APPROVED

Kestrel Heights Public Charter School

Minutes

KHCS Board Meeting

Date and Time
Tuesday January 13, 2026 at 6:30 PM

Location
Join Zoom Meeting
https://us06web.zoom.us/j/81764327424?pwd=vsu7VgYX7Q2cu0kTcQUbcP53Y9hdJ1.1

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Meeting ID: 817 6432 7424
Passcode: 157671

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Meeting ID: 892 2872 1593
Passcode: KHCS

Directors Present
A. Davis (remote), A. Hernandez (remote), C. Rhodes (remote), D. Patterson (remote), D. Powe (remote), J. Davis (remote)

Directors Absent
J. Jacks

Ex Officio Members Present
B. Allen (remote), Q. Henderson (remote), T. Jackson (remote)

Guests Present
A. Touchette (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 Jan 16, 2024 at 6:37 PM.
A. Davis made a motion to To approve the December minutes.
The board **VOTED** to approve the motion.

Roll Call

C. Rhodes	Aye
D. Powe	Aye
A. Hernandez	Aye
T. Jackson	Aye
J. Davis	Aye

There was one excused absence, Mr. Jacks is coaching tonight.
Adrienne Davis started the meeting, providing an update on attendance and guest comments.
Introduction of the new Instructional Coach, Dr. Grubbs.
Discussion about the operational reports, including budget updates and food provision strategies.

B. Public Comment Submission

C. Record Attendance & Guests

D. Approve Minutes

A. Davis made a motion to To approve the December minutes.
A. Hernandez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

J. Jacks	Absent
J. Davis	Aye
A. Hernandez	Aye
A. Davis	Aye
C. Rhodes	Aye
D. Patterson	Aye
D. Powe	Aye

E. Public Comment

II. Key Agenda Items & Presentations

A. Facilities Report

Facilities report was provided by KT regarding repairs to the transportation system and sprinkler issues.

Transportation/fleet:

- The **small yellow bus** was out of service due to a **significant transmission fluid leak**.

- **Repairs are complete** and the bus is **back in rotation** (normal fleet rotation resumed).
- **Major facilities issue: fire sprinkler system failure (East wing, middle school)**
- **End of November:** a **significant sprinkler system failure** caused **extensive ceiling damage** and **flooding** in the east wing.
- **Additional damage:** the **lower portion of walls** in that section had to be **replaced**.
- **Library conversion space impact:** about **¼ to ⅓ of the books** are being **cataloged** and submitted for **insurance recovery** (via Summit Fire & Safety's insurance).

Repairs/status of Sprinkler System:

- **Immediate initial repairs** to the sprinkler system were done by **Summit**.
- Over **winter break**, **build-back/restoration work** was completed (with added expense tied to **faulty workmanship/negligence** from prior repairs).
- **Restoration contractor** handled damaged property restoration over winter break.
- **Next steps:** Summit is scheduled to complete **system upgrades** to reduce risk of future failures.

What's still pending

- Waiting on the **return/categorization of library books** and final accounting of **damaged books**.
- Expectation: insurance will likely provide a **check for replacements**, possibly with **depreciation** applied.
- KT will update **Ms. Jackson and Ms. Davis** once insurance provides final direction.

HVAC condition (middle school)

- Nearly all middle school **RTUs** (rooftop HVAC units) are now **~20 years old** (building built 2006 → now 2026); only **two** are newer.
- Units need **retrofitted room temperature sensors and thermostats** to function properly.
- They are working to address **recurring HVAC issues** to extend unit life, but even after upgrades they'll need to **replace units individually** as components fail beyond reasonable repair—eventually leading to **full unit replacements**.

B. Marketing & Enrollment Report

Mr. Touchette presents the report on Enrollment and Marketing. The Board discussed enrollment updates and marketing strategies.

- **Current enrollment:** The school currently has **360 students enrolled**.
- **Class size breakdown:** The chart shows **class size by grade level**, including **multiple homerooms/cohorts** where applicable (the multiple numbers reflect each homeroom's count).
- **Changes since last board meeting:** There have been **two withdrawals** since the board last met, both due to **families moving out of the area**.
- **Applications received:** The school has received about **47 applications** so far (based on the totals shown). Of those 47 students that enrolled since November, more than half started in the last 12 days.
- **Need for more applications:** They **need more** applications and expect to **increase** that number.
- **Encouraging trend:** The **distribution** of applications is what they want to see:
- Most applications are for **Kindergarten** (ideal entry point).
- The **second-highest** number is **6th grade** (also expected as a major entry grade).

III. Curriculum & Assessment

A. Culture Report

Mr. McFadden lead the discussion around community engagement and fundraising.

- PCA monthly meeting (on the 18th)

Recent school timeline

- Students returned from **winter break** (they were out for about **18 days**).
- The school did a **culture reset** upon return: Mr. Mac met with grade levels (noted 7th/8th) to **restate expectations** and address what was seen in the first days back.

Student culture/behavior update

- Since returning, there have been **few referrals**.
- **No suspensions** reported since the new year; things have been running smoothly.
- Expect another **quick reset** after the long weekend (MLK + teacher workday) because students will be out for multiple days.

Upcoming key dates/events

- **Winter concert:** tomorrow evening
- **Virtual PTA meeting:** 15th
- **End of 2nd quarter:** 16th
- **MLK Day:** 19th
- **Teacher workday:** 20th (will be **spearheading** a lot of work/meeting content)
- **Second i-Ready Diagnostic:** coming up dates TBD
- **Testing:** upcoming dates TBD
- **APEX Fundraiser:** Jan 21–29
- **Q2 report cards:** Planning to Release on the 23rd
- **"Show What You Know" showcase:** 29th (end of month; last one had a **great turnout**, and they're excited to do it again)
- **Essay check-in:** upcoming (he referenced this as the **second**)
- **Lotteries:** next month (26–27)

Mr. Mac opened the floor for **questions**.

B. Introducing Kestrel's new Instructional Coach

Dr. Grubbs was introduced as the new instructional coach.

IV. Operational Reports

A. Executive Director's Report

Tonya Jackson provided the Executive Director's report.

B. Monthly Budget Report

V. Committee Reports

A. Board of Directors - Committee Structure

B. Reimagine Kestrel

Board discussed community engagement and reimagining Kestrel.

VI. Closing Items

A. Contractor - Final Payment

B. Investor Meeting

C. Report Out from Closed Session

D. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:45 PM.

Respectfully Submitted,
A. Davis

Documents used during the meeting

None