



## **BOARD MINUTES**

**Date:** May 22, 2019

**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 (Executive Director), Jennifer Shelton (Co-Assistant Director and Faculty Member), Jonathan Farmer (Faculty Representative to the Board), Emily Martin (Guidance Counselor)

- I. Call to Order
  - 6:04 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 minutes from April regular meeting and April special session.
    - Motion to approve minutes from April 2019 regular session, pending addition of “unanimously supported” to votes and revision of Section VII.A to indicate a “significant amount of outdoor programming”. Seconded. Vote: 8 in favor; 1 abstained (Fecho, who was unable to attend the April 2019 regular session). 6:12 pm.
    - Minutes from April special session were not provided for Board approval, but will be reviewed during the June 2019 regular session.
  - B. Future Meetings/Events
    - Faculty Gathering with Board on May 28, 2019 at 5:00 pm
      - a) Board sign-up sheet available
      - b) Space TBD
    - Board Meeting: Wednesday, June 26, 2019

- Motion to approve change in meeting date from June 26, 2019 to June 19, 2019. Seconded. Unanimously supported. 6:18 pm.

## VI. Reports

### A. Board

- Fundraising Committee Update
  - Committee Chair Nicolet had nothing to report.
- Communications Committee Update
  - Committee Chair Edmonds provided an update. Committee will be getting in touch with the publishers of the quarterly *Saxaphaw Current* to consider allowing the Committee to submit a brief school update each quarter.
  - Board Member Ford provided an update on a recent Hawbridge Ballroom event involving ACC. ACC expressed interest in partnering with Hawbridge.

### B. Director

- Approval of working budget for FY 2019-2020
- Executive Director Ciccotti requested Board approval of the FY 2019–2020 budget. Board Member Eldon noted over-expenditure regarding security-alarm monitoring for the current school year. She questioned whether this line item should be included in the new budget. Executive Director will correct the error in the new budget.
- Motion to approve the budget pending addition of an \$1800 line item for security-alarm monitoring in the new budget. Seconded. Unanimously supported. 6:26 pm.

### C. Treasurer

- Board Treasurer Eldon had nothing to report. Everything is on target regarding the budget.

### D. Faculty Representative

- Faculty Representative Farmer provided an update regarding the faculty. He noted that faculty members are reporting a concerning number of inappropriate or rude communications between faculty members and parents.
- Board and Administration discussed the issue, including Mr. Farmer's request for the Board to put forward guidelines regarding communications between faculty members and the broader Hawbridge community.

## VII. Unfinished Business

### A. Hawbridge Expansion Update

- Jason Imhof, the Board's "Owner's Agent" and school expansion project liaison, provided an update. He and the administration have been

engaged in favorable, ongoing discussions with First Citizen regarding a loan. Other lenders remain in the queue, both traditional and non-traditional. Surveyor provided a plat. Subsequent discussions with surveyor and land donors led to a belief that additional easements might be required. Jason noted that survey adjustments and design proceed hand-in-hand. He also noted that Little held a visioning session that was well attended by the Board and broader community.

- Julie McLaurin, the principal from Little provided an overview of ongoing design work.
- Board discussed various “wish list” options, including a sand volleyball court. Various other design decisions and options also were discussed.

#### B. 2019 Board Appointments Update

- Board Chair Nicolet provided an overview of the process for new appointments to the Board. Board Nominations Committee has developed a set of recommendations to be discussed in closed session. If the Board disagrees with the committee recommendations, then the committee will put forward a new slate of recommendations for the Board to consider. Board Chair noted that the applicants were very impressive.

### VIII. New Business

#### A. Bullying Policy

- Executive Director Ciccotti discussed the current policy and provided the recommendations of the school’s attorney, which was to adopt the state statute.
- Board and Administration discussed the issue.
- Motion to approve the revised policy. Seconded. Unanimously supported. 7:59 pm.

#### B. Board Policy Manual

- Board recommended that the Executive Director work with selected Board members to update and organize the following documents: Student and Parent Hawbridge School Handbook; Hawbridge School Policies; Hawbridge School Bylaws; Hawbridge School Article of Incorporation; and Hawbridge School Board of Directors Reference Manual.
- Board recommended approving one policy at a time moving forward. Board will review existing policies and consider whether additional ones need to be revised.

### IX. Closed Session

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

- Subsection (a) - (6)
  - Motion to move to closed session. Seconded. Unanimously supported. 8:16 pm.
  - Motion to move to open session and adjourn. Seconded. Unanimously supported. 9:25 pm.

*Minutes recorded and respectfully submitted by Karamarie Fecho, Board Member and Secretary and updated by Sue Eldon, Board Member and Treasurer.*