



**Association for the Advancement of Education, DBA, The Hawbridge School**  
**Hawbridge School**  
**1735 Saxapahaw-Bethlehem Church Road**  
**Saxapahaw, NC 27340**  
**(336) 376-1122**

## **BOARD MINUTES**

**Date:** February 17, 2016

**Location:** Hawbridge School

**Attending Board Members:** Rick Morse (Chairperson), James Cajka (Treasurer), Karamarie Fecho (Secretary), Rowena Khot (Vice Chairperson), Todd Nicolet, Liz Sullivan

**Absent Board Member:** Jonathan Romm

**Attending Executive Director and Faculty/Staff:** Kenny Moles (Executive Director), Jonathan Farmer (Faculty Representative to the Board), Daryl Feldman (co-Assistant Director and Faculty Member), Emily Martin (Counselor), Laura Rasmussen (Faculty Member), Jennifer Shelton (co-Assistant Director and Faculty Member)

- I. Call to Order
  - 6:13 pm.
- II. Roll Call
  - 6:13 pm.
- III. Approval of Agenda
  - Motion to approve. Seconded. Unanimously supported. 6:14 pm.
- IV. Recognitions
  - A. Poetry Out Loud
    - Postponed until March 2016 board meeting (the student could not attend the meeting due to work obligations).
  - B. Art Showcase
    - Director recognized a Hawbridge student, Zoe, for her leadership in art.
    - Ms. Rasmussen provided context regarding Zoe's art project. Zoe then presented her artwork to the board. The nine-panel piece was inspired by the book *I Am Malala*, which students read during last Spring's "Revolutions" interdisciplinary unit. Zoe conceptualized the project and led a group of nine students to complete the work. Ms. Rasmussen will hang the artwork in the upstairs commons or one of the hallways.



- Board and Director acknowledged both Zoe and Ms. Rasmussen for their excellent work.

V. Public Comment

- None offered initially but provided later (see Section VIII B).

VI. Consent Items

A. Approval of previous meeting's minutes

- Board requested a revision to the wording regarding the second open community forum; revision should indicate that a second forum will take place after "concept plans" are obtained, not "bids".
- Board requested that the term "revenue neutral" be defined as "\$0 surplus".
- Board requested a revision to the wording regarding inclement weather procedures; revision should indicate that the Director will consider extending the school day (as opposed to other options) if unplanned make-up days are required.
  - Motion to approve minutes with above three edits. Seconded. Unanimously supported. 6:24 pm.

B. Future Meetings/Events:

1. Board Meeting: Wednesday, March 16, 2016
2. Board Meeting: Wednesday, April 20, 2016
  - Motion to approve. Seconded. Unanimously supported. 6:24 pm.

VII. Reports

A. Board

- Board Chair followed up with candy company Morinaga, which recently opened a plant in Mebane, about a possible partnership with the school; the company does not appear to be interested at this time.
- Board discussed the idea of looking into the feasibility of establishing a school foundation. Board member Sullivan will initiate this process.

B. Director

1. School Calendar

- Director presented the 2016-2017 school calendar, which includes earlier start and end dates than previous year calendars and also includes more than three weeks of holiday time in November/December. The calendar was drafted by the Director's Faculty Advisory Committee.
- Board engaged in an extensive discussion regarding the new calendar.
- Director will communicate the board's discussion with the Faculty Advisory Committee at the committee's next meeting. Director also will discuss a possible earlier start time for school days. Director will notify



the board about the committee's decision and then finalize the calendar for distribution to families as soon as possible.

C. Treasurer

- Treasurer reported that the budget appears to be in good shape and largely as projected, although receipt of county revenue is lagging. Treasurer noted that the projected surplus is ~\$127K, which is slightly higher than last month.
- Director reported that the upcoming A/C expenditure will likely be less than \$10K, which is lower than the original estimate.
- All other line items in the budget appear fine.

D. Other

- None.

VIII. Unfinished Business

A. Land Gift

1. Land Survey

- Mr. Jordan has completed the survey and is reviewing it with his lawyers.
- Director will request a special meeting of the board immediately after receipt of the survey.

2. Community Forums

- Next community forum will be scheduled after the special meeting of the board (noted above).

B. Transportation Feasibility

- Board discussed Board member Cajka's GIS mapping of student residencies. The geographical radius of student residencies is quite large. The top-two locations are Burlington and Chapel Hill-Carrboro. The third location with heavy student representation is Mebane. The fourth is Pittsboro.
- Board discussed the recent school-wide transportation feasibility survey. The discussion included a focus on parent comments regarding pay-per-ride options, as well as the challenges related to those options. Board also discussed parent comments regarding the use of the Saxapahaw General Store for before- and after-school child care. Director and attending parent noted that the owner of the store has no concerns with this.
- Board and Director will investigate transportation models in place at other nearby charter schools.
- Board and Director also will investigate the turnaround time between a "yes" decision of the board to implement bus service and the acquisition of the required staffing/equipment for bus service.
- Board acknowledged that this possibility requires more research.

IX. New Business



A. Enrollment Projections and Recommendations

1. Lottery Date and Results

- Director presented the board with the current number of applications stratified by grade and by grade and sibling-preference status.
- A large number of siblings have submitted applications. The 8<sup>th</sup> grade may require a sibling-only lottery.
- Board and Director agreed that attrition should be allowed to proceed naturally (i.e., without new enrollment of students on waiting list) after receipt of state revenue in October 2016.
- Administration will balance student enrollment numbers with new course scheduling and maintain open transparency regarding the addition of new student enrollees from the waiting list.
- School currently has 301 enrolled students; roughly 320 students were enrolled at the beginning of the 2015-2016 school year.
- Board engaged in extensive discussion regarding school/class enrollment caps.
  - Motion to cap enrollment at 320 students, with up to 38 students/grade in grades 5-8, up to 54 students/grade in grades 9-11, and up to 38 students in grade 12. Board anticipates that attrition will follow naturally after receipt of state funding and reach a final total enrollment size that is approximately the same as this school year. Seconded. Unanimously supported. 8:21 pm.

2. Lottery Method

- Lottery will be held at 2:00 pm on March 1, 2016. Director, Ms. Shelton, and Ms. Martin will conduct the lottery. Director will post this information on the school's website.

X. Closed Session

A. To Consider Confidential Matters Pursuant to NC G.S. §143-318.11

- Motion to move to close session. Seconded. Unanimously supported. 8:28 pm.
- Motion to move to open session and adjourn. Seconded. Unanimously supported. 8:59 pm.

*Minutes respectfully submitted by Karamarie Fecho, Board member and Secretary.*