APPROVED

Kestrel Heights Public Charter School

Minutes

September Board Meeting

Date and Time
Tuesday September 12, 2023 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

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

Guests Present
A. Touchette (remote), Holly Thom (remote), M. Gordon (remote), Muhammad Baig (remote), S. Vargas (remote), S. Villegas (remote)

I. Opening Items

A. Call the Meeting to Order

D. Powe called a meeting of the board of directors of Kestrel Heights Public Charter School to order on Tuesday Sep 12, 2023 at 6:34 PM.

B. Public Comment Submission

Mr. Powe asked if there were any public comments that participants add them to the chat.

C. Record Attendance and Guests

D. Approve August Meeting Minutes

D. Wimberly made a motion to approve the minutes from August Board Meeting on 08-08-23.
B. Paris seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Public Comment

There were no public comments.

II. Key Agenda Items & Presentations

A. Marketing and Enrollment Update

Mrs. Vargas presented the total enrollment data. As of today, there are 445 scholars enrolled. To date, Kestrel has had 37 withdrawals and 22 declined seats. Mrs. Vargas played the ribbon-cutting video for the Board. Mrs. Vargas also shared the social media and web analytics. Flyers and referrals along with in-person tours are continuing.

B. Facilities Sub Committee

Mrs. McGarrah shared the plan for grounds and building improvements with the Board. The plan has been shared with the Board via email. The Board needs to raise a significant amount of funding, and Mrs. Davis noted that she will ask Board members to volunteer for specific areas.

III. Curriculum & Assessment

A. School Culture Report

Mr. Price shared the School Culture Report, including the goals discussed for the opening week and other professional topics. He shared the first week of school events, PTA uniform swap and water party, updates on transportation (full with four students on the waiting list), and open houses. He also shared information on school uniforms, attendance and parent sessions, and community engagement.

B. Success Stories From the Opening of the Unified Campus

Mr. Touchette shared an update on the activities to open the unified campus. He reported on the activities of the first few weeks, sharing data with teachers, and an overview of at the new building and how it was being used.

C. Student Performance Analysis

Mrs. Villegas shared the Student Performance Analysis from 2022-23, which is a summary of the End of Grade and End of Course tests. This analysis is tied to Kestrel's first goal in our strategic plan. The context for this report is that grades 4-8 started school on the middle school campus, and students in grades K-3 moved several times. There were key staffing changes during the year as staff and students were still recovering from COVID-19. Kestrel experienced a large decline pre and post pandemic, but saw a 4% increase in proficiency overall. There were strong scores in math and reading in third grade and strong reading scores in seventh grade. While the State of North Carolina is currently debating changing the school performance grade, Kestrel is at a D letter grade, but has made some improvements this year. Kestrel has not met all of our long-term goals set by the state. Kestrel has met the testing participation goals, which is important. Kestrel is now designated as a low-performing school by the state because of our second year at a score of a D. While Kestrel is not happy with this designation, the administrative team recognizes that there is more work to do and the team has a plan in place for improving these test scores, making sure there is high-quality instruction, and expanding math and reading intervention.

Mrs. Villegas also reported on Beginning of Grade testing, which sets a benchmark for third grade students on their reading. There are positive scores for the current third graders with big improvements over the last year's data.

IV. Operational Reports

A. Executive Director Report

Mrs. Jackson shared the Executive Director report. She shared an overview of the Year 1 Charter Renewal process, which has heavy involvement with the administration and school. Board members will need to participate in these processes. Mrs. Jackson also noted that Year 2 of the Charter Renewal process is mostly work completed by the Office of Charter Schools at the state level. The Board briefly discussed legislative changes that could modify the process.

Mrs. Jackson shared the Epicenter Analytics; Kestrel is 100% in compliance and is in the process of completing seven reports due by March 2024. She also shared staffing vacancies; Kestrel is mostly staffed, but is still looking for a 4/5 math teacher.

B. Monthly Budget Report

Mrs. Jackson shared the Monthly Budget Report. Because of the State of NC not yet passing a budget, Kestrel has not yet received as much funding as typical at this point in the year. Kestrel is in a good position at this time. Because we are only in the 13th day of school, Kestrel is still waiting to find out the 20th day Average Daily Membership, which will determine the amount of funding received for the school year. Kestrel has enough days cash on hand to meet our bond covenants.

C.

Operations Report

Mrs. Gordon shared the Operations Report. Emerge is working with the recabling vendor to schedule recabling during Fall Break. Toilets and ceiling leaks have been repaired. The monument sign has some internal repairs needed.

V. Committee Reports

A. Academic Sub-Committee

Mr. Powe kept up contacts with organizations that provided services during Camp Kestrel. He will reach out to them as additional opportunities are needed.

B. Governance Committee

Mrs. Davis noted that there are two potential Board members who may join Kestrel's board.

C. Development Sub Committee

Mrs. Davis also shared that the Development subcommittee update. Board members are going to take on individual assignments.

VI. Closed Session

A. Enter Closed Session

D. Wimberly 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. (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. Board Meeting Agenda Items

VII. Closing Items

A. Report out from Closed Session

Mrs. McGarrah shared that the Board discussed a personnel recommendation and school construction.
S. McGarrah made a motion to Approve the ELL candidate as presented.
D. Wimberly 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 8:51 PM.

Respectfully Submitted,
S. McGarrah