



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

BOARD MINUTES

Date: April 18, 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
 - 6:05 pm.
- II. Roll Call
 - 6:05 pm.
- III. Approval of Agenda
 - Motion to approve. Seconded. Unanimously supported. 6:06 pm.
- IV. Public Comment
 - No public comment.
- V. Consent Items
 - A. Approval of previous meeting's minutes
 - Motion to approve minutes from March 2018 regular meeting. Seconded. Unanimously supported. 6:09 pm.
 - B. Future Meetings/Events:
 - Board Meeting: 6:00 pm on May 16, 2018
 - Motion to change the meeting date to 6:00 pm on May 9, 2018. Seconded. Unanimously supported. 6:11 pm.
- VI. Reports
 - A. Board
 - Board Chair Nicolet praised the work of PASTA and others who helped contribute to the school's annual silent auction, which was wrapping up at the time of the Board meeting and seemed to be a successful event.



B. Director

1. North Carolina Virtual Public School (NCVPS) Usage Presentation

- Board Director Moles provided recommendations to the Board on NCVPS usage, not for discussion, but rather for feedback.
- Ms. Martin presented the Board with data to address the Board's request for additional information on NCVPS usage at Hawbridge. She also reviewed the recommendations that the administrative team prepared to guide student enrollment in NCVPS moving forward.
- Administration's recommendations are as follows:
 1. NCVPS courses are limited to students in grades 9-12.
 2. Students may take electives not offered at the Hawbridge School. Students will not take their core classes through NCVPS unless:
 - a. They plan to graduate early.
 - b. They need the credits due to a transfer.
 - c. The face-to-face course doesn't fit their schedule.
 3. Students may only use NCVPS for acceleration over the summer and families must pay the cost. Hawbridge will offset the cost for families in need of financial assistance.
 - a. Exception: Students may not take EOC classes through NCVPS at any time.
 4. Students cannot enroll in an online world language unless:
 - a. The face-to-face course doesn't fit their schedule.
 - b. They wish to continue study of Mandarin Chinese or Spanish beyond what we offer in the classroom.
 - c. They are transfer students who started another language elsewhere.
- Board and Administration discussed the pros and cons of online courses via NCVPS. Board emphasized the positive impact of NCVPS with respect to allowing a small school to fulfill its mission and vision regarding individualized educational paths, individualized student learning, etc. Administration emphasized the negative impact of NCVPS with respect to administrative burden, oversight of students, and financials (i.e., summer usage of NCVPS courses rolls into the next academic year's available slots for subsidized student enrollment in NCVPS courses, even if parents/guardians pay for the summer courses).
- Board Chair summarized the discussion. Main concerns of the Board and Administration are the definition of individualized educational paths, the distinction between students who have the skills/maturity to excel via NCVPS courses versus those who do not, the need to clarify exceptions to the recommendations provided above, the impact on students/families who take NCVPS courses over the summer, and the financial impact of NCVPS courses on the school.



- Ms. Shelton provided a summary of current ACT scores. In all, Hawbridge students performed exceptionally well.

2. Personnel Updates

- Director reported that new contracts were delivered to school personnel on time and as promised.

C. Treasurer

- Treasurer reviewed the 2017-2018 budget. Projected surplus will be larger than anticipated due to an increase in state funding for both non-EC and EC children. 90% of projected school expansion funds have been expended. Faculty bonuses have been distributed in full. Projected professional development funds, technology funds, and instructional supply funds have largely not been expended.
- Administration and Board discussed reasons why professional development funds, technology funds, and instructional supply funds have not been expended at this point in the fiscal year. Administration believes that this is mostly due to an absence of requests. Board suggested making the availability of these more widely known to faculty and staff.
- Expected annual surplus is roughly \$140K. Overall fund balance is currently over the Board's target of a three-month operating expense. Unanticipated expenses related to the potential school expansion likely will reduce the overall fund balance, should the Board decide to move forward with the school expansion.

II. Unfinished Business

A. Hawbridge Expansion

1. Vote – USDA Submission

- Board Expansion Subcommittee Chair Romm provided an overview of where things stand with the potential Hawbridge School expansion. Three main issues were discussed. (1) Environmental impact. Environmental impact study is complete and approved to move forward. (2) Configuration of school. Current school space is an asset, and there is a general desire among stakeholders to maintain the existing space. New space is a bit too restrictive for a full Kindergarten through 12th-grade school. General thought is that it is more financially sound to keep the current space and build a second school. (3) Financial feasibility report. Overall assessment is that the school is financially sound to move forward with a school expansion. Outstanding issues also were discussed. (1) Traffic impact analysis. Incomplete. (2) Land survey. Incomplete. (3) Total loan amount is projected at \$12.75M for the project. Estimated loan only, given the contingencies.
- Board and Administration discussed whether the second school should be a lower school or a higher school.



- Director's opinion was that the second school should be a higher school because: (a) the student parking situation would be better; (b) the older students would have closer proximity to athletic fields; and (c) the older students would have closer proximity to science laboratories and environmental science programs offered through the second school. Director acknowledged that challenges remain, including: (a) older students moving between the second school and the Saxapahaw Village and divided by Saxapahaw-Bethlehem Church Road; and (b) requisite renovation to the existing space in order to accommodate younger students. Director emphasized that should the Board decide to configure the second school as a higher school, with the existing space used for a lower school, then the students in the younger school will have access to the existing outdoor space currently occupied by the 4th- and 5th-grade school trailers (which will be removed), the new cleared outdoor space behind the existing school, the existing courtyard, and the existing trails, for recreational and educational purposes.
- Board reviewed the financial feasibility report in greater detail, as well as the recommendations of the Board Expansion Subcommittee Chair and Director. Board questioned why the projected net assets for the school in 2021 are listed at \$63K versus the current projected assets of \$404K. Administration explained that the large decrease is due to a lag between the anticipated school opening and anticipated receipt of funding from state/counties.
 - Motion to move forward with the USDA loan application, configuration of lower school in existing facility and upper school in new facility. Seconded. Unanimously supported. 7:38 pm.

B. 2018 Board Appointment Updates

- Board Appointment Subcommittee Chair Romm provided an update on the number of applicants for open Board positions. The subcommittee received 12 qualified applicants and is currently reviewing their applications. The subcommittee will meet to vote on nominations to bring to the Board during the May meeting.

VIII. New Business

A. FY 2018-2019 Budget – First Read

- Motion to approve FY2018-2019 budget as submitted. Seconded. Unanimously supported. 7:49 pm

IX. Closed Session

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

1. Subsection (a) – (5)



- Motion to move to closed session. Seconded. Unanimously supported. 7:49 pm.

X. Adjourn

- Motion to move to open session and adjourn. Seconded. Unanimously supported. 8:15 pm.

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