



The Association for the Advancement of Education, DBA, The Hawbridge School
Board of Directors Meeting
Special Session

Date: Wednesday, September 9, 2020

Location: Virtual meeting via Zoom

I. Call to Order – 6:04 p.m.

II. Roll Call

Attending Board Members: Todd Nicolet (Chair), Dawnya Bohager (Treasurer), April Williams (Secretary), Kathryn Brown, Matt Buckmaster, Dianne Ford, Renee Lynch

Attending Executive Director and Faculty/Staff: Mya Ciccotti (Executive Director), Jonathan Farmer (Faculty Representative to the Board), Daryl Feldman (Assistant Director of Student Services), Jennifer Shelton (Assistant Director of Curriculum and Instruction), Jana Cartner (Faculty)

Other Attendees: Jason Imhof and Ben Culp (Aspire Construction Management)

III. Approval of Agenda

Tonight's agenda was approved unanimously.

IV. Public Comment

There were no public comments.

V. Unfinished Business

A. Proposed amendment to the Certificate of Resolution – Mya shared with the Board the proposed changes to the Certificate of Resolution. After discussion, the Board approved the amended Certificate of Resolution with the following edits:

- In the second paragraph, change “other individuals” to “current Board members or Hawbridge employees.”
- In the second paragraph, add the line, “Signatures may be obtained by electronic signature, if needed.”

The Board agreed that the individuals added to this document for the fiscal current year will be the Executive Director (Mya Ciccotti), the Board Chair (Todd Nicolet), and the Vice Chair (Natalya Barker).

B. Communication plan for mobilization – The Board discussed how to inform the Hawbridge and Saxapahaw communities of the most recent developments in the expansion project, specifically that the project will be mobilizing beginning September 21, 2020. Ideas included:

- HOA Board (Mya is on this board and will reach out to them)
- Hawbridge Google Group
- Facebook pages (Hawbridge, Saxapahaw, CT Wilson)
- Press release (*The Alamance News*, WRAL, *Burlington Times-News*, Saxapahaw's online newsletter *The Current*)
- Posted flyers (at the Post Office, The General Store, The Eddy)
- Distributed flyers (via Jordan Properties and door-to-door campaign to local neighbors)
- Signage (sign already a prerequisite by the USDA, but we can do another more marketing-based sign to generate excitement, especially if includes a color rendering of the new buildings)

The Board discussed the importance of this initial messaging to the community going out the same day via these various channels. Mya and Jennifer will work on this initial content, as it is best that it be branded with the school's motto, colors, and logo, and will share the proposed content with the entire Board for comments and approval, though clear and accurate content is more pressing over style at this point given the tight timing. Following this initial messaging, further communications plans will be overseen by the communications committee in collaboration with Hawbridge administrators.

VI. Closed Session – 6:46 p.m.

Matt Buckmaster moved to begin closed session to consider confidential matters pursuant to NC G.S. §143-318.11, Subsection (a) - (5). Kathryn Brown seconded. Motion passed unanimously.

VII. Open Session – 7:24 p.m.

Dawnya Bohager moved that the Board approve and sign the proposed contracts with CT Wilson and Aspire Construction Management to move forward with our expansion project. Kathryn Brown seconded. The motion was approved unanimously.

VI. Adjourn – 7:28 p.m.