APPROVED

Kestrel Heights Public Charter School

Minutes

October Board Meeting

Date and Time
Tuesday October 8, 2024 at 6:30 PM

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

Directors Absent
None

Ex Officio Members Present
T. Jackson (remote)

Guests Present
Bridget Riordan (remote), Kimathi Thompson (remote), S. Bowens (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 Oct 8, 2024 at 6:33 PM.

B. Public Comment Submission

Ms. McGarrah noted that people can make comments in the chat.

C. Record Attendance & Guests

D. Approve Minutes

D. Powe made a motion to approve the minutes from September Board Meeting on 09-10-24.
D. Patterson seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Public Comment

There was a comment in the chat regarding an update on the hiring of the Math 1 teacher. Ms. Davis noted that all updates on personnel occurs after closed session.

II. Key Agenda Items & Presentations

A. Marketing & Enrollment Report

Ms. Vargas noted that we are at 425 enrolled scholars, 74% of which are returning students and 26% of which are new students at Kestrel. Kestrel's average daily membership was 415 students. There were two withdrawals and two additional students. Ms. Vargas also shared the Bloomwell marketing outreach report.

B. Facilities Report

Mr. Thompson provided the facilities report update. There was an HVAC vendor that conducted an assessment in the spring and all updates have been completed. The heating system has also been assessed, and the estimate for repairs has been submitted for consideration. The Kestrel light study passed on the third try, which was necessary for the building certificate of occupancy, after addressing multiple issues. There was a power surge in September, and that situation has created problems for the elevator, fire alarm and rooftop HVAC in the elementary building. The school had to bring in a certified Trade technician to bring the unit back online manually.

C. Facilities - Let's Play at Kestrel

Mrs. McGarrah provided an update on the Gaga pit. There is a boy scout who is constructing the Gaga pit. Mrs. Jackson provided an update on the playground; it has been ordered, and we do not have an arrival date yet. Ms. Davis is working on an application for a Durham County playground grant match. The Board had some discussion about what questions we should ask of the county prior to the grant.

III. Curriculum & Assessment

A. Parent & Family Engagement

Ms. Villegas and Mr. McFadden provided an update on Parent and Family Engagement. The first is a Show What You Know Scholar Showcase for families on November 14, which aligns with a Title 1 requirement. This showcase will include providing student data for parents. Mr. McFadden shared that Spirit Week and the Book Fair will take place in October.

IV. Operational Reports

A. Executive Director's Report

Mrs. Jackson shared the Executive Director's report, including the Epicenter report and the analysis. Kestrel will have our charter review meeting in November. Mrs. Jackson also shared the Office of Federal Programs update, including the requirements for the English Language Learners, Exceptional Children and School Nutrition programs. Kestrel had our School Nutrition visit, and while there were no findings, there were some suggestions for improvements that need to be made. The NC Charter School Review Board is requesting that the board members and the school administration attend the meeting on November 12, 2024.

B. Monthly Budget Report

Mrs. Jackson shared the monthly budget report for August. Kestrel has spent more money than we have received because we have not yet received some of the local funds. There are three categories - books, supplies and insurance - where we are over-budget, but all of these are front-loaded expenses for the school year. Mrs. Jackson answered questions from board members.

V. Committee Reports

A. Committee Structure

Ms. Davis shared the new committee structure, and she asked committees to start meeting.

B. AIG Review & Expansion

Ms. Wimberly is the board member assigned to this committee.

C. Community Engagement & Development

Ms. Davis and Mr. Patterson are the board members assigned to this committee. The committee is considering a small business event to get Kestrel-affiliated small businesses and the community on campus.

D. Facilities Committee

Mrs. McGarrah is the board member for this committee.

E.

Finance Committee

The finance committee meets prior to the Board meeting each month and includes board officers.

F. Governance Committee

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. Personnel Recommendations

C. ERC Status

D. Durham Charter Schools - Collaboration

E.

Personnel Matter

F. Board Meeting Agenda Items

VII. Closing Items

A. Report Out from Closed Session

Mrs. McGarrah reported that the board discussed a personnel recommendation, a tax issue, a finance issue and a personnel matter in closed session.
S. McGarrah made a motion to approve the Math 1/Eighth grade math teacher as recommended by Mrs. Jackson.
D. Wimberly seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

A. Davis	Aye
D. Wimberly	Aye
D. Patterson	Aye
D. Powe	Aye
A. Hernandez	Aye
S. McGarrah	Aye

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:07 PM.

Respectfully Submitted,
S. McGarrah