



**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 20, 2016

**Location:** Hawbridge School

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

- I. Call to Order
  - 6:10 pm.
- II. Roll Call
  - 6:10 pm.
- III. Approval of Agenda
  - A. Motion to approve. Seconded. Unanimously supported. 6:11 pm.
- IV. Recognitions
  - A. Model U.N.
    - Mr. Howes introduced the Model U.N. program and several Middle School Model U.N. students, Corbin and Watson, both of whom won awards at this year's Middle School Model U.N. program.
    - Board and Director congratulated both students and applauded the efforts of Mr. Howes.
- V. Public Comment
  - None present, none offered.
- VI. Consent Items
  - A. Approval of previous meeting's minutes



- Motion to approve pending minor edits. Seconded. Supported by a majority of five board members (two board members abstained due to absence from the March board meeting). 6:16 pm.

B. Future Meetings/Events:

1. Board Meeting: Wednesday, May 18, 2016
  2. Board Meeting: Wednesday, June 15, 2016
- Motion to approve. Seconded. Unanimously supported. 6:16 pm.

VII. Reports

A. Board

- No new reports.

B. Director

1. 2015-2016 Schedule Update

- Director reported that the new schedule has been implemented smoothly. He's received less student complaints and more positive student comments.
- New Bridge period is calm, organized, and works like a homeroom period, but with honors study halls and clubs.
- Only consistent complaint from students is not being with friends as much as during the former lunch/club period. Director acknowledged the importance of keeping students in touch with their friends during school hours, given the broad geographical reach of the school, which makes it hard to meet friends in person after school hours.
- Director acknowledged the efforts of co-Assistant Director Shelton and Counselor Martin in the development and implementation of the new system.

2. 2016-2017 Bell Schedule

- Director requested permission of the Board to conduct a short survey of proposed start/end times for the new school calendar year.
- Board supported that decision.
- Board questioned the new schedule, in terms of providing opportunities for afternoon internships, work, or community college courses for seniors. Director clarified that those opportunities represent a priority for next year's schedule. Director noted that the school will be starting a Saxapahaw-based internship program during the next school year, to be led by Ms. Osborne. The internship program will count toward school course credit.

C. Treasurer

- Treasurer discussed the budget.
- Revenue is still behind by a small amount due to lag in receipt of county funds.
- Chapel Hill revenue is being sorted out by the Director and school accountant, but no issues are expected.



- Surplus for the year is estimated at about \$120,000. Total surplus is close to \$400,000.
- PASTA's recent fundraising effort raised approximately \$7,000. Board and Director congratulated PASTA for their efforts.

#### VIII. Unfinished Business

##### A. Land Gift

###### 1. Land Survey.

- Land donation is for 5 acres. Director has met with two architects. Five acres is sufficient for a 600-student school, parking lot, and gym, but may require a third story and will not include athletic fields.
- Director requested permission to meet with a third architect to discuss feasibility. Board approved this request.
- Board requested that the Director develops some rough budget estimates based on a variety of scenarios for a possible school expansion and perhaps have the school's Treasurer review the estimates.
- Board and Director agreed that the next steps are to discuss additional, adjacent land options and a variety of scenarios for school expansion (i.e., split school, small school, expandable school, etc.).

###### 2. Community Forums.

- Board discussed the timing of the next community forum on the land donation.
- Board requested that the Director notes in his school blog the ongoing discussion and plans to further develop specific scenarios.
- Board questioned whether USDA is providing the best available loan rate, agreement, and terms. Director stated that he believes this is true. Co-Assistant Director Feldman supported that statement and said that the architects also agreed. For comparison, Director noted that at least one comparable regional charter school has had financial issues due to an unfavorable rate on their school's building loan.

##### B. Transportation Feasibility

###### 1. Director Update.

- Director provided an update on transportation. He stated that at least one comparable regional charter school runs a deficit on their transportation program. Director noted that the main cause of the deficit lies with state code that mandates that charter schools cannot charge for bus services.
- Board decided to not pursue the transportation option any further in the immediate term, but keep it on the radar for future discussions.

##### C. Enrollment Projections

- Director stated that enrollment is currently at 320 students for next year.



- Fifth grade is getting harder to fill, with only four students remaining on the waiting list and six new admissions since the close of the lottery; other grades have more students on the waiting list.
- Board and Director discussed the possibility of increased advertising for the fifth-grade program.

IX. New Business

A. Interdisciplinary Units

- Director reported that the Interdisciplinary Unit end-of-program events have not been well attended.
- Director discussed with the Board whether or not the school should require participation as mandatory.
- Board, Director, and Faculty discussed possibilities to improve attendance.
- Director and Faculty will explore consequences for student failure to attend these programs and will re-emphasize the importance of the learning experience, both to students and families.

B. Board Elections

- Board announced on the school website the nomination period, process, and desired candidate qualities. Deadline for applications is April 27<sup>th</sup>. Board subcommittee (Morse, Nicolet, Fecho) will meet remotely to consider nominations. Candidate applications will be posted on the school's website. An election will be held during the May regular board meeting. Results will be published in the board minutes from that meeting. Elected board members will be officially appointed during the June regular meeting of the board.

C. Executive Director Evaluation (process outline)

- Board announced plans to conduct a faculty survey for evaluation purposes. Board will schedule a special session prior to the May regular board meeting to discuss the survey results, as well as a self-assessment to be provided by the Director. The formal Director evaluation will take place during the May regular board meeting.
- Board also discussed a future community-wide survey and plans for future evaluation processes and procedures, including input from the Director on feedback that would be useful to him.

X. Closed Session

- Motion to move to closed session to consider confidential matters pursuant to NC G.S. §143-318.11. Seconded. Unanimously supported. 7:55 pm.
- Moved to move to open session and adjourn. Seconded. Unanimously supported. 8:38 pm.

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