



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:** May 17, 2017

**Location:** Hawbridge School

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

**Excused Board Members:** James Cajka (Treasurer)

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

- I. Call to Order
  - 6:34 pm.
- II. Roll Call
  - 6:35 pm.
- III. Approval of Agenda
  - Motion to approve. Seconded. Unanimously supported. 6:35 pm.
- IV. Recognitions
  - A. SaxConnex Final Projects
    - Board recognized Ms. Osborne for her leadership regarding the SaxConnex program. Ms. Osborne and the Director were pleased with the success of the program during its inaugural year, as well as with the students' final presentations on their internship experience. Board congratulated the students and applauded Ms. Osborne's efforts.
- V. Public Comment
  - Kimberly Wade-Benzoni and Lori Edmonds, two candidates for the open positions on the Board, introduced themselves to the Board and the Hawbridge community. Board thanked the candidates for being willing to volunteer their time to serve on the Board. Board also acknowledged the other applicants who applied for the open Board positions, all of whom were highly qualified. Board encouraged all members of the Hawbridge community to continue to support the school through their service.



## VI. Consent Items

### A. Approval of previous meeting's minutes

- Motion to approve. Seconded. Unanimously supported. 6:39 pm.

### B. Future Meetings/Events:

1. Board Meeting: 6:00 p.m. on Wednesday, June 14, 2017
  - Motion to approve. Seconded. Unanimously supported. 6:39 pm.

## VII. Reports

### A. Board

- Board Member Morse circulated a memo to the Board, Director, and Board Faculty Representative Farmer. The memo contains a proposal for recommended changes to the Board's bylaws. Board Member Morse has completed his two consecutive terms on the Board, so he is free of any conflict of interest regarding his recommendations. Morse, who is employed as a faculty member within UNC-Chapel Hill's School of Government, provided an overview of the changes he proposed. The overall recommendation is to shift to a traditional board model for school governance, one that is concerned more with governance, not politics. He recommended that the new Board carefully review the current bylaws and consider his recommendations, as well as the external reference citations that support his recommendations. Board Chair Nicolet thanked Morse for not only his service to the Board, but for providing expert recommendations on how to improve the Hawbridge School's governance. Board Faculty Representative Farmer suggested that the Board provide an opportunity for Hawbridge faculty to offer feedback on any suggested revisions to the school's bylaws prior to a vote by the Board.
- Board and Director thanked Board member Morse for his service to the school and the Hawbridge community.

### B. Director

#### 1. Enrollment Update

- Three hundred twenty-four students are currently enrolled for the 2017–2018 school year. No new students will be added at the present time.
- State EOG and AP testing began this week. Tests are being administered online, in part due to recommendation by the State of North Carolina, but also because the Director wants to move to online testing. Director and Administration believes that online testing is going well. Director noted that the school is offering high school seniors who do not have any testing requirements the opportunity to engage in outdoor activities, such as canoeing, during regular school testing hours.



C. Treasurer

- Treasurer was excused from the meeting.
- Financial discussions were moved to Section IX, New Business.

VIII. Unfinished Business

A. Hawbridge Expansion Update

- Board Member Romm is working to move things forward regarding the potential Hawbridge expansion. No significant updates were provided.

IX. New Business

A. 2016-2017 Amended School Budget

1. 10% Variance Provision

- State of North Carolina put forward a motion that if an actual school budget exceeds 10% variance from the projected budget, then the projected budget must be readjusted.
- Director presented a readjusted budget and explained the sources of variance in the current budget projections.
  - Motion to approve the readjusted 2016-2017 school budget. Seconded. Unanimously supported. 7:05 pm.

B. 2017-2018 School Budget Approval

- Board and Director discussed the details of the proposed budget.
- Annual surplus for next school year is projected to be roughly \$30K; total surplus, including rollover, will reach the Board's goal of three month's operating expenses.
  - Motion to approve and adopt the 2017-2018 school budget. Seconded. Unanimously supported. 7:13 pm.

C. Board Elections

1. Nominating Committee Report

- Nominating committee was pleased with the highly qualified applicant pool for the open Board positions. The committee had nothing else to report.

2. Vote for Board Members

- PASTA Chair Shannon Forbis and Office Manager Nancy Dunevant will tally votes and report the election results back to the Board. Those results will be reported to the Hawbridge community on Thursday, May 18, 2017.

D. Executive Director Evaluation

- Board Chair noted that the Board conducts an annual review of the Executive Director in closed session.



- Board thanked Faculty Representative Farmer for his help with the faculty survey that assisted the Board with the annual evaluation of the Executive Director. Board also thanked the faculty for their patience with the long survey and their response (19 of 21 faculty members responded to the survey).

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. 7:18 pm.
- Motion to move to open session and adjourn. Seconded. Unanimously supported. 8:32 pm.

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