



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: June 15, 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
 - 6:07 pm.
- II. Roll Call
 - 6:08 pm.
- III. Approval of Agenda
 - Motion to approve. Seconded. Unanimously supported. 6:08 pm.
- IV. Public Comment
 - None present, none offered.
- V. Consent Items
 - A. Approval of previous meeting's minutes
 - Motion to approve minutes pending minor edits. Seconded. Unanimously supported. 6:11 pm.
 - B. Future Meetings/Events:
 1. Board Meeting: Wednesday, August 17, 2016
 - Motion to approve. Seconded. Unanimously supported. 6:12 pm.
- VI. Reports
 - A. Board



- Board discussed concerns regarding the procedures and dismissal policy for the last day of school. Board and Administration agreed about the need for clear communication—to both students and families—about the day’s plans. Board and Administration also discussed options for notifying parents about the school’s daily schedule (e.g., website as central source of data [see VI.B.1]).

B. Director

1. 2016-2017 Schedule Update

- Schedule has been finalized and will be released soon.
- Class sizes range from 8 or 9 students to 24 students.
- Administration reported that they did their best to minimize class sizes, but not keep them too small.
- Board requested additional data on class sizes, student/teacher ratios, etc., to be presented at August meeting of the board.
- Current enrollment for 2016-2017 school year is 312 students. Administration has not yet tapped into 8 siblings on the waiting list for 8th grade because adding those students increases the 8th-grade class size to 43 students. Administration recommended adding the 8 siblings on the 8th-grade waitlist. Board supported the recommendation.
- Co-Assistant Director Shelton is now in charge of the school’s website. A WordPress website is being built on the domain “thehawbridgeschool.org” and will go live soon.

C. Treasurer

- Projected surplus for the year is ~\$146K.
- Revenue near complete, roughly 95% of tuition has been received.
- Tuition revenue is higher than projected due to the addition of new students.
- Projected expenditures are <\$10K for technology, IT support, and security for graduation and prom.
- Administration recommends an expenditure of ~\$5K for hand dryers in school bathrooms. Estimated 2 years to recoup funds, as school currently pays \$2500 per year for paper hand towels. Board supported the recommendation.

VII. Unfinished Business

A. Land Gift

1. Land Survey

2. Community Forums

- Director and Board member Romm engaged in discussions with local land owners about new possibilities for land donations. Board noted that the next step would be to bring in architectural design groups and



form a land donation committee comprised of select board members, a faculty representative, and several school/town community representatives. The committee will be charged with exploring scenarios for a possible school expansion (e.g., building designs, K-5 vs. K-8 vs. K-12, etc.). After that, the Board and Director will schedule community forums. Goal is to form the land donation committee and hold at least one meeting before the August meeting of the board.

- Board representatives on the land donation committee will be Romm, Cajka, and Morse. Faculty representative Farmer will survey interest among faculty for service on the committee. Board member Romm will identify community members to serve on the committee. Director will contact architects.
- Board and Director noted that the Saxapahaw community is very supportive of the possible school expansion.

B. Enrollment Projections
(See VI.B.1.)

VIII. New Business

A. Graduation Honors

- Director noted the large number of students who graduated this year with various levels of honors: nearly half of this year's graduating class earned a 4.0+ GPA. Director noted, however, that the school officially recognizes only the valedictorian and salutatorian. Director recommended replacing the valedictorian and salutatorian awards with awards for all students who earn weighted 4.0+ GPA degrees. Board recommended a two-tier award system, *magna cum laude* and *summa cum laude*. Board further recommended looking at the grade distribution of previous graduating classes to determine the appropriate GPAs for receipt of awards.

IX. Closed Session

- A. To Consider Confidential Matters Pursuant to NC G.S. §143-318.11
- Motion to approve. Seconded. Unanimously supported. 7:30 pm.

X. Adjourn

- Motion to move to open session and adjourn. Seconded. Unanimously supported. 8:44 pm.

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