



**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:** November 16, 2016

**Location:** Hawbridge School

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

**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
  - 6:04 pm.
- II. Roll Call
  - 6:04 pm.
- III. Approval of Agenda
  - Motion to approve. Seconded. Unanimously supported. 6:04 pm.
- IV. Recognitions
  - A. SaxConnex Internship Program
    - Ms. Osborne provided an overview of the SaxConnex internship program. The program currently has 9 students enrolled. Many local businesses are interested in participating in the program. Ms. Osborne emphasized the important role and tremendous support that the local businesses have provided for the program.
    - Several students provided first-hand accounts of their experience with the program. Nick Browne provided an overview of his role at Terrace Day Farm and (soon-to-be) B&B. Becca Lessler provided an overview of her role at Farmhouse Ales Brewery. Logan Ingram provided an overview of his role at the Eli Whitney Fire Department. John London provided an overview of his role at The Saxapahaw Butchery.
    - Students enrolled in SaxConnex receive 1 high-school credit per semester for participation in the program.



- Director praised both Ms. Osborne and the participating businesses.
- Board Chair echoed that praise.

V. Public Comment

- Parent member Mark Ingram was present and voiced support for the board, director, and school. He expressed his enthusiasm for how the board and school has evolved over the last few years. He suggested that students would benefit from a greater school-wide emphasis on training in real-world skills such as coping with stress, professionalism with job interviews, etc.
- Board duly noted those recommendations.

VI. Consent Items

A. Approval of previous meeting's minutes

- Motion to approve. Seconded. Unanimously supported. 6:24 pm.

B. Future Meetings/Events:

1. Board Meeting: Wednesday, December 14 or 21, 2016

- Motion to move meeting from December 21<sup>st</sup> to December 14<sup>th</sup>. Seconded. Unanimously supported. 6:25 pm.
- Director mentioned that the school will be hosting an Open House on December 3<sup>rd</sup> in conjunction with the annual Saxapahaw Holiday Market.

VII. Reports

A. Board

- Nothing to report.

B. Director

1. 2017-2018 Enrollment Update

- Applications for the 2018-2019 school year were recently released to the public.
- 90 applications have been received to date; the majority of applications have been for 5<sup>th</sup> grade, followed by 4<sup>th</sup> grade, and then 9<sup>th</sup> grade.

C. Treasurer

- Treasurer reported that the school has a slightly greater revenue than projected for the budget, due to an increase in state funding. He also noted that \$75K has been earmarked for a school expansion feasibility study and additional expenses will accrue with the addition of a new EC teacher. That said, the school should expect a robust surplus of >\$111K this year.

VIII. Unfinished Business

A. Hawbridge Expansion Update



- Board member Romm reported that negotiations are progressing regarding the choice of an architectural firm. After a decision is made, design decisions will begin. Board and Director discussed pros and cons of whether or not to sign a contract before the feasibility study is complete (currently about 2 weeks into a 6- to 8-week process). Board emphasized the need to carefully consider issues such as this one as the expansion process proceeds.

#### B. Background Check Procedures and Guidelines

- Director presented the revised Background Check rubric. Board member Khot provided input on the revised definition of “criminal violations”. Director noted that neighboring charter schools approach volunteer chaperone/driver approvals in a manner similar to or less rigorous than Hawbridge. Board recommended minor changes to the wording of parts of the rubric. Director emphasized that, to date, he has not received an application for volunteer status that would be denied according to the new rubric. Board and Director recommended that the new rubric be enacted as the *process* for enacting the existing *policy* on volunteer approvals. Director will review the wording of the current policy in the Student Handbook and decide if any future discussion needs to take place with the board regarding revisions to the school’s policy on volunteer chaperones/drivers.

### IX. New Business

#### A. Socioeconomic Survey

- Director inquired as to whether he should proceed with a Socioeconomic Survey of the Hawbridge community. Board and Director discussed the pros and cons of such a survey, including the possibility of delaying this survey to the beginning of the next school year. Board decided to revisit this issue at a later date.

#### B. Culture Mill Transportation Proposal

- Director provided an update. The Transportation Survey that was administered to the Hawbridge community indicated interest in participation and willingness to pay. Culture Mill is researching insurance policies and “real” costs to implement the new program. Transportation would be between Saxapahaw and Carrboro.

### X. Closed Session

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

1. Subsection (a) - (1), (3), (4), (6) and (8)
  - Motion to move to closed session. Seconded. Unanimously supported. 6:56 pm.



- Motion to move to open session and adjourn. Seconded. Unanimously supported. 8:30 pm.

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