson noted that the Board needs to amend the FY 2023 budget to reflect adjusted local revenue and adjusted federal revenue that was not used in the current school year (because of hiring difficulties) and moving them to the following budget year FY 2024.

S. McGarrah made a motion to Amend the FY 2023 budget to reflect additional local revenue and change federal revenues and expenses as presented by the finance committee.

D. Wimberly seconded the motion.

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

**Roll Call**

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

**D. FY2024 Proposed Budget**

Mrs. Jackson presented the FY 2024 proposed budget, which included increases for software. The budget shows declines in EC services, based on trends for external services (e.g., PT). Athletics had some changes in its budget as well with fewer field rentals, but increases in salary stipends for coaches and equipment. Mrs. Jackson is also proposing an increase in the quarterly celebrations for students given that these were funded by staff this year.

S. McGarrah made a motion to Adopt the FY 2024 budget as presented.

D. Wimberly seconded the motion.

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

**Roll Call**

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

**E. Requests for Approval**

S. McGarrah made a motion to Approve iReady purchase of \$30,206 as presented by Kestrel administration.

S. Goram seconded the motion.

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

S. McGarrah made a motion to Approve Board on Track purchase of \$7,000 as presented by Kestrel administration.

S. Goram seconded the motion.

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

B. Paris made a motion to Approve FrontLine Education of \$10,164 as presented by Kestrel administration.

S. McGarrah seconded the motion.

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

**F. Request for Approval of PTO Payout**

Mrs. Jackson noted that the Board needed to approve PTO payout per the PTO policy.

B. Paris made a motion to Approve payout of PTO for 17 staff as requested for \$4,200 in the month of June.

D. Wimberly seconded the motion.

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

#### **G. Operations Report**

Ms. Gordon and Mr. KT Thompson presented the operations report. They are collecting quotes for the roof repair and HVAC replacement. Internet recabling and fixing the monument sign are some of the issues that will be coming up for votes in the spring as the school team works to identify funding.

B. Paris made a motion to Approve up to \$60,000 to be expended for HVAC replacement and repair as determined by Kestrel administration.

D. Powe seconded the motion.

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

#### **H. RFP Process - Update**

Ms. Gordon provided an update on the RFP process for catering. The RFP has to comply with the national school lunch program. The process is underway, but we are still working on getting a catering proposal.

### **V. Committee Reports**

#### **A. Academic Sub-Committee**

Mr. Powe provided an update on the academic subcommittee. They are preparing for Camp Kestrel, and there are 6 organizations that are going to work with Kestrel for the camp.

#### **B. Governance Committee**

Mrs. Davis provided an update on Board recruitment. The plan is to continue recruitment and then to hold elections for officers next month.

### **VI. Closed Session**

#### **A. Enter Closed Session**

D. Wimberly made a motion to Move to closed session per§ 143-318.11. (a) (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.

S. McGarrah seconded the motion.

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

**B. Personnel Recommendations**

**C. Construction Discussion**

**D. ED Performance Evaluation**

**E. Board Meeting Agenda Items**

**VII. Closing Items**

**A. Report out from Closed Session**

Ms. McGarrah reported that the Board discussed personnel hiring recommendations, a construction issue and the Executive Director's performance evaluation in closed session.

D. Wimberly made a motion to Approve the slate of candidates for kindergarten teacher, first grade teacher and middle school science teacher as recommended by Mrs. Jackson.

S. McGarrah seconded the motion.

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

**Roll Call**

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

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:06 PM.

Respectfully Submitted,  
S. McGarrah