



The Association for the Advancement of Education, DBA, The Hawbridge School
Board of Directors' Meeting Proposed Agenda
Wednesday, January 26
6:00 p.m.
Virtual

- I. Call to Order - 6:01
- II. Roll Call
Roll Call: Natalya Barker (Chair), Kathryn Brown (Vice Chair), Dawnya Bohager (Treasurer), Megan Glancy (Secretary), April Williams, Christina Fisher, Renee Lynch, Davida Reid, and Todd Nicolet
Attending Executive Director and Faculty/Staff:
Jennifer Shelton (Director), Emily Martin (Dean of Students), Jonathan Farmer (Upper School Faculty Representative), and Kierca Kimbel (Lower School Faculty Representative)
- III. Approval of Agenda – approved unanimously
- IV. Public Comment: Community member expressed gratitude for the work on PODs, etc., and also expressed concern that a very limited number of teachers are using a lot of asynchronous teaching techniques. They requested that there be oversight regarding students getting face to face instruction; Another community member expressed gratitude for Ms. Martin and Ms. Shelton for reaching out after public comments at the last meeting; expressed gratitude and feelings of support for this outreach; also expressed that the recent email from the BOD was appreciated and on point.
- V. Consent Items
 - A. Approval of Previous Meeting's Minutes – approved unanimously
 - B. Future Meetings/Events:
 - Approved upcoming Board Meetings: Feb 23 (virtual), March 30, April 27, May 25, June 22
- VI. Reports
 - A. Board
 - Committee Updates and Selections: Fundraising (K. Brown): Picking back up following work on other committee work; raised a question regarding if BOD committee can utilize non-board members; established that the bylaws do not restrict the membership of committees, thus it is at the discretion of the BOD to determine the make up of committees.

Communications (A. Williams): Communications recently sent a lengthy and detailed email to the community; reported that the community expressed gratitude for the communication and it was well received; in Feb. another communication will go out to the community regarding board selection; the BOD will solicit applications for new BOD members in Feb/March thus this upcoming communication is the current focus of the committee.

DEI (C. Fisher): Identified and finalized a new name for the committee, Justice, Equity, Diversity, Inclusion (JEDI), committee continues to develop mission/vision and plans to include Ms. Martin in on-going conversations.

- B. Director: Admin has been very busy interviewing and have hired a Power School/testing coordinator who will be starting in two weeks. School has hired a new theater teacher who will be building a K-12 theater program, she is already working with elementary students; interviews for operations director are on-going; anticipate that an announcement regarding the LS director will be coming very soon; Administration is working on building next years' school calendar, should be available soon for review and a vote at the next BOD meeting; lottery is open, school is working on number of sections and class sizes for next year, will have more information at the next meeting; currently most applications are for K, we could easily fill 5-6 sections with the current applications (2 are anticipated), 6th grade applications are also very robust as is 9th grade (similar to typical trends) and lottery applications thus far appear healthy.
- C. Treasurer: School did not qualify for Hold Harmless; parameters for qualification were not well defined and seemed based on the 20 day headcount which dropped our enrollment by 10% from the original numbers; however, per student rate did increase 3%; significant State money has come in for COVID and teacher bonuses; thus budget is at 2/3 90-day cash on hand and generally where anticipated for this time of year; accountant has factored in some of the changes in expenses, etc. and the budget is sound.
- D. Faculty Representatives: J. Farmer expressed that there is frustration amongst the US faculty regarding the PODs and the recent denied permit request; faculty is feeling worn down in this regard but cautiously optimistic that we will get access to the PODs soon. K. Kimbel expressed that the LS faculty was appreciative regarding the notice regarding snow days; staffing changes have been stressful but accommodated; expressed gratitude for Misty regarding EC restructuring and support; discussed concerns that have been raised by community regarding COVID; expressed gratitude for the low COVID numbers and safety procedures in place to keep us in school.

VII. Unfinished Business

- A. Mask Policy: T. Nicolet provided updated information from DPI (updated as of 1/10/2022); changes include a renewed emphasis on layered prevention strategies to combat Omicron; community transmission in Alamance Co. is currently around 37%;

recommended that consistent with these policies, the BOD maintain current mask policy; BOD voted unanimously to renew the current mask policy as written.

- B. Amendment of Bylaws: BOD voted to approve the changes to the bylaws as posted and provided more than 30 days prior making the change from one Executive Director who reports to the BOD to one LS director and one US director who both report to the BOD. BOD voted to approve the changes to the bylaws changing the faculty representation from one school wide representative to one US and one LS representative. Discussed proposed changes to the bylaws regarding the business director position; currently the search to fill such as position has been a struggle, discussed shifting the position from a top tier administrative (BOD report) to a mid-tier (report to school administrators) in order to reframe the position and aim to hire a less experienced candidate; BOD voted unanimously in opposition of bylaw amendment (no board report Business Director position) in favor of a mid-tier hire. C. Fisher raised questions about the responsibilities associated with this position; J. Shelton elaborated on the role and described the nature as very marketing/business oriented with limited student interactions. J. Shelton and N. Barker agreed to file the bylaw amendments with DPI. A. Williams raised questions about what types of changes to the bylaws require DPI approval; N. Barker established that all changes must go through DPI.
- C. Modular Update: E. Martin updated the community regarding the modular and the on-going challenges; explained that most recent inspection was not passed and the school was given things to complete; clarification from the county was needed regarding signage and finally the administration was able to post the majority of necessary signage; still awaiting clarification on one signage issue regarding an assessable emergency rescue area; ramp adjustments have been made; county has provided a "stocking permit" which means we can furnish the units; J. Ratliff has agreed to organize the efforts to furnish the PODs and solicit volunteers to set up the classrooms; more updates are anticipated at the end of the week and plans for next week will be based on coming results; support of school community in reaching out regarding PODs was expressed; county and local political figures including Rep. Riddell continue to be involved and following up regarding the resolution of this matter.
- D. Hawbridge Expansion Update (Little Diversified and Aspire Construction): B. Culp reported that the building is taking shape, outlined many of the projects that are being completed on-site including interior and exterior work; still much to do; builders schedule update has an anticipated completion date of early March but it appears doubtful that the early March deadline is realistic. B. Culp stated that this time extension is not related to weather and is not something the builders can justify as beyond their control, they are behind their contract date; shared pictures of progress at work site; reviewed the change orders previously discussed and established they have been settled with the builder; R. Lynch asked about the permit process for the new building and nervousness regarding the process after our experience with the PODs; B. Culp expressed that we would not get a permit to occupy before the building has met final inspection and we will be working with the same office and likely inspector; expressed support for CT Wilson and

stated they appear to have a good handle on the permitting process and no issues are anticipated; discussed holding a building walk through for the BOD and faculty (TBD).

VIII. New Business

- A. Form Board Selection Committee & Review of Board Orientation Documents: N. Barker explained that there will be 3 open positions on the BOD; new members begin in July and applications need to be received by April to allow time to review; committee needs to meet in Feb. to coordinate efforts and finalize the application before it is distributed in March; policy states that this group must be comprised of 4 BOD, 2 faculty and 1 PASTA rep. BOD representatives will include Dawnya Bohager, Renee Lynch (convenor), April Williams, and Christina Fisher. All three BOD members who have tenure expiring disclosed they have declined to seek another term.

IX. Closed Session

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

X. Adjourn 8:33