



# Kestrel Heights Public Charter School

## Minutes

### May Board Meeting

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#### Date and Time

Tuesday May 14, 2024 at 6:30 PM

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#### Directors Present

A. Davis (remote), A. Hernandez (remote), D. Patterson (remote), D. Powe (remote), D. Wimberly (remote), S. Goram (remote), S. McGarrah (remote)

#### Directors Absent

*None*

#### Guests Present

A. Touchette (remote), Dale Edmonds (remote), Elise Pritchett (remote), Holly Thom (remote), Jamie Bean (remote), M. Gordon (remote), Rick Kleban (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 May 14, 2024 at 6:33 PM.

#### B. Public Comment Submission

Mrs. Davis asked participants to put their comments in the chat.

#### C. Record Attendance and Guests

#### **D. Approve April Meeting Minutes**

S. Goram made a motion to approve the minutes from April Board Meeting on 04-09-24.

D. Wimberly seconded the motion.

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

#### **E. 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.

S. Goram seconded the motion.

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

#### **F. Public Comment**

There was no public comment.

### **II. Key Agenda Items & Presentations**

#### **A. Enrollment Report**

Mrs. Vargas shared the 2023-24 Enrollment Report. There were no enrollment changes in the current year (held steady at 437). There are 377 students coming back next year with another 91 confirmed and some students being invited to attend. Applications are still down year over year.

The Bloomwell Group provided an update on the digital marketing efforts, including a reach of 100,000 area parents that generated over 320,000 impressions. Bloomwell is continuing to make changes to improve the marketing efforts.

#### **B.**

### **Updates from the Facilities and Development Sub Committees**

Mrs. Davis and Mrs. McGarrah provided an update from the Facilities and Development subcommittee. The Campus Beautification Day was a success with about 30 people in attendance, including partners from Aspida. Both Aspida and Triangle Landscaping provided donations of mulch and flowers. Lastly, the Facilities committee did determine that changes to the US Department of Energy Renewable Schools Grant program will make the grant unattainable for Kestrel. US DOE does have data on renewable energy savings that Kestrel may be able to take advantage of for HVAC.

Kestrel will likely have another beautification day in the fall.

## **III. Curriculum & Assessment**

### **A. NC Check-ins 3**

Mrs. Villegas provided an update on the NC Check-ins 3 data. These are assessments provided by the NC Department of Public Instruction. We had increases for all reading check-ins (there were some data challenges for 7th and 8th grades, where there were several students missing for check-in 3). Math check-ins also showed steady growth.

Science check-ins only occur in grades 5 and 8, and there was growth. Testing comes next with End of Grade tests.

### **B. School Culture Report**

Mr. Touchette provided the School Culture Report. Kestrel had a successful career day, Durham County Government Engagement Day, and an advisory lesson on compassion.

Girls soccer and our track team had several wins. Attendance has held steady over 90%, and there were fewer disciplinary incidents and ISS year over year and in the month of April.

## **IV. Operational Reports**

### **A. Executive Director Report**

Mrs. Davis provided the Executive Director's report (Mrs. Jackson was out due to a family emergency). Epicenter report requirements are on-track. The Office of Federal Programs work is underway and on-track.

### **B. Monthly Budget Report**

Mrs. Davis also covered the monthly budget report. Kestrel is on budget even with some higher-trending categories (facilities, legal, utilities). Kestrel is in compliance with the bond requirements in terms of days cash on hand and the debt service ratio. The administrative team is still working on the 2024-25 budget.

### **C. Operations Report**

Mrs. Gordon provided the operations report. Kestrel will have to incur the cost of the light study (about \$500) because the school did not pass the first study. There are two HVAC units that need repair, and we are trying to budget for that in the 2024-25 school year.

There were some repairs that we need to make to the detention ponds; other repairs have been made to address the Health Department inspection. The catering proposals and legal proposals have been returned.

#### **D. Requests for Proposal - Update**

Mrs. Gordon provided updates on the requests for proposals. The Board will receive those for voting in June.

### **V. Committee Reports**

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

No update on academic subcommittee.

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

This item will be tabled until the June meeting due to Mrs. Jackson's family emergency.

### **VI. Closed Session**

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

S. McGarrah made a motion to Move to closed session per NCGS§ 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.

D. Wimberly seconded the motion.

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

**B. Enrollment Strategist - Status Update**

**C. Employee Retention Credit**

**D. Personnel Recommendations**

**E. Board Meeting Agenda Items**

**VII. Closing Items**

**A. Report out from Closed Session**

Mrs. McGarrah shared that the Board discussed personnel issues and contractual matters.

D. Patterson made a motion to Approval of 3rd grade teacher candidate.

S. McGarrah seconded the motion.

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

S. McGarrah made a motion to Approve the 4th/5th grade math teacher candidate.

D. Patterson 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 8:41 PM.

Respectfully Submitted,

S. McGarrah