APPROVED

Kestrel Heights Public Charter School

Minutes

April Board Meeting

Date and Time
Tuesday April 9, 2024 at 6:30 PM

Location
4700 S. Alston Avenue
Durham, NC 27110

Directors Present
A. Davis, D. Patterson, D. Powe, S. Goram, S. McGarrah

Directors Absent
A. Hernandez, D. Wimberly

Ex Officio Members Present
T. Jackson

Guests Present
M. Gordon, S. Bowens, S. Vargas, S. Villegas

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 Apr 9, 2024 at 6:35 PM.

B.

Public Comment Submission

Mrs. Davis reviewed the rules for public comment submission for the in-person meeting.

C. Record Attendance and Guests

D. Approve March Meeting Minutes

D. Patterson made a motion to approve the minutes from March Board Meeting on 03-12-24.
S. Goram seconded the motion.
The board **VOTED** to approve the motion.

E. Public Comment

There was no public comment.

II. Key Agenda Items & Presentations

A. Enrollment Report

Mrs. Vargas provided an enrollment update. As of March 2024, there were 379 students enrolled with 1 withdrawal for the month. For the 2024-25 school year, 379 scholars are returning and 81 new scholars have accepted spots for 460 students. Grades 3-6 are full, and Kestrel is still contacting interested families.

The Bloomwell Group continues to work with the school and noted that private school vouchers, lowers population growth and an increase in homeschooling has created enrollment challenges for all public schools (charters and traditional) in NC. The Board discussed these trends. Applications decreased year over year from 241 to 213, and Bloomwell is continuing to work on social media outreach as well as a kindergarten play date, Kestrel swag for new families and translation of materials into Spanish.

B. Updates from the Facilities and Development Sub Committees

Mrs. Davis, Mrs. McGarrah and Mr. Powe provided an update on the facilities and development work. The security system has been installed and training is complete; staff seems to be pleased with the new system and shared information on time savings, efficiency, and improvements in communication as a result.

Kestrel will hold a campus beautification event on April 27 to get families involved in school improvement and to help spread mulch and plant flowers. Our community partner, Aspida, is helping to pay for snacks and will provide volunteers.

The Board discussed the new US Department of Energy rules for applying for grants for school energy upgrades. The new process would require multiple charter schools to

apply together for the grant. The Board discussed prospects and Mrs. Davis and Mrs. McGarrah shared information from the USDOE webinar.

III. Curriculum & Assessment

A. ELISS Grant Award

Mrs. Jackson shared that Kestrel received an ELISS grant award with a few other charter schools that will allow Kestrel to provide math and reading tutors for our grades 3-8 scholars. The grant will be used to pay tutors $25 per hour. The Reaching All Minds Academy (RAM) is processing the grant for Kestrel and the partner charter schools.

B. Plan for EOG Summer Retest Program 2023-2024

Mrs. Villegas shared the plan to retest for students that do not reach proficient scores for their end of grade tests. Kestrel will offer these students the opportunity to attend an 8=day camp to get remedial support and retake the test. Kestrel teachers will be paid to provide instruction for the sessions that they teach.
D. Patterson made a motion to Approve the summer programs plan as presented by Mrs. Villegas.
D. Powe seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. School Culture Report

Mrs. Villegas presented the school culture report on behalf of Mr. Touchette. Kestrel experienced sustained progress in building the school culture through advisory lessons, the school store, and musical performances. Kestrel celebrated Women's History Month through core classes and activities. Mr. McKeiver and the band achieved a superior rating at the MPA performance. Attendance has been up slightly and office referrals have been down year over year.

IV. Operational Reports

A. Executive Director Report

Mrs. Jackson presented the Executive Director's report. Given the enrollment projections for the 2024-25 school year, Kestrel may need to pull back on adding a third 2nd grade classroom, so the administration will keep an eye on that data. All EpiCenter reports have been submitted on-time and will accuracy, which is important as the school's charter is up for renewal. All Office of Federal Programs reports and requirements have been completed and are on track.

B. Monthly Budget Report

Mrs. Jackson shared the monthly budget report. The Finance Committee had a good meeting with the accountant prior to the board meeting. We are 75% of the way through

the school year, and we are still trending high in a few areas of the budget. Expenses for Kestrel run at about $16,500 per day. Kestrel remains in compliance with all bond requirements, including debt service ratios and cash on hand. The committee and staff will continue to work on cleaning up some of the budget categories.

C. Operations Report

Mrs. Gordon shared the operations report. Many repair issues have been resolved, and some preventative maintenance is ongoing. Bids for food service are coming in for review.

D. Requests for Proposal

Mrs. Jackson shared that RFPs for services will go out on April 15, 2024, and will be presented to the Board in June for their consideration. The Board discussed using a different, more cost-effective vendor for conducting background checks on staff and volunteers. Mrs. Gordon will look into vendors.

V. Committee Reports

A. Academic Sub-Committee

Mr. Powe provided an update from the Academic subcommittee. Career day has been scheduled, all slots are filled, and Aspida is providing snacks.

B. Governance Committee - Employee & Parent & Family Engagement Policy Review

Mrs. Davis noted that the governance committee is reviewing policies and they will be discussed at the next Board meeting. A Doodle poll will be released to help decide a date for the Board retreat.

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.
D. Powe seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Enrollment Strategist - Status Update

C. Employee Retention Credit

D. Board Meeting Agenda Items

VII. Closing Items

A. Report out from Closed Session

Mrs. McGarrah reported that the Board discussed a contractual issue and a tax-related matter in closed session.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:45 PM.

Respectfully Submitted,
S. McGarrah