



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

BOARD MINUTES

Date: September 26, 2018

Location: Hawbridge School

Attending Board Members: Todd Nicolet (Chair), Val Hanson (Vice Chair), Sue Eldon (Treasurer), Karamarie Fecho (Secretary), Natalya Barker, Lori Edmonds, Brian Setliff, Tim Toben

Absent Board Member: Dianne Ford

Attending Executive Director and Faculty/Staff: Mya Ciccotti (Interim Executive Director), Jennifer Shelton (co-Assistant Director and Faculty Member), Daryl Feldman (co-Assistant Director and Faculty Member), Emily Martin (Guidance Counselor), Jonathan Farmer (Faculty Member)

- I. Call to Order
 - 6:03 pm.
- II. Roll Call
 - 6:04 pm.
- III. Approval of Agenda
 - Motion to approve agenda. Seconded. Unanimously supported. 6:04 pm.
- IV. Public Comment
 - No public comment.
- V. Consent Items
 - A. Approval of previous meeting's minutes
 - Motion to approve minutes from August regular meeting. Seconded. Unanimously supported. 6:05 pm.
 - B. Future Meetings/Events:
 1. Board Meeting: 6:00 pm on Wednesday, October 17 or 24, 2018
 - Motion to move the next regular meeting date to 6:00 pm on October 24, 2018. Seconded. Unanimously supported. 6:08 pm.
- VI. Reports
 - A. Board
 - Nothing to report from the Board.



B. Director

- Interim Executive Director Ciccotti provided an overview on a potential sponsor-based community-fundraising event to support the school expansion project. The potential sponsor is Reverence Farm, who has agreed to support a semi-formal sit-down dinner in the Hawbridge Ballroom, including the provision of 'protein' for the event and management of logistics. The Hawbridge community, including local businesses, will be invited to the event, and the sponsor will match some amount of the proceeds. Suggested ticket price is TBD.
 - Board expressed enthusiasm for the potential fundraising event, but concerns related to the timing of the event. Administration will work with the potential sponsor to optimize the timing of the event.
 - Motion to move forward with the potential fundraising event, with logistics to be determined at a later date. Seconded. Unanimously supported. 6:33 pm.
- Co-Assistant Director Shelton provided a report on the school's NC DPI-determined school 'grade' and sub-grades, which are publicly released and reported by the press. She explained the grading system. Overall school grade is a B. Achievement (80% of school grade) is based on EOG tests, EOC exams, graduation rates, etc. Growth (20% of school grade) is based on student past performance, including that of students with disabilities.
 - Board, administration, and faculty discussed the NC DPI school grade.
 - Board requested a qualitative, as opposed to quantitative, report from the administration on student performance. Faculty Member Farmer reported that the school is supportive of student growth and achievement; specifically, teachers have the freedom to focus on qualitative student growth, as opposed to quantitative testing.
 - Board also requested a perspective on historical trends. Administration reported that the overall school grade has mostly remained consistent.
 - Board further requested a comparison between Hawbridge and other local charter schools, in terms of NC DPI school grades. Administration reported that direct comparisons are challenging but that Hawbridge is generally comparable to other Alamance charter schools.
 - Board Chair Nicolet thanked the administration for the overview and explanation of the NC DPI school grading system.

C. Treasurer

- Treasurer Eldon provided a report. She noted a slight deficit in revenue due to a lag in receipt of county funding. Eldon further noted that the working school budget differs a bit from the operating budget, but this is expected. Overall, the school budget looks great. Treasurer has no concerns.



VII. Unfinished Business

A. Committees (Expansion/Fundraising/Communication)

- Expansion Committee – to be comprised of a subgroup of Board members (two or three) plus non-Board members; goal is to focus on issues and activities related to moving the school expansion forward.
 - Composition: Toben (Chair), Hanson, Setliff; non-Board members to be added at a later date, exception is Jonathan Romm, who will be appointed to the Expansion Committee.
- Fundraising Committee – to be comprised of a subgroup of Board members; goal is to work with administration to develop fundraising activities.
 - Composition: Nicolet (Chair), Toben, Setliff, Barker (Resource).
- Communications Committee – to be comprised of a subgroup of Board members; goal is to work with administration to develop and provide internal and external communication between Board, school community, and Saxapahaw community; potential focal areas include inclusiveness, diversity, and ensuring mutual benefit between Hawbridge and local schools.
 - Composition: Edmonds (Chair), Ford, Barker, Eldon, Fecho (Resource), Hanson (Resource).

B. Hawbridge Expansion Update

- Little Diversified Architectural Consulting was present during the open session of the Board.
- Board Chair Nicolet requested clarification on the timeline for loan approval.
 - Little stated that new regulations have radically changed the loan approval process, but after the loan application is approved by the WDC USDA office, the application approval process should move quickly. Little's most optimistic estimate of loan approval is within the next 30 days; however, a realistic estimate is difficult to provide. ETA for submission of loan application to WDC USDA office is October 1. One letter is pending.
- Board Chair Nicolet further requested clarification on the potential for a delay in the projected opening of the new school from Fall 2020 to Fall 2021.
 - Little deferred judgement on the anticipated opening date and instead suggested that the school administration reach out to the firm who completed the feasibility analysis for the school expansion.
- Board requested clarification on the total cost of construction if the loan approval was delayed.
 - Little confirmed that their initial estimate of 14-months duration of construction costs will not change if construction is delayed. Little noted, however, that for an August 2020 school start date, then construction must begin in June 2019.



C. Board of Directors Voting Process

- Chair Nicolet discussed the history behind this discussion, which in part involved confusion about whether the Board can vote by email or by proxy. The Board bylaws state that the Board can vote only in person or by teleconference and *not* by proxy. Nicolet suggested that the Board abide by existing bylaws instead of changing them to provide, e.g., an email option or proxy option. Board unanimously agreed to adhere to the bylaws moving forward.

VIII. 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. 7:30 pm.

IX. Open Session and Adjourn

- Motion to move to open session for a vote on whether to allocate additional money to cover architectural design expenses for the school expansion. Seconded. Unanimously supported by those in attendance (Fecho was not in attendance). 8:30 pm.
- Motion to vote on whether to: (1) allocate an additional \$32K for a total of \$110,000 in the school expansion budget in order to cover the cost of ongoing architectural design; and (2) adjourn after the vote. Seconded. Unanimously supported by those in attendance (Fecho was not in attendance). Vote was unanimous. 8:34 pm.

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