



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 18, 2016

Location: Hawbridge School

Attending Board Members: Rick Morse (Chairperson), James Cajka (Treasurer), Jonathan Romm, Rowena Khot (Vice Chairperson), Karamarie Fecho (Secretary), Todd Nicolet, 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
 - 6:09 pm.
- II. Roll Call
 - 6:09 pm.
- III. Approval of Agenda
 - A. Motion to approve. Seconded. Unanimously supported. 6:10 pm.
- IV. Recognitions
 - A. Ultimate Frisbee
 - Rescheduled for June.
- V. Public Comment
 - A parent, Karen McCollum, spoke about her son's experience at Outdoor Academy (OA), a semester program for 10th graders at Eagles Nest in the NC mountains. The family received very positive comments from an OA teacher who was pleased to work with Hawbridge. The teacher commented that Mr. Farmer, in particular, was very helpful. "They wish they had a Hawbridge student every semester". OA information is available in the Hawbridge main office.
- VI. Consent Items
 - A. Approval of previous meeting minutes (regular meeting on April 20, 2016; special session on May 11, 2016)
 - Motion to approve. Seconded. Unanimously supported. 6:15 pm.



B. Future Meetings/Events

1. Board Meeting: Wednesday, June 15, 2016
2. No meeting scheduled for July 2016
 - Motion to approve. Seconded. Unanimously supported.

VII. Reports

A. Board

- Nothing to report.

B. Director

- 2016-2017 Schedule Update: Mrs. Shelton and Ms. Martin have been working hard on next year's schedule.
 - Six-period day with Bridge period at end of day.
 - Start/end time for school days.
 - Parent survey indicated that 8:15 am was the clear first choice. Second choice was 8:30 am. Last choice was 8 am. School will start at 8:15 am for the 2016-2017 year.
 - Parent survey did not identify a preferred end time. Administration recommends 3:30 pm end time because 3:15 pm end time would not allow enough instructional time.
 - Board questioned whether the administration plans to eliminate any existing courses.
 - AP Biology will not be offered next year because the class was very small and is considered an elective.
 - AP Environmental Science fulfills a science requirement and will be offered next year.
 - Speech and Debate will not be offered next year due to low level of student interest, but may be offered as a club.
 - AP Physics will not be offered next year because the class was very small, but Honors Physics will be offered. A few students may be able to complete an AP option and take the AP exam as part of that class.
 - Four AP classes WILL be offered next year: AP English Literature, AP US History, AP Environmental Science, AP Calculus.
 - There will be some new classes:
 - Exploring the potential for a Forensics class.
 - Creative Writing will be added.
 - Added Psychology, which fulfills a humanities requirement. Mr. Feldman will teach this class. In the past, students have taken AP Psychology online.
 - Board questioned when the school will reach a point where students can plan ahead, knowing exactly what class offerings will be offered



year-to-year. This would allow students to create a course progression chart, for example.

- Administration stated that the school is not at that point yet. They are responsive to student needs, but for budgeting and staffing reasons, the school cannot support small classes (i.e., classes with 5 students). The administration will evaluate this issue annually, but for now, will focus especially on the needs of rising 12th graders.
- Board suggested that a computer coding class would be a good addition and should perhaps be required of all students. This would teach students how to create multi-media content of all kinds and provide them with logical thinking skills. These are skills that are not just for those pursuing technology careers, but are increasingly required for many careers.
 - Administration stated that there were not enough students interested to create a class, but they may offer a club.
- Director stated that community college classes are a good option for some students because those credits can also transfer to a 4-year college, whereas an AP class may not result in a transfer of credits unless the student scores a “5” on the test, which is very difficult to do.

C. Treasurer

- Revenue is at 86% of expected amount.
- Expenses are at 82% of budgeted allotment.
- Projected \$135K surplus for year, which is \$20K above target.
- Total surplus at roughly \$410K.
- No anticipated new expenses.

D. Unfinished Business

a. Land Gift

- i. Land Survey
 - Board and Director are trying to set up a meeting to discuss adjacent land options and new survey options.
- ii. Community Forums
 - To be discussed after new information is acquired.

b. Transportation Feasibility

- i. Director Update
 - Chatham Charter does not offer busing except for one elementary bus in Pittsboro; school subsidizes the bus service.

c. Enrollment Projections



- 2016-2017 Student Enrollment Projections.
 - 320 total students currently enrolled or who have received admission.
 - Applications continue to come in for all grades

- d. Board Elections
 - Four current board members are on the ballot.
 - Nominations confirmed by nominating committee.
 - Motion to affirm that four current board members are elected. Seconded. Unanimously supported. 6:59 pm.

- e. Executive Director Evaluation
 - Board met in closed special session last Wednesday, May 11, 2018 to discuss faculty survey, Director performance development and growth plan, Director memorandum to the board, and board's overall assessment.
 - Board publicly thanked the faculty for the high response rate.
 - Board is meeting tonight in closed special session to finalize evaluation and share results (aggregated faculty responses only) with Director.
 - Board is working to improve the evaluation process, as this is only the second formal Director evaluation conducted by the board.

- E. New Business
 - a. 2016-2017 School Budget
 - Board discussed proposed 2016-2017 school budget.
 - Roughly \$80K in projected surplus for year. Note that this is based on conservative revenue estimates.
 - Budget projections are close to target.
 - Motion to approve budget. Seconded. Unanimously supported. 7:20 pm.

- F. Closed Session
 - Motion to move to closed session to consider confidential matters pursuant to NC G.S. §143-318.11. Seconded. Unanimously supported. 7:24 pm.
 - Before moving to closed session, board briefly discussed a school community survey to be administered by the school administration. No decisions were made.
 - Motion to move to open session and adjourn. Seconded. Unanimously supported. 9:00 pm.



Minutes jointly recorded by Liz Sullivan, Board member, and Karamarie Fecho, Board member and Secretary, and respectfully submitted by Karamarie Fecho.