



The Association for the Advancement of Education, DBA, The Hawbridge School

BOARD MINUTES

Date: September 25, 2019

Location: Hawbridge School

Attending Board Members: Lori Edmonds (Chair), Val Hanson (Vice Chair), Dianne Ford (Secretary), Natalya Barker, Dawnya Bohager, Kathryn Brown, Brian Setliff, Tim Toben. Sue Eldon (Treasurer) was absent.

Attending Executive Director and Faculty/Staff: Mya Ciccotti (Executive Director), Jennifer Shelton (Assistant Director of Curriculum and Instruction), Emily Martin (School Counselor), Cameron Ratliff (Faculty Representative to the Board).

- I. Call to Order
 - 6:09pm
- II. Roll Call
 - 6:09pm
- III. Approval of Agenda
 - Motion to approve agenda. Seconded. Unanimously supported.
- IV. Public Comment
 - There was no public comment.
- V. Consent Items
 - Approval of previous meeting's minutes
 - Motion to approve minutes from August 2019 board meeting and minutes from September 2019 closed session. Seconded. Unanimously approved.
 - Future Meetings/Events:
 - October Board Meeting will be October 23, 2019 at 6pm.
- VI. Reports
 - A. Board
 - Expansion Committee – Board member Tim Toben reported on recent committee work. Board members Toben, Hanson and Setliff met with representatives of our architectural firm, Little. They shared the board's surprise and dismay about project pricing. Representatives from Little were apologetic that they had not been more forthcoming that their per square ft pricing might be low. Their contract requires them to be more forthcoming about changes in pricing. Little agreed to spend 2 weeks scrubbing pricing to find savings. We directed them to get back to a number comfortable to us without sacrificing a gym or other major

design factors. This expansion team also had a conversation with project manager Jason Imhoff about the site and about getting bids from other contractors, giving us an opportunity to find local contractors who could find additional savings for the project. We are encouraged by these conversations and we have reason to be optimistic.

- Communication committee – Sue and Dianne met with land donors to update them on school expansion issues and to request their feedback and input. These meetings have been productive as donors have offered useful experience, contacts and suggestions.
- It is not yet clear what do we need to do about a renovations committee. Once this is clear, we'll be able to clarify other committee commitments, such as fundraising and leadership for the communication committee.

B. Director

- Jennifer Shelton, Assistant Director of Curriculum and Instruction, summarized our school performance grade for 2018-2019. Performance grades come out in September and consider achievement, growth, and performance. Ms. Shelton and Executive Director Ciccotti reviewed areas needing special attention or of concern.
- Emily Martin, School Counselor, described the state mandated new anonymous "Say Something" tip hotline, designed for students to communicate threats. Reported tips go to a crisis center, which alerts four crisis team members at the school. These four team members are on call 24/7/365. There is specific training for the crisis team and for students. If we had a school resource officer, they would be on this team. Students will be trained in small groups, with clear understanding about consequences for sending false alarms. This new initiative will be very time consuming and crisis management is stressful. Board chair Edmonds asked what the board can do to alleviate some of this stress.
- Mya Ciccotti, Executive Director, discussed the school's upcoming charter renewal. Board members will need to be present for an interview with the site visit team on Jan 23, 2020, between 9am-1:30pm. There will be a 45-minute interview with board members, as well as with parents, faculty, and the school administrative team.

C. Treasurer

- There was no treasurer's report as Treasurer Eldon is away.

D. Faculty Representative

- Faculty representative Ratliff reported no news for the board.

VII. Unfinished Business

A. Board Policy Manual Update

- Our attorney strongly recommends a 504 policy. The Wake county model is excellent; School Counselor Martin adapted the policy for Hawbridge. Executive Director Ciccotti reviewed the difference between IEP (instructional support) and a 504 plan (needs environment accommodation; no specialized instruction). School Counselor Martin leads our 504 team. There was a

motion to approve the new 504 policy. Seconded. Unanimously approved.
Board Member Ford will revise the policy manual to add this new content.

B. Hawbridge Expansion Update (Little Diversified and Aspire Construction)

- The Board will meet with Julie McLaurin and Ann Seeley, Little Diversified, and Jason Imhoff and Ben Coble, Aspire Construction. This item was moved to closed session as budget is included.

VIII. New Business

A. Renovation Committee

- The board is not yet ready to make decisions about this new committee.

B. School Resource Officer (SRO) Discussion

- Executive Director Ciccotti would like to begin a SRO conversation with the board, considering our school security issues this year and last year. Faculty are being surveyed about school resource officers and the results will be shared with the board. Benefits include: with the new anonymous tip line, it would be helpful to have someone on call; the sheriff's office takes 20 min to get here; we can't continue to pull SROs from other schools as they're paying for those services; we offer the DARE program and kids love our DARE officer; SROs have mental health and first aid training. SRO cost is shared by Alamance Co and the school. Faculty would want to interview candidates to find someone who understands the Hawbridge School culture and who can mentor students, sponsor a student club, and help with school mental health issues. An SRO will be a larger issue as we double the size of the school. This topic will remain on board meeting agendas. Executive Director Ciccotti will create a list of what an SRO could do and will share a DPI link about SRO officers in NC. Should we also discuss another guidance counselor or a social worker? Our primary concern right now is school safety, as we're missing this piece and need to prioritize safety right now. "Say Something" training assumes schools have an SRO.

IX. Closed Session

A. Closed Session

- a. To Consider Confidential Matters Pursuant to NC G.S. §143-318.11
 - i. Subsection (a) - (5)

- Motion to move to closed session. Seconded. Unanimously supported. 7:18 pm.
- Motion to move to open session. Seconded. Unanimously supported. 9:27 pm

X. Adjourn – 9:28pm

Minutes recorded and respectfully submitted by Dianne Ford, Board Member and Secretary