



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

## BOARD MINUTES

**Date:** February 21, 2018

**Location:** Hawbridge School

**Attending Board Members:** Todd Nicolet (Chairperson), Rowena Khot (Vice Chairperson), James Cajka (Treasurer), Karamarie Fecho (Secretary), Lori Edmonds, 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
  - No public comment.
- V. Consent Items
  - A. Approval of previous meeting's minutes
    - Motion to approve regular meeting minutes from January 2018 pending one minor revision ("November 2017" changed to "December 2017") and a change in wording to section VII.A.1: "Everything is on track for the Board to make a formal decision during the regular March 2018 meeting. Assuming a formal decision is made to proceed, the projected opening date is Summer 2020." Motion to approve. Seconded. Unanimously supported. 6:07 pm.
  - B. Future Meetings/Events:
    1. Board Meeting: 6:00 pm on Wednesday, March 21, 2018
      - Motion to approve. Seconded. Unanimously supported. 6:07 pm.



## VI. Reports

### A. Board

- Board requested an update on current school safety plan, in terms of number of classroom exits, faculty training on 'best practices' in response to an active school shooter situation, etc. Director Moles noted that he and co-Assistant Director Feldman attended an 'ALICE' military training program, which is an approach that the school has since adopted. Director also noted that there are two exits in all but one classroom; however, the first exit for all classrooms is to a commons area, and the second exit (if applicable) is to another classroom. Director also noted that he and co-Assistant Director Feldman are considering the purchase of a RhinoWare Door Barricade System (Campus Safety Products).
- Faculty Representative Farmer noted that he personally feels prepared to respond to an active school shooter situation.
- Board requested a re-assessment of current 'best practices' in response to an active school shooter situation, particularly as those practices relate to a school designed like Hawbridge, with classroom doors leading to open commons areas on both floors. Board will continue this discussion during the March 2018 regular meeting. Board also will review the topic again with new Board members during the June 2018 regular meeting.

### B. Director

#### 1. Student Council President: Richella

- Director introduced elected Student Council President, Richella. Richella has attended Hawbridge since eighth grade. She is graduating one year early and is currently applying to a variety of colleges. Richella plans to study neuroscience and hopes to enter a pre-medicine educational track. She has served on the Hawbridge Student Council for three years.
- Richella provided an overview of current student leadership projects (e.g., hurricane fundraiser, 'Hawbridge Got Talent' fundraiser). In addition, she noted that the Student Council is planning a high school field trip to attend a viewing of the *Black Panther* movie and is gearing up for Hawbridge Spirit Week, among other activities.
- Board and Richella discussed her college choices, Hawbridge learning opportunities, career plans, etc.
- Richella's mother provided a parental perspective on her three children's experience at Hawbridge. She noted that her family is from Liberia and desired excellence in education and family involvement in their children's education after moving to the United States. She explained her family's rationale behind their decision to enroll their children at Hawbridge, as well as their experience transitioning from a private school to Hawbridge. Challenges include a 45-minute commute between home and school, which often



presents work conflicts. However, she emphasized her comfort with leaving her children at school early (generally in the Saxapahaw General Store) and picking them up late, when necessary. Despite the challenges, she is appreciative of the educational experience that Richella and her other children have gained while at Hawbridge.

- Faculty Representative Farmer noted that he taught Richella for two years. He emphasized her leadership, both within the school and within the classroom, as well as her positive approach to education.

#### C. Treasurer

- Treasurer presented an overview of the budget. Budget is largely on track. Treasurer noted that the Exceptional Child funding has not yet been received from the state. Director will submit an inquiry to DPI. Treasurer also provided an overview of student activity accounts. Basketball is listed as \$1000 in debt, but Director and co-Assistant Director Feldman believe this is due to a minor accounting error, with funds mistakenly withdrawn from the general athletic fund. Volleyball raised quite a bit of funds through fundraising events such as Moe's Diner Night, Back-to-School-Night Ice Cream Social, 'Donor Choice' options, Go Fund Me, etc. Student parking revenue is roughly \$650 (\$25/student). Family donations for the two new school vans totaled close to \$8000 and will be used for long-term maintenance and perhaps van detailing. Overall, the projected surplus is robust, at ~\$93K for the year.

### VII. Unfinished Business

#### A. Hawbridge Expansion Update

##### 1. General Updates

- Board Member Romm provided an overview of the potential school expansion project. The first in two, planned community events took place and was attended by 27 people, plus Board Member Romm, Board Chair Nicolet, Director Moles, and Doug Williams and Claire Haslam (land donors). The event went well and appeared to generate much enthusiasm for the potential project. Romm noted that one major topic of discussion was traffic and parking, especially during construction. The school has therefore engaged a third party to conduct a parking analysis. A second major topic of discussion was community utilization of school resources after hours. Additional topics of discussion were somewhat tangential to the potential school expansion project (e.g., What is a charter school? Why can't local children automatically attend Hawbridge?). Overall, the event went extremely well and was informative for both community attendees and Board members. The School Expansion Subcommittee hopes for even greater attendance at the second community event.



- Board Chair commented that the majority of attendees were residents of Saxapahaw or the immediate surrounding area. He noted that few Hawbridge parents attended the meeting and that no objections to the potential school expansion were expressed.
- Director commented that two family meetings also were held: six to eight people attended a morning session; one person attended a Saturday evening session. He noted that, as with the community meeting, no objections to the potential school expansion were expressed during the family meetings.
- Board Member Sullivan and Director also discussed the potential school expansion during a recent PASTA meeting. Fundraising activities were discussed as part of that conversation. One PASTA member has experience with fundraising efforts that are relevant to the potential school expansion. Sullivan plans to follow up with that person.
- Romm noted that a second land survey will be conducted to determine the property lines between two adjacent parcels of land related to the potential school expansion project. He also noted that he met with Heather LaGarde (Hawbridge Ballroom) to discuss parking challenges and that Little Diversified Architectural Consulting is prepared to submit to the Board a PAR, which is a document that is required to submit a complete loan application.
- Director commented that he received the first draft of the feasibility report for the potential school expansion project and will provide a summary to the Board during the March 2018 regular meeting.

#### VIII. New Business

##### A. 2018 Board Appointment Updates

- Board Selection Committee held a conference call to discuss plans moving forward. Subcommittee Officers are: Chair Romm, Vice Chair Sullivan, and Secretary Cajka. The application for new Board members has been posted on the school website, and active recruiting will take place throughout February and March. The application deadline is April 15<sup>th</sup>. The subcommittee has agreed upon a plan to review all applications and will present their recommendations to the Board during the May 2018 regular meeting. If the recommendations are not accepted by the Board, then the Selection Committee will reevaluate their recommendations and present revised recommendations back to the Board during a special session. Approved appointments commence in June 2018.
- Board discussed plans for distribution of a board 'packet' with information on the Selection Committee's recommendations prior to the May 2018 regular meeting.

#### 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. 7:01 pm.

X. Adjourn

- Motion to move to open session and adjourn. Seconded. Unanimously supported. 8:19 pm.

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