

Kestrel Heights School Board
September 9th 2014
6:30 pm-8:30 pm

Areas of Focus: Compliance, Finances, and Academic Achievement

A meeting of the Board of Directors was held on Tuesday, August 19, 2014 in the Kestrel Heights Middle School at 6:30 PM. The meeting was called to order at 6:30 PM by Kathy Chapman.

Purpose: To ensure the Outcomes in our Charter are being accomplished and that all parameters are being followed.

The following Directors were in attendance: Nancy-Anne Potts, Glenna Boston, Kathy Chapman, Jessica DeCuir-Gunby, Jamie Gunter, Mary Carter, Andrew Joseph, and Shane McCurdy.

The following Directors were absent: Tonya Hunt, Micheal Abensour, and Josephé Featherstone,

Public Comment:

There was not public comment.

Old Business:

The August 19, 2014 minutes were reviewed.

Motion: Jamie Gunter made a motion to approve the August 19, 2014 minutes.

Second: Nancy-Anne Potts.

The August 19, 2014 Kestrel Heights Board of Director Minutes were unanimously approved.

New Business:

Monthly Discussion Items:

Financials:

Discussion was led by Nancy-Anne Potts, Treasurer, regarding current KHS financial statement, updating the missing items such as changes in state standard, the ALM changed, DPS has not given allotment as of yet, and noted salaries.

This item was tabled for further discussion.

No motion was made or required.

PTSO:

Terri Barber, PTSO President was not at the meeting.

Executive Director Report:

Dr. Mark Tracy provided his monthly Executive Director's report to the KHS Board of Directors which included snow days, change in high school schedule, staffing needs, testing information, current enrollment, Organizational structural plans, licensure compliance process, salary audit, school financial internal audit, criminal record checks for contract and volunteers. See attached Document #1.

Motions as a result of the Executive Director Report:

Shared Space Up-Fit:

Discussion ensued regarding need to communicate with families regarding the shared Space and current state of up-fit. Glenna Boston will work on drafting a letter to parents with Shane McCurdy.

Motion: Glenna Boston made a motion to grant Shane McCurdy the authority to gather bids regarding architectural design.

Second: Jamie Gunter

Vote: Unanimously approved.

Snow Policy:

Discussion ensued regarding the current snow policy, adding additional days, Durham Public Schools (DPS) ability to provide manpower to check safety of road, reasoning to follow the DPS system, and how to better serve students and employees with the inclement weather announcement policy.

Motion: Jamie Gunter made a motion to adopt Dr. Tracy's Executive Report proposal with the addendum to remove the employment section from the student handbook and make it subject to supervisory discussion, subject to approval.

Second: Glenna Boston

Vote: Unanimously approved, noting one recusal by Andrew Joseph.

Extend Meeting:

Motion: Jessica DeCuir-Gunby, motioned to extend the meeting time past 2 hours.

Second: Shane McCurdy

Vote: Unanimously approved.

Old Business:

By Laws:

Attorney Stephon Bowens presented amended bylaws to the KHS Board of Directors.

Motion: Kathy Chapman made a motion to accept the corrected bylaws as amended by Attorney Bowens.

Second: Mary Carter

Vote: Unanimously approved.

Strategic Plan:

Jessica DeCuir-Gunby led discussion regarding the first draft of the strategic plan due to the Office of Charter Schools September 30, 2014. The next deadline for changes will be September 16.

No vote was required or needed.

New Business:

KHS Foundation:

Jessica DeCuir-Gunby led the discussion regarding the KHS Foundation. Attorney Bowens informed the BOD the bylaws are already set up for the foundation and he will get the IRS number for the foundation.

This item was tabled for further discussion on the next regularly scheduled board of director meeting.

No motion was made or required.

Mission & Paideia:

Dr. Tracy updated BOD regarding utilizing online training to ensure staff is properly trained on Paideia training.

No Motion was made or required.

Operational Decisions:

Nancy-Anne Potts led a discussion regarding operational decisions versus policy decisions.

Motion: Shane McCurdy made a motion to empower the Executive Committee of the Board to act as advisers to Dr. Tracy in differentiating operational decisions vs. policy decisions when in doubt until such time that the board can develop formalized guidelines to clarify guiding policy.

Second: Jessica DeCuir-Gunby

Vote: Unanimously approved.

Closed Session Motion:

Jessica DeCuir-Gunby made a motion to go into closed session at 9:10 PM to consider confidential personnel information protected under G.S.143.318.11(a)(6); and to consult with the Board attorney and preserve attorney-client privilege under G.S. 143.318.11(a)(3) for potential litigation.

Second: Dr. Andrew Joseph

Vote: Unanimously approved.

End Closed Session Motion:

Motion: Glenna Boston made a motion to come out of closed session at 10:34 PM.

Second: Dr. Andrew Joseph

Vote: Unanimously approved.

As a result of discussion during closed session, motions ensued by the board of directors.

Motion: Mary Carter made a motion to accept proposed increase in the Elementary Administrative Assistant position by \$8,385.

Second: Jamie Gunter

Vote: Unanimously approved, note 1 recusal by Dr. Andrew Joseph.

Motion: Mary Carter made a motion to accept proposed increase in the Middle School Administrative Assistant position by \$14,481.

Second: Jamie Gunter

Vote: Unanimously approved, note 1 recusal by Dr. Andrew Joseph.

Motion: Mary Carter made a motion to accept proposed increase in the Elementary Principal position by \$3,781.

Second: Jamie Gunter

Vote: Unanimously approved, note 1 recusal by Dr. Andrew Joseph.

Motion: Mary Carter made a motion to accept proposed increase in the High School Administrative Assistant and District Data Manager by \$1,506.

Second: Jamie Gunter

Vote: Unanimously approved, note 1 recusal by Dr. Andrew Joseph.

Motion: Mary Carter made a motion to accept proposed increase in the Business Manager position by \$4,286.

Second: Jamie Gunter

Vote: Unanimously approved, note 1 recusal by Dr. Andrew Joseph.

Motion: Shane McCurdy made a motion to authorize Attorney Bowens outside his current contract for preparation,drafting, and filing in possible litigation and legal matters as discussed in closed session.
Second: Jessica DeCuir-Gunby
Vote: Unanimously approved

Motion: Glenna Boston made a motion to adjourn the meeting at 10:55 PM.
Second: Shane McCurdy
Vote: Unanimously approved

The meeting adjourned at 10:55 PM.