



**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:** September 21, 2016

**Location:** Hawbridge School

**Attending Board Members:** Todd Nicolet (Chairperson), Rowena Khot (Vice Chairperson), Karamarie Fecho (Secretary), James Cajka (Treasurer), 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), Mya Ciccotti (EC Coordinator)

- I. Call to Order
  - 6:09 pm.
- II. Roll Call
  - 6:09 pm.
- III. Approval of Agenda
  - Motion to approve. Seconded. Unanimously supported. 6:09 pm.
- IV. Public Comment
  - Representatives from the Hawbridge Sports Boosters Club—Rachel Bearman, Justiss Cowland, Cara McCollum, and Ed Woodall—attended the meeting at Mr. Feldman's request. This new, parent-led, volunteer group introduced themselves and the program, which aims to help the school procure transportation options for sporting events, i.e., one or more mid-size passenger vans. They are planning a variety of fundraising events to achieve their goal. The projected transportation cost is \$30K, but the group is aiming for \$50K. The representatives noted that the van(s) would be made available for any school event.
- V. Consent Items
  - A. Approval of previous meeting minutes
    - Motion to approve. Seconded. Unanimously approved. 6:27 pm.



B. Future Meetings/Events:

1. Board Meeting: Wednesday, October 19, 2016
  - Motion to approve. Seconded. Unanimously supported. 6:28 pm.

VI. Reports

A. Board

- Board member Sullivan discussed the possibility of a school free/reduced lunch program and provided an overview of the programs in place at other charter schools. She has met with the owners of The General Store to discuss options. She also presented options to fund the program, including federal funding, which the Director noted as less than ideal for a variety of reasons. Board and Director discussed options to gauge family interest in the program. Director provided an estimate of roughly 15 students who may be eligible for free/reduced lunch—an estimate that is based solely on the number of students/families who request financial assistance with field trips. Board agreed to continue to investigate the possibility of a school free/reduced lunch program.
- Board member Sullivan asked for clarification regarding the school dress code. Ms. Shelton explained the dress code and how it is enforced. Mr. Farmer emphasized that the dress code is appropriate and gender neutral. Ms. Ciccotti noted that nearby schools have extremely strict dress codes that seem gender-biased, in terms of both the code and the enforcement of the code.
- Board member Khot noted challenges with the 5<sup>th</sup>-grade drop-off at the traffic circle. Director explained that parents have been directed to drop-off 5<sup>th</sup>-grade students on the right side of the traffic circle, in front of the 5<sup>th</sup>-grade classrooms. Board member Cajka noted challenges with the intersection between the traffic circle and the high school parking lot. Director suggested that the Administration may physically direct traffic again, just to remind parents about drop-off and pick-up procedures and to alert them to the 5<sup>th</sup>-grade classrooms and high school parking lot.

B. Director

1. D.A.R.E.
  - Director noted that the Alamance County Sheriff's Department has offered to teach the D.A.R.E. program to 5<sup>th</sup>-grade students, in addition to middle school students. Board voiced support for this plan.
2. Data Presentation
  - a) Summative Exam Results
    - (1) EOG, EOC, AP, & ACT



- Hawbridge received an overall score of B on recent state rankings. School did well on standardized test scores, but did not meet expected growth.
- Ms. Shelton presented exam results by test, subject, and grade.
- Board questioned what the learning points were. Director explained that metrics regarding expected growth are difficult to achieve because the school's baseline, in terms of student performance, is already high. Director explained that the most informative results are based on a rolling average, but few such statistics are available for the State of North Carolina.
- Director stated that he will share the full test results with the board.

(2) Special Education Report

- Director introduced the new EC coordinator, Ms. Mya Ciccotti. Ms. Ciccotti provided an overview of the EC program and the role of the EC team, which includes Ms. Crane, Ms. Jervis, and Ms. Rutherford. State EC funding comes from an April 1<sup>st</sup> head-count, during which time the school had 33 students classified as EC; the school currently has 36 students classified as EC, with additional students undergoing an evaluation for eligibility. Ms. Ciccotti provided an overview of the number of students by grade and disability. The population of students diagnosed with autism is growing, and this has created some challenges for the EC team. In response, the school has arranged for the EC team to receive new state training on the management of students with autism.

C. Treasurer

- Treasurer presented the budget report. State funding is higher than projected due to an increase in funding level. County income is higher than projected due to an increase in the number of students from Orange County and CHCCS. County receipt-of-funding is slightly below the projected amount due to a delayed receipt of funds from Orange County. Salary expenditures are more than projected, but not unexpected. Overall, the surplus for the year is good, and the fund balance is on track toward the Board's desired surplus of 3-months operating expenses.

VII. Unfinished Business



A. Land Gift

1. Architect Selection
2. Committee Update

- Board member Romm presented an update and noted that the Hawbridge School Board Expansion Committee is in the process of forming the full committee comprised of parents, local business owners, and Saxapahaw community members.

VIII. New Business

A. School Calendar Proposal

- The draft 2017-2018 school calendar is similar to this year's school calendar. Director requested approval to release the draft calendar for a 1-month community comment period. Board supported the request.
- Board representative Farmer additionally stated that faculty members were pleased with the new school calendar.

B. Restrooms

- Director reported that the new restroom arrangement is ready for implementation, with locks added to select restrooms that can be used as single-stall facilities. Board and Director engaged in a lengthy discussion regarding the pros and cons, benefits and risks (including previously unrecognized security risks) related to the new restroom arrangement. Board reached consensus and recommended removing the restroom locks and actively researching alternative solutions.

C. Parental Leave Policy

- Board member Fecho presented a proposed change to the parental leave policy. The revised parental leave policy was drafted by a Board sub-committee (Fecho, Khot, Sullivan). Board and Director engaged in extensive discussion regarding the proposed change to the school's parental leave policy.
- Board agreed to a new policy regarding parental leave:
  - Employees who have been employed for less than 12 months will be entitled to a total of 6 weeks of paid maternity/paternity leave, in addition to the sick leave and personal days allotted to all employees as annual leave at the beginning of each school year.
  - Employees who have been employed for 12 months or longer will be entitled to a total of 8 weeks of paid maternity/paternity leave, in addition to the sick leave and personal days allotted to all employees as annual leave at the beginning of each school year.



- Motion to approve the new parental leave policy, effectively immediately and pending minor changes in wording. Seconded. Unanimously approved. 8:36 pm.

D. Background Checks

E. Consideration of Morning Board Meetings

- Motion to move the last two agenda items to next month's board meeting, in the interest of time. Seconded. Unanimously supported. 8:37 pm.

IX. Closed Session

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

- Motion to move to closed session. Seconded. Unanimously supported. 8:38 pm.

X. Adjourn

- Motion to move to open session and adjourn. Seconded. Unanimously supported. 9:15 pm.

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