APPROVED

Kestrel Heights Public Charter School

Minutes

January Board Meeting

Date and Time
Tuesday January 14, 2025 at 6:30 PM

Join Zoom Meeting
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), S. McGarrah (remote)

Directors Absent
D. Patterson

Ex Officio Members Present
T. Jackson (remote)

Guests Present
A. Touchette (remote), Kimanthi Thompson (remote), S. Bowens (remote), S. Vargas (remote), S. Villegas (remote), T. McFadden (remote)

I. Opening Items

A.

Call the Meeting to Order

D. Powe called a meeting of the board of directors of Kestrel Heights Public Charter School to order on Tuesday Jan 14, 2025 at 6:32 PM.

B. Public Comment Submission

Mr. Powe advised attendees that they could submit public comments in the chat.

C. Record Attendance & Guests

D. Approve Minutes

D. Wimberly made a motion to approve the minutes from December Board Meeting on 12-10-24.
A. Davis seconded the motion.
The board **VOTED** to approve the motion.

E. Public Comment

There was no public comment.

II. Key Agenda Items & Presentations

A. Marketing & Enrollment Report

Ms. Vargas presented the Marketing and Enrollment report as of today. There are 420 students enrolled; there have been 2 new enrollees and 7 withdrawals. Some grades are at maximum capacity, while others have more room. A board member asked about the withdrawals, and all of those were due to moving.

For the 2025-26 school year, there are 64 applications, down year-over-year from 112. 202 scholars are returning, 5 are not, and 154 have not yet answered. Ms. Vargas reviewed all of the activities that Bloomwell Marketing completed in December and has planned for January. The lottery period runs through January with the lottery taking place in February.

Board members asked questions about course correcting, and Bloomwell is releasing new ads. Spending $143 per applicant, Kestrel is well over the $25 per applicant benchmark.

B. PowerSchool Cybersecurity Incident

Ms. Vargas shared information on the PowerSchool Cybersecurity Incident. The incident happened on December 19, 2024, at PowerSchool (the company) and the threat was contained. Kestrel Heights was one of the schools whose data was accessed by an unauthorized party. The NC Department of Public Instruction shared information with Kestrel, and the school communicated with families. There was nothing that Kestrel

could have done to prevent this breach as it did not happen at the school level. Kestrel does not include Social Security Numbers in our PowerSchool data, and the school will continue to share information with families as we get it from DPI and PowerSchool.

C. Facilities Report

Mr. Thompson shared the December facilities report. All Middle School HVAC units are functioning properly, and there are two units that need to be serviced at the Elementary School. There is a walkthrough with the Durham City Stormwater Unit tomorrow as it relates to finally getting our Certificate of Occupancy. Parking lot lights have been repaired, and others will be undertaken.

Also, our playground will get delivered tomorrow, and it will be installed fairly soon. The Gaga pit is scheduled to be installed February 1.

D. Kestrel Culture Report

Mr. Mac shared the Kestrel Culture Report. Kestrel sports teams have been very successful, and students have been involved. Attendance school wide has been around 91% overall with a range from 88% in 6th and 7th grades up to 95% in 5th grade. There is a push to improve attendance as EOGs will take place soon. Mr. Mac also shared removals and OSS data for the school year to date.
Mr. Mac shared the Kestrel Culture Report. Kestrel sports teams have been very successful, and students have been involved. Attendance school wide has been around 91% overall with a range from 88% in 6th and 7th grades up to 95% in 5th grade. There is a push to improve attendance as EOGs will take place soon. Mr. Mac also shared removals and OSS data for the school year to date.
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III. Operational Reports

A. Executive Director's Report

Mrs. Jackson shared the Executive Director's report. Yesterday, the NC DPI notified that Kestrel Heights of a 3-year charter renewal. She also shared the Epicenter report, which is on-track with the exception of the Transportation Grant, which was not submitted in

December. In the Office of Federal Programs, testing for English Language Learners is underway, and other programs are on-track.

B. Monthly Budget Report

Mrs. Jackson shared the budget through November 2024. There are a few areas that are trending high - insurance, technology, administrative services, staff development, and facilities. Staff development is under review for potential budget mis-coding. Kestrel is in a strong position with 126 days of cash on hand (meets bond covenant) and a debt service coverage ratio of 1.11, which is slightly short of covenant requirement (0.04), but should go up because of receipt of grants. Kestrel reports bond covenants on a quarterly basis, so the ratio should be above covenant for the quarter.

C. Post 20 Day ADM Budget Amendment

Mrs. Jackson shared the budget amendment for post-20 day Average Daily Membership. The projections for the budget were based on an ADM of 485 (actual is 422). The amendment reflects salaries based on DPS salary scale as of August 2024, changes in local and federal reimbursements, the ELISS grant, and changes in expenses (salaries, administrative services provided by Charter School Partners, and increased advertising costs). The budget amendment reflects an increase in the surplus of $120k.

IV. Committee Reports

A. Committee Structure

Ms. Davis shared that the Board would like to get volunteers signed up for committees as a way to get more interest in Board membership.

B. AIG Review & Expansion

Ms. Wimberly shared that the AIG team is working on reviewing the program and expansion.

C. Community Engagement & Development

Ms. Davis shared that there is a Campus Beautification Day scheduled for April 12. We have time to get lots of volunteers together and projects planned. Mrs. Jackson is asking staff and faculty to participate. We are still waiting on the Parks and Rec grant.

D. Facilities Committee

Ms. McGarrah shared that facilities is working on a list of projects for the Campus Beautification Day along with staff. The most exciting part is that the playground and gaga pit are coming in the next 3 weeks.

Kestrel got a large donation of furniture from a local company, who wishes to remain anonymous, but gave the school desks, chairs, and tables.

E. Finance Committee

No update beyond the budget section of the meeting.

F. Governance Committee

Mr. Powe read through the Ex-Officio members policy. He is now reviewing the bylaws for the Board.
A. Davis made a motion to Approve the updates to the ex-officio policy.
D. Wimberly seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. 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 Update

C. PowerSchool - Cybersecurity Incident

D. Board Meeting Agenda Items

VI. Closing Items

A. Report Out from Closed Session

Ms. McGarrah reported that the Board discussed several contractual issues and a personnel matter in closed session.
D. Powe made a motion to Approve the budget amendment as proposed.
S. McGarrah seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

D. Powe	Aye
D. Patterson	Absent
S. McGarrah	Aye
A. Hernandez	Aye
D. Wimberly	Aye
A. Davis	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 8:42 PM.

Respectfully Submitted,
S. McGarrah