



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: August 17, 2016

Location: Hawbridge School

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

- I. Call to Order
 - 6:02 pm.
- II. Roll Call
 - 6:03 pm.
- III. Approval of Agenda
 - Motion to approve. Seconded. Unanimously supported. 6:03 pm.
- IV. Public Comment
 - None present, none offered.
- V. Consent Items
 - A. Approval of previous meeting's minutes
 - Motion to approve minutes. Seconded. Unanimously supported. 6:04 pm.
 - B. Future Meetings/Events:
 - i. Board Meeting: Wednesday, September 21, 2016
 - Motion to approve. Seconded. Unanimously supported. 6:05 pm.
- VI. Reports
 - A. Board
 - Nothing to report.



B. Director

i. Opening of School

- First day was busy, but good; students and families seemed pleased.
- Pre-school-year faculty retreat went very well.
- Open-house events were well received.
- Board attendees provided positive feedback and offered comments on how to further improve the open-house events.
- Current school enrollment is at 319 students. Two additional letters of admission have been sent out.
- Director commended Ms. Martin on her outstanding performance with student schedules prior to the start of the school year and during the open-house events.

C. Treasurer

- Director spoke on behalf of the Treasurer. Fund balance is roughly \$501,000, which is more than projected and moving closer towards the Board's goal of maintaining a fund equivalent to three-month operating expenses. The school has a few outstanding expenses related to summer clean-up and renovations, but these are not significant.

VII. Unfinished Business

A. Land Gift

i. Hawbridge Expansion

- Board member Romm provided an update on possible new land donations for the school. He has identified potential members (board/faculty/community) for the School Expansion Committee and will formalize the committee soon.

B. Student Handbook

- i. Graduation Honors: Director presented the new award system for graduating classes, beginning 2016-2017: *magna cum laude*, *summa cum laude*, and *honors*. Faculty decided to let the student National Honor Society members select the student speakers for graduation. Board and administration discussed the new award system, including the break-down in estimated numbers of students per award level.

C. Employee Handbook

- i. A statement on nepotism was added.
- ii. Wording regarding worker compensation was modified.
- iii. Parental leave: Board subcommittee (Fecho, Khot, Sullivan) will modify the existing policy and present a new policy for approval by the board during the September 2016 meeting.

VIII. New Business



A. Board Leadership Elections

- Board Chair Morse is stepping down. Other leadership positions remain in place.
- Existing Board member Todd Nicolet was nominated as new Board Chair.
 - Motion to approve. Seconded. Unanimously approved. 6:47 pm.

IX. Closed Session

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

- Motion to approve. Seconded. Unanimously supported. 6:49 pm.

X. Adjourn

- Motion to move to open session and adjourn. Seconded. Unanimously supported. 9:25 pm.

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