



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

Online Board of Directors' Meeting
Wednesday, June 24, 2020 at 6:00 p.m.

- I. Call to Order – 6:04pm
- II. Roll Call – including introductions:
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).
Attending Board Members: Lori Edmonds (Chair), Val Hanson (Vice Chair), Dianne Ford (Secretary), Natalya Barker, Dawnya Bohager, Brian Setliff, and Kathryn Brown. Sue Eldon (Treasurer) was unable to attend.
Attending Incoming Board Members: Matt Buckmaster, Christina Fisher, Renee Lynch, Todd Nicolet, and April Williams.
- III. Approval of Agenda – a motion was made and seconded to approve the meeting agenda; approval was unanimous.
- IV. Public Comment – there was no public comment.
- V. Consent Items
 - A. Approval of previous meeting's minutes - a motion was made and seconded to approve the meeting agenda; approval was unanimous.
 - B. Future Meetings/Events:
 1. Proposed July Board Meeting: July 22, 2020 at 6:00 pm online.
- VI. Reports
 - A. Board
 1. Committee Updates:
Fundraising committee has no report but will be meeting soon to discuss continuing their work.
 - B. Director
Mya Ciccotti offered several updates: 1) We have successfully spent our COVID money from the state for gloves, masks, and cleaning supplies. We will get a PPE starter pack that includes thermometers and gowns, estimated to last for about 2 months. The school is well-supplied with sanitation supplies for whenever we resume face to face instruction. 2) Emily has completed high school and middle school schedules, a very large project. 3) The Office of

Charter Schools has all documentation ready to present our Hawbridge School expansion project to the State Board of Education.

- C. Treasurer – our treasurer was unable to attend, and there was no report.
- C. Faculty Representative – Jonathan Farmer reports that Rob Howes, one of our social studies teachers, has begun building an anti-racism group for the faculty at Hawbridge. Also, faculty members have received and appreciate their gift cards from the Board.

VII. Unfinished Business

A. Hawbridge Expansion Update

Jason Imhoff (Aspire Construction Management): documents have been sent out for bidding; 6 contractors are working on bids, which are due July 1. Bidders have a minimum of 3 weeks; we may extend that for a few days. Bids are delivered in a sealed envelope in person; anyone can attend the bid opening, and we are looking forward to that. Keith (civil engineering, Little): concerning site issues, we've had a couple of unexpected permitting issues. The proposed drive goes over an existing septic field at an adjacent residence; we are working with the Jordans to add a pump station for that house. We were told we didn't have to submit storm water controls plans, but the state requires a storm water permit. We've had to scramble; we're submitting this Friday or Monday. This change creates a revision for bidders. We are pushing to keep everything on schedule so our contractor can start on schedule. Jason Imhoff: We'll keep pushing forward; we may be able to start with partial permit approval. The state will try to expedite our permitting to get us started on time. There were questions from the Board about where we are on our timeline; we are trying to move as quickly as possible and will know better by midweek next week. We also have to see what USDA will allow without full permitting. We've submitted all DOT permitting. There were Board questions about any updates on traffic management; there is no news here. We need to get all property easements recorded.

The appraised price of our project by First Citizens Bank was below project budget; we've reworked the budget based on available funds. We can expect a closed meeting of the board to review bids in early July.

VIII. New Business

- A. Elections were held for new Board officers for 2020-2021. Motions were made and seconded, with unanimous votes to approve, for these new officers:

Todd Nicolet, Chair

Natalya Barker, Vice-Chair

April Williams, Secretary

Dawnya Bohager, Treasurer

- B. The Board needs to approve the amended and final 2019-2020 budget. Mya reviewed details for closing out this year's budget. We will not spend the rest of the textbook funds; many resources are moving to digital due to remote teaching. Book funds will

revert to our surplus fund. A motion was made, seconded, and unanimously passed for the Board to approve this amended budget.

X. Adjourn: 7:29pm

Minutes recorded by Board Secretary, Dianne Ford.