



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

Board of Directors' Meeting
Wednesday, January 22, 2020 at 6:00 p.m.
The Hawbridge School, Huth Commons

- I. Call to Order – 6:03pm
- II. Roll Call – 6:03pm
Attending Board Members: Lori Edmonds (Chair), Val Hanson (Vice Chair), Dianne Ford (Secretary), Sue Eldon (Treasurer), Natalya Barker, Dawnya Bohager, Kathryn Brown; Brian Setliff was absent.
Attending Executive Director and Faculty/Staff: Mya Ciccotti (Executive Director), Jennifer Shelton (Assistant Director of Curriculum and Instruction), Jonathan Farmer (Faculty Representative to the Board), Daryl Feldman (Asst Director of Student Services), Emily Martin (School Counselor).
- III. Approval of Agenda
 - Motion to approve agenda. Seconded. Unanimously supported.
- IV. Public Comment – none.
 - There was no public comment.
- V. Consent Items
 - A. Approval of Minutes
 - Motion to approve minutes from December 2019 board meeting and two January closed sessions; seconded, unanimous approval.
 - B. Future Meetings/Events:
 - Proposed February Board Meeting: February 19, 2020 at 6pm.
 - Office of Charter Schools site visit: January 23, 2020 from 9am-1pm; Board interview from 11:30-12:20.
 - Second Open House: Wednesday February 12, 2020 from 5:30-6:30 pm.
- VI. Reports
 - A. Board
 - Committee Updates: Expansion, Communication, Fundraising, Renovation

- 1) It is time to establish a nominating committee for new board members. Lori will not continue on the board and Val's term ends; we will be filling three board positions. There was discussion of who wants to serve on the nominating committee.
- 2) There are concerns about a possible need to expand the Board in order to accomplish committee work and to bring needed construction skills to the Board. After discussion, the Board agreed to move forward with our current number.
- 3) The renovation committee will be composed of school faculty.
- 4) The expansion committee will be composed of Mya and project manager Jason Imhof, with Board members included as needed.
- 5) Board committees for now will be Communication/Marketing and Fund Raising Committees.
- 6) The Board needs to plan orientation and/or mentoring for new Board members.
- 7) Val read an Expansion Committee update from Brian.
- 8) Kathryn presented a fundraising committee update. They will meet in Feb with a capital campaign professional whom we may hire at some point. The committee is working on a targeted list of people in this area who can help and donate; they have also looked at grant opportunities. The committee meets again on Feb 13.

B. Director

- 1) Mya Ciccotti reported that EC transfer funds came through; our budget deficit is reduced by half.
- 2) Jennifer Shelton reported that we have 212 school applications at this point - 20% 6th grade, then 4th grade then 9th grade.
- 3) Emily Martin and Daryl Feldman discussed "Say Something" week in March. They are putting together a club as part of the Sandy Hook Promise initiative. Mrs Osborne will be faculty sponsor for the group; ambassadors will have t-shirts. The student group will help sustain "Say Something" efforts. There will be a banner to sign, "Start With Hello". These initiatives will promote a positive attitude and inclusion; faculty will nominate Up-Standers. The reporting hotline has not been used yet. They have created a Google classroom to create a student survey page, allowing everyone in the school to be included in decision making.
- 4) We can request school expansion 1 year before we open, so this summer.

C. Treasurer

- 1) Our enrollment is now at 302. Our funding is based on the first 20 days of school.
- 2) We have a new expense for an online course supervisor for the 25 students taking online courses; she is a graduate student, paid as a sub temporary position.

- 3) Does Mya need help from the board for open house, recruiting? Ms Osborne's kids do great work for this. Can we create flyers in Spanish and have a Spanish speaker at the Hawbridge open house?

D. Faculty Representative

- 1) Jonathan Farmer reports no news.

VII. Unfinished Business

A. Charter Renewal

- 1) We have talking points from Mya and handouts from Mya.
- 2) The Board reviewed our talking points: a strength is place-based learning with a phenomenal outdoor program and a Saxapahaw Studies class that focuses on the culture and economy of this area.

B. Board Policy Manual Update

- 1) McKinny Vento policy (for homeless students) is needed, as well as a Criminal Background Check policy that is required to be in compliance. Both are in our shared drive. A motion was made to approve. Discussion of McKinny Vento included whether this conflicts with our grievance policy. There were brief wording changes. Motion to approve was seconded and unanimously supported for both new policies.

C. SRO discussion

- 1) Mya Ciccotti reported that we've been advised to have a part-time SRO. It is more challenging to get part-time people; 2 schools sometimes share an SRO. The Board can read MOU examples in our folder on the shared drive. Cost is more than we expected; Mya is not seeking approval today. Other expenses are coming up, like the need for an EC Director. We've discussed a part-time social worker, or can an SRO help us with home visits for extended absences? A drop-out prevention counselor? Can we look at some price ranges next month for all of these positions? The board can begin suggesting edits to MOU. We want to specifically address our EC population and look at options for what we can afford.

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

- 1) Jason Imhof has a list of updates.
 - We have a meeting set up with our lender and USDA, Feb 4, 2pm.
 - We received an approval letter from NCDOT for traffic impacts, pedestrian walkway between schools. (Is a bridge an option? A traffic light? Flashing lights to indicate pedestrians? School zone speed limit? Can we do a traffic analysis? Speedbump? Flashing 25mph school signs? It would be helpful to see frequency data.)
 - Site engineer Alamance Co is reviewing our plans; this is still a long part of this process.
 - Permitting will begin during Feb, for storm water management, etc.
 - Jason is working with Little to create general contractor qualifications. Board will need to approve our RFQ documents.
 - Jason has a phone call next week with the White Group that does free energy modeling for our project.
 - Our recombination plat is complete; we hope deeds will move along quickly.

- USDA does not allow restrictions on the land.
- Designing and engineering is moving forward with detailed designs.
- We should see exterior materials samples at next meeting.

VIII. New Business

- A. 2020-2021 Calendar – see handout. School is starting a week later than usual, as early start impacted enrollment. The calendar will roll-out to the school community on Friday.

X. Adjourn – 8:45pm.