APPROVED

Kestrel Heights Public Charter School

Minutes

August Board Meeting

Date and Time
Tuesday August 13, 2024 at 6:30 PM

Location
https://us06web.zoom.us/j/89228721593?pwd=MGx0MU43NUQ3czQxVmlYdW5abGRDQT09
Meeting ID: 892 2872 1593
Passcode: KHCS

Directors Present
A. Davis (remote), A. Hernandez (remote), D. Powe (remote), D. Wimberly (remote)

Directors Absent
D. Patterson, S. Goram, S. McGarrah

Ex Officio Members Present
T. Jackson (remote)

Guests Present
A. Touchette (remote), Cieraca Rhodes (remote), S. Vargas (remote), S. Villegas (remote), T. McFadden (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 Aug 13, 2024 at 6:44 PM.

B. Public Comment Submission

C. Record Attendance and Guests

D. Approve July Meeting Minutes

D. Wimberly made a motion to approve the minutes from July Board Meeting on 07-09-24.
D. Powe 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 presented the 2024 - 2025 enrollment report, accurate as of July. At this time there is a wait list for 4th, 5th and 6th grade. Bloomwell marketing generated over 330,000 impressions over the past month leading to nearly 50 application starts.

B. Facilities Update

Ms. Jackson presented facilities work that was done to the interior, spoke about the upcoming light study, and HVAC issues. Estimates are that Mr. KT will have interior work completed by the end of the week in preparation for the start of school. HVAC systems will continue with the preventive maintenance protocols by Building Success. The installer for the HVAC units in the elementary school, MTS came last week to service the units. Building Success, the company responsible for the middle school, is currently servicing those units. Air conditioning units in elementary are working properly, units in the middle school are currently being serviced.

Early playground renderings were reviewed for color, functionality and feasibility. There is a roughly 12 week timeline for play structure turnaround.

C. Welcome Mr. McFadden - Dean of Culture

Mr. McFadden (Mr. Mac), our new Dean of Culture was introduced and welcomed to the school.
Cieraca Rhodes, our new PTA President, and current parent, was introduced and welcomed to the role.

III. Curriculum & Assessment

A.

Open House - August 19, 2024

Ms. Villegas discussed the annual Open House on 8/19/24 (17:30 - 19:30). Families will be able to see meet teachers, view the spaces and get information.

IV. Operational Reports

A. Executive Director's Report

2024-2025 enrollment numbers were revisited and Epicenter Analytics were shared by Ms. Jackson.

B. Monthly Budget Report

Ms. Jackson presented June financials. The 2024 fiscal school year finished over budget, mostly due to necessary facilities expenses. Days Cash on Hand and Debt Service Coverage Ratios remain satisfactory and above current requirements.

C. School Nutrition Program - Administrative Review

Ms. Jackson discussed the School Nutrition Program Administrative Review and the written procedures required.

V. Committee Reports

A. Board of Directors - Retreat Summary

Ms. Davis gave a read out for the board retreat that occurred on 8/10/24. The board retreat focused around the priorities for the 2024 - 2025 school year.

B. Community Engagement Sub-Committee

Mr. Powe provided an update for the Fantasy Football League that will generate donations for Kestrel Heights hosted by Iota Phi Theta Fraternity Inc.

C. Governance Committee

Ms. Jackson presented several policies for the upcoming school year and proposed minor changes to the Title I Parent and Family Engagement Policy.
A. Hernandez made a motion to accept the proposed changes as presented for the Title I Parent and Family Engagement Policy.
D. Wimberly seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. McGarrah Absent
A. Hernandez Aye

Roll Call

S. Goram	Absent
D. Patterson	Absent
D. Powe	Aye
D. Wimberly	Aye

D. Wimberly made a motion to accept the date changes to the Employee Policies, School and Community Policy, Scholar Handbook & Code of Conduct.
A. Hernandez seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Board Membership

A. Hernandez made a motion to approve the term extension for Derek Powe.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Closed Session

A. Enter Closed Session

D. Powe 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. Personnel Recommendations

C. Board Meeting Agenda Items

VII. Closing Items

A. Report out from Closed Session

Mr. Powe shared that the board discussed personnel matters during closed session regarding Middle School Math and School Counselor positions.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:20 PM.

Respectfully Submitted,
D. Powe