Kestrel Heights Public Charter School

Minutes

KHCS Board Meeting

Date and Time
Tuesday June 9, 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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https://us06web.zoom.us/j/89228721593?pwd=MGx0MU43NUQ3czQxVmlYdW5abGRDQT09
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. Crutchfield (remote), T. Jackson (remote)

Non Voting Members Present
B. Allen (remote), Q. Crutchfield (remote), T. Jackson (remote)

Guests Present
A. Touchette (remote), Jared Cohen (remote), Mr. K. Thompson (remote), S. Averhart (remote), T. McFadden (remote), William VanHook (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 Jun 9, 2026 at 6:34 PM.

B. Public Comment Submission

C. Record Attendance & Guests

D. Approve April Meeting Minutes

A. Davis made a motion to approve the minutes from KHCS Board Meeting on 04-14-26.
D. Powe seconded the motion.
The board **VOTED** to approve the motion.

E. Approve May Meeting Minutes

A. Davis made a motion to approve the minutes from KHCS Board Meeting on 05-12-26.
D. Patterson seconded the motion.
The board **VOTED** to approve the motion.

F. Public Comment

II. Key Agenda Items & Presentations

A. Benefits Market Update

Presented by Jared Cohen, Insurance Broker

- Overall, there is a 19% rate increase across the board for BCBS; therefore, we will need to assess and shop for other insurance providers. Most insurance companies are moving away from "total coverage" model and towards a model that may require more payout by the recipient. This is expected to be discussed in further detail at close and during next month's meeting. We have the rates for up to September 2026, but no data beyond that timeframe as of now.

B. Facilities Report

Presented by Mr. KT

- Units on the second floor have been repaired via replacing bad fuses
- The second unit will require ---, Unit # 4 went down 4 days ago, so currently a service call is pending to address that issue
- Ceiling on 3rd floor was leaking into boy's bathroom
- Leak in stairwell (close to the hall that connects the middle school to the elementary school) was not successfully located and will be assessed upon the next main rainfall

- Unit #7 that supplies air to offices and gym units #13 and 14; #13 is working on half a leg that has 2 compressors with 1 that is bad. Working due to rewiriring. Unit #14 is working, but barely holding on. Both Units #13 & 14 are the top priority
- Annual sprinkler inspection is coming up this June; Elevator inspection will occur during the summer break in July.
- There is a concern about whether the gym will feel hot on Friday during the promotion ceremony. Mrs Jackson also confirmed that a portable A/C unit will be rented to offset the temperature in the gym during the promotion ceremony.

C. Custodial Services Proposals

Presented by Mrs Tonya Jackson

- 3 Quotes were received via the RFP process
- It was requested that we include the price of a part time/day time porter, but the price was increased significantly
- Follow up questions were answered; Both Bidders - Blinq and H3- are willing to allow us to maintain our existing porter staff.
- References were checked by Mr KT today, so our recommendations have shifted. Questions asked were related to how they handle staff shortages, rating their service from 1-10, how well do they communicate and any general suggestions overall concerning the vendors.
- Blinq
    - Town of Garner stated Blinq adjusts quickly to staff shortages because they rotate staff. On the scale of 1-10, they gave a rating of 7.5/8 as no , minor lapses were addressed and they got things back on track. They also have great communication and follow through. As a general suggestion, ensure the school provides a detailed SOW and expectations so we can address any issues that are not being met.
    - Duke stated they "rarely skip a beat." Rated them an 8 and they plan to renew their contract next year. Great professionalism and great response time. Advice given is to select Blinq for our janitorial services.
    - The bottom line would increase and be higher than H3
- H3
    - Overall has more experience with larger square footage buildings. They received a strong rating overall.
    - They have a shift supervisor, a night crew and 3 staff members
    - This is the recommendation by Mrs Jackson and Mr. KT.

D. Enrollment & Marketing Report

Presented by Mr. Andrew Touchette

- Enrollment has been steady at 357, no unenrollmcnts reported

- Since the last board meeting, we have received 11 more applications. Largest numbers are at K and 6th grade. We are starting to get larger number of incoming students int he 4th grade also, not sure about reasons.
- Last month, we were under 200 that confirmed their seats to return to 2026-2027. We have 36 new enrollments confirmed.
- We usually see an influx of applications as we get closer to school starting, which may be because final decisions are made when we are closer to the school opening.
- We may need to bring on volunteers to help us to call families to confirm their enrollment and/or have the board set aside a day to conduct a phone bank to follow up.

III. Curriculum & Assessment

A. Academic Presentation

Presented by Ms Quentillia Crutchfield

- The following was accomplished
  - Teacher assessments, provided methods and use of tools that we already use
- Impact on Instruction:
  - Growth on benchmark assessments, increased student engagement, improved efficiency rates
- Looking Ahead
  - Expanded coaching cycles, support new curriculum implementation

B. Culture Presentation

Presented by Mr. Teron McFadden

A few days to note:

- May 15 Skate Fundraiser: Overall a good turnout and overall great time.
- May 19th Band Spring Concert: A great success
- May 20th K-8 Field Day: Scholars were competitive and a lot of participation and fun!
- May 21: 8th Grade Formal for Masquerade Ball.
- June 12 Promotion Ceremony
- Next Monday and Tuesday are Teacher Workdays

House Point Update from Staff Meeting - 5/27/26

- Staff SOAR Value Expectation Activity: staff were sent in 4 groups, where a matrix was created to assess what Ownership looks like with the program.

Behavioral Data Update as of 5/8/2026

- OSS Data, 2025 versus 2026, was at 37
- Removal Data, 2025-2026, was at YYYY

IV. Operational Reports

A. Executive Director's Report

Presented by Mrs. Tonya Jackson

- Per the Epicenter Analytics, we have 100% on time submission rate
- We are preparing the submission of the last June 2026 Annual Fire Drill Log, which was completed today. This will be submitted to the state.
- Mr. Touchette is taking the lead for the submission of the Parents' Bill of Rights that is due in September
- Mrs. Kennedy, our current school counselor, is currently working on the submission for our annual *Mental Health Report that is also due in September.*

B. Finance Presentation

Presented by Mrs Tonya Jackson

- We have received 100% of our state funding and 98% of DPS local funds. The 7th month payment was just received, so once that's credited we are looking for PMR 8th from last month and a last partial payment
- Fund 5, is projected revenue for school nutrition, we have received 65% of projected revenue. We are expecting to receive a reimbursement of $9500 from May's submission.
- Expenses are trending lower than revenue, which leaves us in a positive position.
- Areas where we have exceeded budgeted amounts include Equipment and leases, Insurances, Books and Supplies, Facilities, and Technology. There is no concern about the Equipment and Leases being higher as we did receive a large incentive to cancel the previous contract and those funds were added to last year's fiscal budget, so our current expenses are being paid from that amount
- Debt service coverage ratio: 1.06 and 1.15 is required, thus we are slightly below the covenant requirement. The tested period is June 30th

Looking Ahead: Fiscal Budget 2027

- Budget is based on 369 scholars, projected allotments and salaries are based on DPS 2025-2026 Salary Schedule
- Our plan was to review the budget tonight; however, we will table it until the Executive Committee has a chance to review it further and make recommendations to the Finance Committee.

V. Committee Reports

A. Board of Directors - Committee Structure

Community Development: Presented by Mrs Hernandez and Cee Rhodes

- We have not received any responses as of yet from grandparents
- Mrs Hernandez and Cee Rhodes will meet during the summer to strategize our approach to recruiting grandparents as well as schedule a separate meeting with the Admin Team towards the end of summer/ beginning of the school year to discuss the program in further detail since we were not able to confirm a meeting time last month due to delayed response from Cee Rhodes
- President A. Davis suggested that we distribute a flyer or info during the Promotion ceremony. Mrs Hernandez stated she will create a flyer and Cee Rhodes stated she is willing to distribute the flyers and share details with grandparents as the cupcakes and water are distributed.

Finance Committee: Presented by President A. Davis

- We were not awarded the Grant by Durham.
- We are looking for other grant opportunities that align with our goals and initiatives

Governance Committee: Presented by Mr. Powe

- No updates

Academic Excellence: Presented by Ms Quentillia Crutchfield and Mr. Bobby

- No updates; main focus was on the EOGs

VI. Closing Items

A. Report Out from Closed Session

Motion was submitted by Mr. Powe, Seconded by Mr Patterson

Read out of Closed session was conducted by Cee Rhodes

We discussed:

- A Parental Concern
- Personnel Matter
  - ELA 8 Teacher - voted to approve
  - Community Enrollment & Partnership Specialist - voted to approve
- Custodial Bid Selection - H3 Cleaning Solutions, conditional upon internal review of performance stipulations - voted to approve with conditions

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:50 PM.

Respectfully Submitted,
D. Patterson