



Association for the Advancement of Education, DBA, The Hawbridge School
1735 Saxapahaw-Bethlehem Church Road
Saxapahaw, NC 27340
(336) 376-1122

BOARD MINUTES

Date: August 22, 2018

Location: Hawbridge School

Attending Board Members: Todd Nicolet (Chair), Karamarie Fecho (Secretary), Natalya Barker, Lori Edmonds, Sue Eldon, Diane Ford, Val Hanson, Brian Setliff

Absent Board Members: Tim Toben

Attending Executive Director and Faculty/Staff: Mya Ciccotti (Interim Executive Director), Jennifer Shelton (co-Assistant Director and Faculty Member), Daryl Feldman (co-Assistant Director and Faculty Member), Emily Martin (Guidance Counselor), Jonathan Farmer (Faculty Member)

- I. Call to Order
 - 6:34 pm.
- II. Roll Call
 - 6:35 pm.
- III. Approval of Agenda
 - Motion to move agenda item VII.B before agenda item VI. Seconded. Unanimously supported. 6:36 pm.
- IV. Public Comment
 - No public comment.
- V. Consent Items
 - A. Approval of previous meeting's minutes
 - Motion to approve minutes from July regular meeting pending correction of two typos, removal of one bullet in VII.A.1 on outdoor classrooms, and addition of one bullet in VII.A.1 on the need to maintain the mission and vision of the school should the school expansion project move forward. Seconded. Unanimously supported. 6:47 pm.
 - B. Future Meetings/Events:
 1. Board Meeting: 6:00 pm on Wednesday, September 19 or 26, 2018
 - Motion to move the next regular meeting date to 6:00 pm on September 26, 2018. Seconded. Unanimously supported. 6:33 pm.



2. New Family Ice Cream Social, August 25, 4-5 pm

VI. Reports

A. Board

- Board Chair Nicolet provided an overview of the roles and responsibilities of the Board. The roles of the Board are to: (1) preserve the financial health of the school; (2) hire, supervise, and provide feedback to the Executive Director (ED), but *not* engage in day-to-day operations or management of faculty/staff, although the Board has the authority to (2a) fire the ED in the event of a breach of contract and (2b) resolve any grievances that escalate to the Board if those grievances are deemed by the Board to warrant further investigation regarding any violations of law or school policy; (3) provide guidance to ensure that the school fulfills its mission and vision; and (4) implement and revise school policies as needed.
- Board decisions between meetings: communication vs decision-making. Formal decisions and voting by the Board are typically made during open-session meetings. Communications between Board members can take place informally. Communications by Board members on behalf of the Board represent individual, informal communications only, *not* Board communications. Communications on behalf of the Board are typically conveyed by the Board Chair, ideally with consensus by Board members.

B. Director

- Interim ED Ciccotti provided an update on school enrollment to date for calendar year 2018–2019: 326 students enrolled; 325 students reported on the first day of school; 323 students reported on the third day of school; 319 students reported on the fourth day of school; 323 students reported on the fifth day of school; average enrollment is 322.5 students, with 324 students enrolled in PowerSchool.
- Board requested information on any anomalies in enrollment.
- Interim ED reported that enrollment in 11th grade was low (33 students, with none left on the waiting list) and relatively high numbers of EC students.

C. Treasurer

- Board Chair Nicolet noted that Board members have access to the current budget report. He offered an opportunity for comment. No comments were offered.

VII. Unfinished Business

A. Election of Board Officers

- Two officer positions remain open: Vice Chair and Treasurer.
- Board nominated Eldon for Treasurer and Hanson for Vice Chair.
 - Motion to approve. Seconded. Unanimously supported. 7:59 pm.



B. Hawbridge Expansion Update

- Interim ED Cicciotti provided an update. USDA loan is under review with the WDC office. Loan is considered a Tribal Undertaking and requires solicitation of comments and approval by the Catawba Nation and thus requires one additional form per Section 106 of the National Historic Preservation Act before the loan can be reviewed by the WDC office.
- Board member Setliff consulted with legal counsel about liability of Board Members regarding the USDA loan. He reported that the 501© Association for the Advancement of Education, DBA is the only legal entity that will be legally or financially liable for anything related to the USDA loan. Individual Board members will *not* be required to sign any legal or financial documents or otherwise be held accountable, legally or financially, for the USDA loan.

VIII. Closed Session

A. To Consider Confidential Matters Pursuant to NC G.S. §143-318.11

1. Subsection (a) - (5)

- Motion to move to closed session. Seconded. Unanimously supported. 8:04 pm.

IX. Adjourn

- Motion to move to open session and adjourn. Seconded. Unanimously supported. pm. 9:14 pm.

Minutes recorded and respectfully submitted by Karamarie Fecho, Board Member and Secretary.