



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

BOARD MINUTES

Date: May 9, 2018

Location: Hawbridge School

Attending Board Members: Todd Nicolet (Chairperson), Rowena Khot (Vice Chairperson), James Cajka (Treasurer), Karamarie Fecho (Secretary), Lori Edmonds, 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
 - 6:03 pm.
- II. Roll Call
 - 6:03 pm.
- III. Approval of Agenda
 - Motion to approve. Seconded. Unanimously supported. 6:04 pm.
- IV. Public Comment
 - No public comments.
- V. Consent Items
 - A. Approval of previous meeting's minutes
 - Motion to approve minutes from April 2018 regular meeting pending a minor change in Section IV to "no public comment" and the addition of a hyperlink or text to the Hawbridge School's procedures regarding NCVPS. Seconded. Unanimously supported. 6:10 pm.
 - B. Future Meetings/Events:
 - Board Meeting: 6:00 pm on Wednesday, June 13 or 20, 2018
 - Motion to change the meeting date to 6:00 pm on Wednesday, June 27, 2018. Seconded. Unanimously supported. 6:14 pm.
- VI. Reports
 - A. Board
 - Board



- Board Chair noted that Board Member Liz Sullivan formerly resigned. Board appreciates her service and hard work on behalf of the Board and school.

B. Director

- Director noted that end-of-year testing is taking place as the school prepares for the end of the academic year. River Day is tentatively scheduled for the last day of the school year.
- Director also noted that school will be held as normal on May 16th, which is the planned national school walk-out day. Administration will allow teachers to take a personal day to participate in the event, if requested.

C. Treasurer

- Treasurer reviewed the 2017-2018 budget. Budget is on track. Surplus is inflated because revenues have been received more readily than expected. Nearly all projected expenses for the potential school expansion have been expended. Possibility exists that the budget line-item for the potential school expansion may exceed the projected amount, primarily due to unexpected expenses such as a second survey, a traffic-impact analysis, etc. Projected surplus for the year is roughly \$112K.

II. Unfinished Business

A. Hawbridge Expansion

- Board Expansion Subcommittee Chair Romm provided an update on progress, including overviews of meetings with Little Architecture and the land donors regarding matters such as the survey, loan application, well capacity, water-treatment facility, and several other items. Several items have not been completed, but progress has been made. After all items are complete and feedback has been received from USDA, the school will be able to obtain a firm estimate on the total loan. The current plan is to complete all outstanding issues and garner enough additional information to vote on whether to move forward with the potential school expansion during the regular June meeting of the Board.
- Board Chair requested a high-level timeline for the potential school expansion prior to the June vote, including when reviews and decisions would need to be made with respect to renderings, etc. Romm agreed to complete this task.

B. 2018 Board Appointment Updates

- Board Appointment Subcommittee Chair Romm provided an update. The committee met last week to vote on the applicants, all of whom were considered to be outstanding by the subcommittee. The subcommittee is ready to meet in closed session to present their recommendations to the Board.



VIII. New Business

A. 2017-2018 Budget Amendment

1. 10% Variance Provision

- Hawbridge School is expected to realize a surplus outside of the allowed 10% variance, meaning that the actual surplus is larger than the projected surplus for the approved 2017-2018 budget.
- Director reviewed the state-mandated need to report the 10% variance. The projected surplus was based on several items that were subject to change (e.g., estimated enrollment). Director noted that the Board will need to vote in order to move forward with this state-mandated correction.
 - Motion to approve the amended budget. Seconded. Unanimously supported. 6:34 pm.
- Director noted that per new state requirement, the school must expend a one-time payment of \$50K for the NC State Retirement Fund. The School's accountant recommended that the school establish an escrow account. Board Member Khot agreed. Money would come from the school's annual surplus.
 - Motion to vote to place \$50K into the recommended escrow. Seconded. Unanimously supported. 6:41 pm.

IX. Closed Session

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

1. Subsection (a) – (6)

- Motion to move to closed session. Seconded. Unanimously supported. 6:42 pm.

X. Adjourn

- Motion to move to open session and adjourn. Seconded. Unanimously supported. 8:49 pm.

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