APPROVED

Kestrel Heights Public Charter School

Minutes

June Board Meeting

Date and Time
Thursday June 13, 2024 at 6:30 PM

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

Directors Absent
D. Wimberly

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

Guests Present
A. Touchette (remote), Crystal Marrow (remote), KT Thompson (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 Thursday Jun 13, 2024 at 6:35 PM.

B. Public Comment Submission

Ms. Davis noted that people could put public comments in the chat.

C. Record Attendance and Guests

D. Approve April Meeting Minutes

D. Powe made a motion to approve the minutes from May Board Meeting on 05-14-24.
D. Patterson 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. Enrollment Report

Ms. Vargas shared the Marketing and Enrollment report. There were three withdrawals in May, and all three students left due to moves. There are currently 374 returning students and 111 students have accepted seats for the 2024-25 school year as of June 13. These numbers have and will continue to fluctuate. We have had 265 applications to date this year, which is down from last year (293 applications).

The Bloomwell Group shared the May performance for social media outreach. They are currently working on Camp Kestrel and Kindergarten play dates (2 dates). Bloomwell recommended using local talent for local outreach efforts.

B. Updates from the Facilities and Development Sub Committees

Ms. McGarrah shared that there is an Eagle Scout who is willing to build us a gaga pit, and we are continuing to work to raise funds for the playground. Ms. Davis shared that there are some opportunities to engage community partners and ask for funds from our community.

III. Curriculum & Assessment

A. School Overview of EOG Performance & Summer Programs

Ms. Villegas shared an overview of the EOG performance. The information is preliminary and shows some growth in scores. Third grade scored over 70% in reading and math. 95% of eighth grade math 1 students tested as proficient. Across reading, math, and science tests across all grades, Kestrel showed big improvements year over year.

Students who needed remediation for EOGs have the opportunity to come, get remediation, and retest. 206 retest invitations were sent for all subjects across all grades

to students that were within 10 points of proficiency. 31% of students accepted the invitation to attend remediation.

B. School Culture Report

Mr. Touchette shared the school culture report for May. Kindergarten, fifth and eighth grade promotion ceremonies took place yesterday. The PTA supported the staff during teacher appreciation week, and there were concerts and dances. The K-5 musical, Soul Train, was a very engaging events for parents, families, staff and students. The eighth and fifth grades had dances. Attendance was up in May, which was very positive. There was an uptick in office referrals and incidents in April and May, but overall discipline incidents and OSS days were down year over year.

C. Camp Kestrel 2024

Ms. Marrow presented on Camp Kestrel 2024 plans. The camp will take place over three weeks in the summer. 100 scholars are enrolled; teachers and staff have already been hired. There are two playdates for kindergarten study during Camp Kestrel.

IV. Operational Reports

A. Executive Director Report

Ms. Jackson shared the Executive Director Report, and the state's EpiCenter report is complete and up-to-date. For the Office of Federal Programs, three of the five reports are complete, and the other two are underway. All of these reports are on-time.

B. Monthly Budget Report

Ms. Jackson shared the current 2023-24 budget. We are 91% of the way through the school year, but all of our revenue has not yet been recorded. We need a budget amendment, but we are projected to end the year with a slight surplus. Kestrel is in compliance with days cash on hand and debt service ratios.

C. FY25 Budget

Ms. Jackson shared the FY 2024-25 budget. The assumptions made for the budget include the following: (1) the projected students (CSADM) of 485 was used for the budget, (2) the CSADM target is 523 students (in the current year, Kestrel has 436 students in the post 20 day ADM).

The biggest difference in the drop of revenue is the expiration of federal funds. Overall, the budget shows a surplus of around $6,000.

D.

Operations Report

Mr. Thompson provided an update. This month, the school had a health inspection, the light study, and some camera updates. Duke Energy is making repairs to lights, and Kestrel will have to pay $500 for the next light study. There were some repairs that needed to be made to the detention pond, and the pond has passed the inspection. Emerge has repaired some computers. Additional repairs are needed for HVAC, and some shingles have been replaced on the gym roof.

While BC Construction Group has worked on the detention pond, Kestrel needs to get the light study completed (with a passing grade) to finish the work for the final CO for the new building.

The Board discussed additional questions and having discussions about tax refunds and investments related to facilities and other needs in the finance and facilities' committees.
D. Patterson made a motion to Approve the 2024-25 budget as presented.
S. McGarrah seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Goram	Aye
D. Wimberly	Absent
D. Powe	Aye
S. McGarrah	Aye
A. Davis	Abstain
A. Hernandez	Abstain
D. Patterson	Aye

E. Requests for Proposal - Update

Ms. Jackson discussed that there are several RFP responses for catering (as part of the National School Lunch Program) that will be presented to the Board in July.

V. Committee Reports

A. Academic Sub-Committee

No update at this time.

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

Ms. Jackson shared the recommended changes to the Financial Policy. The Parent and Family Engagement Policy will be brought back in July after the new PTA Board has time to review.
S. McGarrah made a motion to Accept the changes to the Financial Policy as presented.
D. Powe seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

B. Enrollment Strategist - Status Update

C. Personnel Recommendations

D. Board Meeting Agenda Items

VII. Closing Items

A. Report out from Closed Session

Ms. McGarrah reported that the Board discussed personnel and hiring.

S. McGarrah made a motion to Approve the hiring of the recommended candidate for the Dean of Culture.
D. Powe seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. McGarrah made a motion to Approve the hiring of the recommended candidate for the Middle School Social Studies position.
D. Patterson seconded the motion.
The board **VOTED** unanimously to approve the motion.
D. Powe made a motion to Approve the hiring of the recommended candidate for the kindergarten teacher.
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 8:48 PM.

Respectfully Submitted,
S. McGarrah