



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: April 19, 2017

Location: Hawbridge School

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

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), Jennifer Shelton (co-Assistant Director and Faculty Member), Emily Martin (Guidance Counselor)

- I. Call to Order
 - 6:04 pm.
- II. Roll Call
 - 6:05 pm.
- III. Approval of Agenda
 - Motion to approve. Seconded. Unanimously supported. 6:05 pm.
- IV. Recognitions
 - A. Poetry Out Loud
 - Kieran, a 9th-grade student, was present and recognized by the school's administration and Board for his participation in the Poetry Out Loud program. Mr. Farmer provided an overview of the program. Hawbridge students ranging from grades 6 through 12 participated in the program. Kieran won the school competition and proceeded to the state competition, where he represented the school very well. Kieran read one of his poems to the Board. Board and Director applauded Kieran's poetry reading and representation of the school at the state competition.
- V. Public Comment
 - No public comment offered.
- VI. Consent Items
 - A. Approval of previous meeting's minutes



- Motion to approve minutes pending one minor edit. Seconded. Unanimously supported. 6:13 pm.

B. Future Meetings/Events:

1. Board Meeting: 6:30 p.m. on Wednesday, May 17, 2017
 - Motion to approve. Seconded. Unanimously supported. 6:14 pm.

VII. Reports

A. Board

- Board noted that the state legislature is reviewing a bill to provide grants for transportation to/from charter schools that meet a specified criteria for a percentage of students who qualify for free and reduced lunch.
- Board asked the administration for clarification regarding the status of the Saxapahaw Culture Mill bussing options. Director clarified that the organization is interested in working with the school for field trips, but not for regular school transportation because insurance costs would be prohibitive under that scenario.

B. Director

1. Enrollment Update

- Director noted that 324 students have been admitted for the 2017-2018 school year. All grades are at full capacity.
- Director also noted that a 10th-grade student, Sylvia, will be leaving the school to attend the NC School of Science and Math. He emphasized that while this student's departure is a loss to Hawbridge, the student has been offered a chance to excel in a different learning environment, one that is highly regarded.
- Director and Assistant Director Feldman noted that they attended a training session on school safety. They will be presenting the outcomes of that training to the Board.

C. Treasurer

- Treasurer Cajka provided an update on the budget. School revenue is slightly ahead for the year; expenditures are slightly behind. Projection is for a surplus of ~\$40k by end of year. Overall, the budget remains solid.

VIII. Unfinished Business

A. Hawbridge Expansion Update

1. Revised Timeline

- Board School Expansion Subcommittee has been engaged in conversations with Little Diversified Architectural Consulting, Mr. Jordan, and members of the Saxapahaw community. Based on those conversations, the parcel(s) of land that is available for a potential school expansion necessitates a rethinking of options and



further discussion with community members. Board subcommittee has decided to revise the timeline for a potential school expansion from Fall 2019 to Fall 2020 in order to make sure that the project proceeds properly.

- Board and Director discussed whether the revised timeline will incur additional costs related to the financial feasibility study, Little's contract, USDA loan application, etc. Director clarified that any additional costs will be minimal and that the loan application will proceed as planned.
- Board and Director will seek additional information regarding a potential school expansion.

B. School Resource Officer Proposal

1. New Information

- Board is waiting on additional information from the Director on the SRO proposal. Board and Director will discuss needed information during closed session and will defer a vote until the May 2017 regular meeting.

IX. New Business

A. Board Elections

1. Nominating Committee Report

- Director received seven applications for the three open seats on the Board. Two open seats are for re-election of current Board members Fecho and Nicolet, and one open seat is for departing Board member Morse who is no longer eligible to serve on the Board during the current cycle. Of those seven applications, five were received before the deadline, one was received after the deadline, and one was received after the deadline, but with notice to the Director that the application would be submitted after the deadline.
- Board and Director discussed whether or not to accept the late applications for consideration for ballot nomination. Board emphasized that the choice of applicants for ballot vote is at the discretion of the Board nominating committee.
 - Motion for a one-time exception to accept current late applications for open Board seats as of this date (April 19, 2017) because no applications have been reviewed by the Board nominating committee and no applicant names are known, so preferential treatment is not possible, and a full review of all applications is in the best interest of the school. Seconded. Unanimously supported. 7:07 pm.
- Board applications will be reviewed by the Board nominating committee, and applications will be put forward by the nominating



committee and posted on the school's website by May 1, 2017. An in-person election will be held during the May 2017 regular session of the Board.

- Board agreed to review the school's bylaws during upcoming Board sessions and amend the process for Board elections as needed.

B. Executive Director Evaluation

1. Faculty Survey

- Director drafted a comprehensive faculty survey for consideration by the Board as part of his annual evaluation.
- Board was supportive of the faculty survey.
- Board agreed to the following projected timeline for survey distribution to faculty in order to ensure that current Board members provide feedback on survey results to the Director during his annual evaluation: Board subcommittee (Cajka, Fecho, Sullivan) to review/edit the faculty survey between Wednesday, April 19, 2017 and Wednesday, April 26, 2017; full Board to receive second draft by Wednesday, April 26 (Fecho); full Board to review/edit survey by EOD Friday, April 28, 2017; edits to be incorporated into Qualtrics by Sunday, April 30, 2017 (Morse); survey to be distributed to faculty by Monday, May 1, 2017, with a response deadline of Monday, May 8, 2017.

2. Community Survey

- Director recommended that the Board conducts a regular community survey each year in January.

X. Closed Session

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

1. Subsection (a) - (3), (5), (6), (8)

- Motion to move to closed session. Seconded. Unanimously supported. 7:30 pm.
- Motion to move to open session and adjourn. Seconded. Unanimously supported. 8:45 pm.

Minutes respectively submitted by Karamarie Fecho, Board member and Secretary.