APPROVED

Kestrel Heights Public Charter School

Minutes

July Board Meeting

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

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

Directors Absent
None

Ex Officio Members Present
T. Jackson (remote)

Guests Present
Dale Edmonds (remote), Elise Pritchett (remote), Holly Thom (remote), Jasmine Battle (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 Tuesday Jul 9, 2024 at 6:31 PM.

B. Public Comment Submission

Ms. Davis invited members to put public comments in the chat.

C. Record Attendance and Guests

D. Approve June Meeting Minutes

D. Powe made a motion to approve the minutes from June Board Meeting on 06-13-24.
S. Goram 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. Employee Benefits Renewal

Consultant was unable to attend, so item was tabled until later meeting.

B. Enrollment Report

Ms. Vargas presented the current enrollment report. There are currently 481 scholars enrolled with waitlists for 4th, 5th and 6th grades. In person tours, Camp Kestrel, and other activities are underway.

C. Facilities Update

KT Thompson provided the facilities update and operations report. During a contractor repair, the alarm wiring was severed, which needed to be repaired. The work was just completed, and there is a fire alarm inspection planned soon. There are three HVAC units that need to be repaired or replaced (#3 - 7/8 grade hallway, #7 - left side of all offices in front, #8 - 2 sixth grade classrooms). Estimates are $19,000 for complete replacement or repair for $4,000 of unit #3. Replacement of #7 would cost $13,000 or repair for $4,000. Replacement of #8 would cost $18,000 or repair for $3,500.

The light study was conducted again on June 24, and we failed again for two lights. Duke Energy installed a new light fixture to address the study.

The Board asked questions about our options and timelines.

III. Curriculum & Assessment

A. Overview of the Summer Retest Camp and EOG Data

Ms. Villegas presented on the Summer Retest Camp and End of Grade testing data. The Summer Retest is complete. 44% of students who were eligible to retest attended the camp. Students who were within 10 points of proficiency were invited. Kestrel had great

success with the retest and there were increases in scores to proficiency for 22% of tests taken.

Overall, Kestrel had an increase from 37.7% achievement in 2021-22 to 52.1% in 2023-24 (after the retest). There were significant increases in reading, math and science scores.

IV. Operational Reports

A. Executive Director Report

Ms. Jackson shared the Executive Director's report. All of the Epicenter reports are on-track. The Office of Federal Programs had multiple reports due, and parent participation in the surveys was strong.

B. Monthly Budget Report

Ms. Jackson notified the Board that the monthly budget report was not available with year end closeout. The Board will need to reconvene to discuss the year end budget.

C. Vendor Recommendation - Caterer

Ms. Jackson presented a vendor recommendation for a caterer for the 2024-25 school year. The school received 3 responses to the RFP, and a committee met to review the proposals. The committee is recommending Vittles at the Park as the vendor for Kestrel's National School Lunch program provider.
S. McGarrah made a motion to Approve the contract as presented with Vittles at the Park.
S. Goram seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

D. Commercial Insurance - Request for Approval

Ms. Jackson shared the proposal for the commercial insurer. She reviewed the coverage with Utica, which includes the property, commercial, automobile, umbrella, and cyber security. It's a comprehensive plan, and she is recommending that we continue with the policy. The cost of the policy for the year is $44,016.
S. McGarrah made a motion to Approve the commercial insurance with Utica for $44,016 as presented.

D. Wimberly seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

V. Committee Reports

A. Academic Sub-Committee

Mr. Powe presented that the Academic subcommittee is working with Board on Track to better understand what tools are available to us.

B. Governance Committee - Parent & Family Engagement Policy Review

Ms. Davis presented on the upcoming Board Retreat for August 10, 2024. She shared a draft agenda and some suggested topics for discussion.

Ms. Jackson shared that there have only been minor changes to the Parent and Family Engagement Policy, but they also plan to share the review with the PTA.

VI. Closed Session

A. Enter Closed Session

S. McGarrah made a motion to Enter into 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. Board Meeting Agenda Items

VII. Closing Items

A. Report out from Closed Session

Ms. McGarrah shared that the Board discussed a personnel issue during the 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 7:56 PM.

Respectfully Submitted,
S. McGarrah