



Association for the Advancement of Education, DBA, The Hawbridge School
1735 Saxapahaw-Bethlehem Church Road
Saxapahaw, NC 27340
(336) 376-1122

BOARD MINUTES

Date: November 15, 2017

Location: Hawbridge School

Attending Board Members: Todd Nicolet (Chairperson), Rowena Khot (Vice Chairperson), James Cajka (Treasurer), Karamarie Fecho (Secretary), Lori Edmonds, Liz Sullivan

Excused Board Member: Jonathan Romm

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
 - o 6:04 pm.
- II. Roll Call
 - o 6:04 pm.
- III. Approval of Agenda
 - o Motion to approve. Seconded. Unanimously supported. 6:04 pm.
- IV. Recognitions
 - A. SaxConnex Internship
 - Ms. Osborne provided an overview of the program, which has grown from 8 students to 15 students and extended its reach to include Orange County and further into Alamance County.
 - Helmer provided an overview of his internship at the Eli Whitney Volunteer Fire Department; he expressed the many learning experiences that the internship provided him and how the department works with him to balance school concerns versus his volunteer work and the need to ensure his safety; he has applied for a full-time volunteer position.
 - Joseph provided an overview of his internship at the Orange County Sheriff's office; he described the learning experiences that the internship has offered him, including that ability to interact with all types of people, most of which he wouldn't have had the opportunity to interact with (e.g., inmates), and his better understanding of and respect for their life



circumstances; he also delineated the many different jobs he's been assigned to as an intern.

- Maliyah provided an overview of her internship at The Eddy Pub; she expressed her enthusiasm for the learning experiences she's gained while inside The Eddy itself and extramural to The Eddy, including restarting The Community Garden, forming partnerships with local farms, gaining experience with the food industry and the concept of "sustainable communities", and having the opportunity to work with the leadership at The Lofts.
- Glennie provided an overview of her internship at Starberry Acres in Mebane, which is an equestrian center that provides both recreational and service needs, as well as a bakery that packages treats for horses; she noted the many learning experiences that both settings have offered her.
- Cameron provided an overview of her internship at Camp Chestnut Ridge's after-school program; she noted the learning experiences that her internship has provided, including learning how to chaperone and teach young children and running an arts-and-crafts program for K-2 kids.
- Elizabeth provided an overview of her internship at Snow Camp Elementary School; she emphasized that the internship has confirmed her interest in pursuing a career in education; her learning experiences have included leading a math group and observing various learning and teaching styles.
- Emma provided an overview of her internship at Paws Forever, which is an animal adoption center; her learning experiences have been mostly on the administrative side and include fundraising, basic administrative tasks such as data entry, and more advanced administrative tasks such as phone calls to solicit potential donors.

V. Public Comment

- No public comment.

VI. Consent Items

A. Approval of previous meeting's minutes

- Motion to approve special session minutes from October. Seconded. Unanimously supported. 6:26 pm.
- Motion to approve regular meeting minutes from October. Seconded. Unanimously supported. 6:26 pm.

B. Future Meetings/Events:

1. Board Meeting: 6:00 pm on Wednesday, December 13 or 20, 2017?
 - Motion to approve change in meeting date to Wednesday, December 13, 2017. Seconded. Unanimously supported. 6:27 pm.

VII. Reports

A. Board



- Board Member Edmonds provided an overview of an NC DPI program that supports transportation for children with special needs.
 - Director provided an overview of his experience with similar programs in West Virginia.
 - Board and Director will review the opportunity and carefully consider the benefits and concerns.
- Board Members Khot and Fecho will circulate an email regarding potential holiday festivities to concur with the December regular meeting of the Board.

B. Director

- Representative Farmer provided an overview of two faculty breakout reviews of the Hawbridge Mission and Vision Statements; the reviews were intended to examine consistency between the two statements and a ranking of faculty strengths/weaknesses of each; overall goal was to develop a collective sense of purpose and a better sense of community; the breakout reviews were largely deemed successful.
- Co-Assistant Director Shelton alerted the Board to a finding that she identified through social media: Alamance County has been promoting Hawbridge as the school with the highest scores on standardized tests in the county.
- Co-Assistant Director Shelton also noted that the school is hosting their first-ever science fair for grades 6 through 12.
- Co-Assistant Director Feldman discussed a new contract with Surface Concepts flooring business; the contract is to remove tiling in the Upstairs Commons for replacement with epoxy flooring; total cost of the renovation is roughly \$5000.
 - Board Chair noted that it's good to see upgrades to the school in advance of emergency needs.

C. Treasurer

- Treasurer presented an overview of the budget; halfway through the year, revenues and expenditures are mostly on track, with Orange County and CHCCS a bit behind in provisioning funds; modest surplus of roughly \$106,000 for the year.
- Director noted that he expects the surplus to grow with receipt of \$25K for EC student needs by end of year.
- Board Member Edmonds mentioned a Charter School Growth Fund, which the school may qualify for; she will circulate information for Board and Director review.

VII. Unfinished Business

A. Hawbridge Expansion Update

1. General Updates



- Phase I of the Environmental Study is complete and has been submitted this week; no major concerns or roadblocks were identified.

2. Next Steps

- None provided.

B. Board Bylaws

1. Board Membership

a) Bylaws

- Board Chair reviewed the issues on which the Board has reached consensus: 9 members ideal, 7 members minimum; desired, but not required skill sets; 3-year terms, 2 terms max with 1 year off before reapplying for Board membership.
- Board discussed whether a change in membership terms would apply to current Board member terms or only to new Board members, considering a need to avoid COI while balancing simplicity; Board will discuss options at the December regular meeting.
- Board Chair clarified that Board Officers are elected annually and chosen from existing Board members.
- Board Chair noted that the Board did not reach consensus at the last meeting on the issue of open community voting, but did reach consensus on: (1) the need to ensure an engaged and effective Board; and (2) the need to create a process whereby the broader community (i.e., faculty, families) can contribute to the election process.
- Director reviewed the point he raised at the last Board meeting, to consider the opportunity to move away from traditional school board models and open voting; he noted the benefits of doing so (i.e., minimizing political concerns and pressures, avoiding a complete disruption of school governance and administration).
- Board discussed the pros and cons of open community elections.
- Board discussed the pros and cons of a Governance Committee comprised of faculty members and Board members and charged with identifying and nominating new Board members for vote by the Board alone; goal is to make sure that the leadership of the Board remains reasonably aligned with community interests.

General consensus reached: a Governance Committee or Selection Committee comprised of: Board members not seeking re-election and not ending their second term; an appropriate percentage of faculty members; and a PASTA representative.

- Board will discuss details and logistics during the December regular meeting.



2. 2017-2018 Budgetary Priorities

a) Suggested use of projected surplus

- Director provided a recap of the administration's 'wish list' for expenditure of projected surplus funds; he noted that curriculum needs and bathroom upgrades were achieved within the current budget period.
- Board and Director prioritized the purchase of two 15-passenger vans to support student life activities.
- Motion to approve expenditure of ≤ \$60K for purchase of two 15-passenger vans to support student life activities. Seconded. Unanimously supported. 8:21 pm.

VIII. New Business

- No new business.

IX. Closed Session

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

1. Subsection (a) – (3), (5)

- Motion to move to closed session. Seconded. Unanimously supported. 8:22 pm.
- Motion to move to open session and adjourn. Seconded. Unanimously supported. 8:39 pm.

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