



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 28, 2018

**Location:** Hawbridge School

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

**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), Jonathan Farmer (Faculty Representative), Emily Martin (Guidance Counselor)

- I. Call to Order
  - 6:05 pm.
- II. Roll Call
  - 6:05 pm.
- III. Approval of Agenda
  - Motion to approve agenda. 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 October 2018 regular meeting. Seconded. Unanimously supported. 6:07 pm.
  - B. Future Meetings/Events:
    1. Board Meeting: 6:00 pm on Wednesday, December 12, 2018
      - Motion to approve December 2018 regular meeting date. Seconded. Unanimously supported. 6:08 pm.
- VI. Reports
  - A. Board
    1. Committee Updates (Expansion/Fundraising/Communications)
      - Expansion Committee update moved to Unfinished Business.



- Fundraising Committee Chair Nicolet provided an update. He spoke with the organizer of the Farm-to-Fork program and received useful feedback. He'll circulate notes to the Board. Feedback included guidance on profit margins, balancing workload versus profit, coordination needs, and approaches for marketing and timing.
- Communications Committee Chair Edmonds provided an update. The committee met with Trusted Space to discuss community organizing. One topic of discussion was the benefit of inviting the community to engage in both decision making and actions or next steps. The discussion was framed in the context of school resources/physical spaces that may be accessible and of value to the community and liability regarding the use of those resources/physical spaces. Planned training will likely target ~30 persons representing various segments of the broad community.

#### B. Director

1. Acceptance of the 2017-2018 School Audit from Petway, Mills & Pearson, PA
  - Interim Executive Director Ciccotti provided an overview of the audit. The firm identified no special findings or need for corrective action. Board noted that: the MDA was missing from the audit; pages 55 and 56 are identical; page 57 indicates that the audit applies for fiscal year ending June 30, 2017 (not June 30, 2018); and the TOC is incorrect. Interim Executive Director will request corrections and an addendum to the audit.
  - Motion to accept the audit pending noted corrections. Seconded. Unanimously supported. 6:22 pm.
2. Approval of 2019-2020 School Calendar proposal
  - Interim Executive Director Ciccotti provided an overview of the proposed calendar. Board asked for clarification on the alignment of the school's calendar with that of neighboring county schools. Administration provided clarification and added that alignment with student who are dual-enrolled in Alamance Community College (~ 20 students) was considered when planning the calendar.
  - Motion to approval school calendar. Seconded. Unanimously supported. 6:30 pm.
3. Beginning Teacher Support Plan approval
  - Interim Executive Director Ciccotti provided an overview of the plan, including the need to develop/adopt a plan due to new legislation enacted by the state. Proposed plan essentially reflects the new state requirements. Interim Executive Director noted that much of the plan had already been in place at the school. Board asked for clarification regarding penalties for non-



compliance. Interim Executive Director reported that the state assigns a monitor who will conduct regular rubric-based compliance reviews. Board requested clarification on resources to support enactment of the plan. Interim Executive Director noted that additional funding may be required to support implementation of the plan in future years.

- Motion to approve plan. Seconded. Unanimously supported. 6:36 pm.

#### C. Treasurer

- Board Treasurer Eldon provided a report. Budget is on track, with expenditures more or less equaling revenue. Treasurer has no concerns.

#### VII. Unfinished Business

##### A. Hawbridge Expansion Update

- Interim Executive Director Ciccotti provided an update. USDA application has been submitted. Status is unclear, but is being followed.

#### VIII. 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. 6:39 pm.
- Motion to move to open session and adjourn. Seconded. Unanimously supported. 8:46 pm.

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