APPROVED

Kestrel Heights Public Charter School

Minutes

October Board Meeting

Date and Time
Tuesday October 10, 2023 at 6:30 PM

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

Directors Absent
None

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

Guests Present
A. Touchette (remote), 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 Oct 10, 2023 at 6:36 PM.

B. Public Comment Submission

C.

Record Attendance and Guests

D. Approve September Meeting Minutes

D. Wimberly made a motion to approve the minutes from September Board Meeting on 09-12-23.
D. Powe seconded the motion.
The board **VOTED** to approve the motion.

E. Public Comment

No public comments.

II. Key Agenda Items & Presentations

A. Marketing and Enrollment Update

Ms. Vargas gave the Marketing and Enrollment update, which included the final ADM metric for the 2023-2024 year.

Mr. Paris asked about increasing the marketing radius for 2024-2025 recruitment. Ms. Vargas will followup on potential opportunities to expand the marketing reach.

B. Facilities Sub Committee

Mr. Powe provided a brief facilities update. The committee has received bids for playground sets, and is investigating setting up a GoFundMe page for the community to support the investment. The board will consider approving the expense at a future board meeting.

III. Curriculum & Assessment

A. School Culture Report

Mr. Price provided the culture report. He discuss first quarter activities.

There were 10 discipline actions taken in the current quarter, along with steps taken to intervene to minimize ongoing issues.

Some of the upcoming events: report cards, Vaxon Clinic (10/19), PTA meeting (10/19), Spirit Week (10/23 - 10/27) and Hispanic Heritage Celebration - 10/20.

B. Our Focus on Standards Mastery

Mr. Touchette gave a report on the plan to ensure scholars are able to master state standards.

The plan has been well-received by the teaching staff. iReady scores as a progress gauge has helped with gaining acceptance.

C. Upcoming Parent and Family Engagement Events

Ms. Villegas gave an update on the upcoming Title 1 Meeting/Familyh Engagement night on 11/13/2023 between 5-7PM. The event is a combined PTA Book Fair and Curriculum Night for parents.

IV. Operational Reports

A. Executive Director Report

Mrs. Jackson gave an update on the Charter Renewal process. The request to be included in the 2024-2025 renewal cohort has been submitted. The renewal self study is due by November 30; Mrs. Jackson will submit the draft for KHS Board Review by end of October.

KHS is 100% compliant with Epicenter tasks; 3 tasks are due during the month of October.

B. Monthly Budget Report

Mrs. Jackson provided the budget report. Due to the lower than projected ADM for the school year, the current budget shows a deficit for the year. Mrs. Jackson will provide a budget revision at the November meeting to close the deficit.

C. Operations Report

Ms. Gordon gave the operations report. Fire inspection occurred in September; followups to the inspection have been made.

Cat5/6 wiring upgrades have begun; E-rate funds will cover the cost of the upgrades.

Various maintenance activities continue as they occur.

V. Committee Reports

A. Academic Sub-Committee

No report at this time.

B. Governance Committee

No report at this time.

C. Development Sub Committee

No report at this time.

VI. Closed Session

A. Enter Closed Session

D. Powe made a motion to enter closed session pursuant to the purposes stated in the agenda.
D. Wimberly seconded the motion.
The board **VOTED** to approve the motion.

B. Construction Discussion

C. Board Meeting Agenda Items

VII. Closing Items

A. Report out from Closed Session

The board discussed a contract issue with a vendor, and made a decision relating to an employee contract.

B. Adjourn Meeting

D. Wimberly made a motion to adjourn.
D. Powe seconded the motion.
The board **VOTED** to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:28 PM.

Respectfully Submitted,
B. Paris