



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

Date: Wednesday, October 28, 2020

Location: Virtual meeting via Zoom

I. Call to Order – 6:03 p.m.

II. Roll Call

Attending Board Members: Todd Nicolet (Chair), Natalya Barker (Vice Chair), Dawnya Bohager (Treasurer), April Williams (Secretary), Kathryn Brown, Matt Buckmaster, Christina Fisher, 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), Emily Martin (School Counselor), Jennifer Shelton (Assistant Director of Curriculum and Instruction)

Other Attendees for Closed Session Only: Jason Imhof and Ben Culp (Aspire Construction Management), Sam Price (Stephenson Law)

III. Approval of Agenda

The agenda was approved unanimously.

IV. Public Comment

- Elizabeth McCue for Saxapahaw Traffic Committee – The Saxapahaw Traffic Committee has been in contact with Rep. Dennis Riddell regarding the No Through Trucks petition and its demands. More than 200 people signed the petition, and contact has been made with NC DOT, the logging industry, and the NC Highway patrol. There will be a meeting of all interested parties and concerned community members in mid-November. The committee is grateful for the Hawbridge Board's support and will keep us updated. Please send our letter of support from the board to Rep. Riddell and cc Elizabeth McCue.

V. Consent Items

A. Approval of previous meeting's minutes

Minutes from September 23, 2020, board meeting were approved unanimously.

B. Future Meetings/Events:

Board unanimously approved our next meeting for Wednesday, November 18, 2020, at 6:00 p.m. as a Zoom virtual meeting.

VI. Reports

A. Board

Committee Updates:

- Fundraising (Kathryn Brown, Natalya Barker, Matt Buckmaster, Dianne Ford):
Kathryn reported that the fundraising committee met virtually on October 14 and decided to focus on two key areas: grants and capital campaigns. The committee has identified two faculty volunteers (Liz Stabenow and Rob Greenberg, both of Hawbridge's Science Dept) to help with grant writing, targeting specifically environmental studies grants. The committee is also working on creating an updated donor list. Kathryn also wanted to bring the groundbreaking back to everyone's attention. The next fundraising committee meeting will be November 11 by Zoom.
- Communications (Dianne Ford, Natalya Barker, Dawnya Bohager, April Williams):
 - Dianne reported that the communications committee met virtually on October 12 and October 26 and has created several documents and posted them in the board's shared Google drive (October folder) for the board's review and input, including a draft of the committee's charge, a proposed revision of the board's web page, and a template for bios (board members please draft their bios off these templates and place bios in this document to be added to the web page). The board approved the draft charge document and, after brief discussion regarding the web page, agreed that the committee could proceed in getting new revised content as proposed to Jennifer.
 - Dawnya has been in contact with Sherry Graves at Jordan Properties, who is willing to relay information regarding the expansion to their residents; they usually use door hangers directly on the residents' doors. We should get information to the residents via a new flyer as soon as possible that gives them a clearer idea of where the site will be, as it will affect them the most. The flyer to residents could include a rendering of the plot with the road locations, a softening of the language regarding the construction date, amenities with the new expansion that will be open to the community, and a reminder to go to the web page for more information. Mya will pull together photos we could use for this flyer and send these to the communications committee.
- Renovations (Renee Lynch, Christina Fisher, Daryl Feldman): The committee members toured the school on October 28 and identified several areas that need improvement for the lower school renovations. Daryl reported that Gary Baum assisted in the walk-through of the building and provided the committee with detailed notes and information based on his experience as a builder and inspector; Gary is a parent of a Hawbridge fifth grader. At this point, the

committee is working to figure out the best way to begin getting estimates for the renovation work that is needed.

B. Director

- Air quality assessment: The air quality assessment came back and everything is within a healthy range, including air circulation and moisture content.
- Ten-year charter renewal: The school received confirmation that we successfully earned our ten-year charter renewal. This was a very rigorous process, and Mya is grateful to all the teachers, board members, parents, and students who helped make this possible.
- Lottery software: The school's lottery is up and running using the new lottery software, Lotterease. It is a much more simplified process and will make it easier for families to apply and for the school to manage the lottery results. As of today, the school has 43 applicants.
- Recruitment: The lottery is being publicized on Facebook and our web page. *The Burlington Times-News*, *The Chatham News and Record*, and *The News of Orange County* have agreed to help us with our advertising and marketing. We also have the ability to e-mail applicants on our waitlist. It was suggested that we also consider reaching out to early childhood groups in the area. Renee has connections with other preschools in Alamance county and programs that use the Reggio Emilia approach. Mya suggested Renee send her contact information so that we can send out a consistent and concise message to everyone regarding recruitment. The NC Association for Public Charter Schools has a big following and is willing to send out information to their listservs for us. The question was raised as to how to encourage diversity in our recruitment. Frankie Blackburn was suggested as a person to contact regarding this issue; Mya will reach out to her.

C. Treasurer

Dawnya expressed no major concerns. The school's revenue continues to lag behind slightly due to how funding trickles in from the counties (no state designated system for how charter schools receive funding from counties); however, some expenses are lower, due to the fact we're not using the building due to virtual learning.

D. Faculty Representative

Jonathan reported that it's still harder to stay connected due to the virtual learning. We've moved into the second quarter, which will give some students an opportunity to engage more and catch up. Parent-Teacher conferences will be this Friday and next Monday.

VII. Unfinished Business

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

Duke power lines are going up; these power lines were initiated by Jordan Properties before our involvement regarding the expansion. This is a good development, as it will give our folks access to electricity while construction is underway.

VIII. New Business

A. Beginning Teacher Support Plan Approval

The Beginning Teacher Support Plan is required policy from the state designed to nurture and support the professional growth of beginning teachers. The state's policy was recently modified; therefore, our policy needs to reflect those changes to coincide with those at the state level. Any changes to Hawbridge policy must be approved by the board. After brief discussion, the new policy changes were approved unanimously. April will update the policy manual with this new policy language.

B. 2019-20 Fiscal Year Audit Report

Following the 2019-20 audit, the report showed that there were no findings nor corrective actions. The audit was approved unanimously by the board.

IX. Closed Session

The board moved to closed session at 7:09 p.m. to consider confidential matters pursuant to NC G.S. §143-318.11, Subsection (a) - (5).

X. Adjourn – 8:07 p.m.