



The Association for the Advancement of Education, DBA The Hawbridge School
Board of Directors Meeting Agenda
Wednesday, November 20, 2024, at 6:00 p.m.
Upper School Huth Commons

I. Call to Order | 8:04PM

II. Roll Call

- Present
 - T. Teague (Acting as Chair), S. Abernethy, D. Ayers, D. Bondy, J. Buck, S. Lee, A. Rose
- Absent
 - K. Watson-Ormond, A. Graham

III. Approval of Agenda

- Unanimously Approved

IV. Public Comment

- None Entered

V. Consent Items

A. Approval of Previous Meetings' Minutes

- S. Lee proposed language be adjusted regarding Governance Committee's inclusion of gender identity as protected in Employee Handbook
- Unanimously approved by the board with abstention from S. Abernethy

B. Future Meeting: Proposed Wednesday, December 18, 2024 @ 6pm (LS)

VI. Reports

A. Director Report (J. Shelton, T. Hanna)

- a. Utilizing REAP Grant for Multi-Purpose Outdoor Classroom
 - i. Desks have been built!
 - ii. Intended for community use beyond just Upper & Lower School
- b. Important Dates for Next Month:
 - i. November 25-29: Thanksgiving Break - No School
 - ii. December 7: Open Houses, 10a-2p
 - iii. December 20: Teacher Workday - No School for Students
 - iv. December 23- January 3: Holiday Break - No School

B. Faculty Representatives

- a. Lower School Representative (L. Wilder)
 - i. Seeds of Change Meeting (November 14): Discussed school culture past, present, and future.
 - ii. Lower School Spelling Bee: Organized by Amy Hoffmeier for early December.
 - iii. Lower School Spring Pre-Show: Proposed by Virginia Danford; details coming soon.
 - iv. Kindergarten Field Trip: Visited STAS Farm in late October.
 - v. Mrs. Franklin's Class Field Trip: Upcoming SAFE trip to learn about food

- insecurity.
- vi. Community Wellness Day Feedback: Teachers to share input with Ms. Robertson.
- b. Upper School Representative (S. Walls)
 - i. Teacher Observation Opportunities
 - 1. Focus: behavior management and teaching styles
 - ii. Sports Updates
 - 1. Basketball season underway
 - 2. Seeking girls' soccer coach
 - iii. Beta Club
 - 1. Preparing for NC State Convention
 - 2. Hawbridge Beta President is running for NC Statewide President
 - 3. Created cards for Cancer Hospital of the Carolinas
 - 4. Assisting Snow Camp Outdoor Theater with Festival of Lights
 - iv. Upcoming Events
 - 1. November 21: Restorative Practices Q&A (Student-Led)
 - 2. December 13: Poetry Out Loud (Grades 7-12)

C. Board

■ Committee Updates

a) Governance (K. Watson-Ormond)

- 1. Community Space Usage
 - a. Considering allowing community use of facilities at no cost or nominal cost, with insurance requirements and delegation of authority to committees.
- 2. Title IX Policy
 - a. Prioritizing the inclusion of a Title IX Policy
 - b. E. Martin has drafted a policy
 - c. S. Lee entered comments on previous draft
 - d. T. Teague requests that all board members review Title IX Policy and share feedback by December 4
 - e. On December 4, policy will be submitted to legal counsel for review
- 3. 2026 Lottery Best Practices
 - a. Our current lottery platform, Lotterease, already largely meets recommendations already, however, we are looking into what other practices should be adopted to make the process as simple and straightforward as possible for families
 - b. Questions
 - i. D. Bondy: Has Hawbridge explored weighted lottery (i.e. some % of seats given to students based on HHI)?
 - J. Shelton: Not to this point, although there are some schools within NC that do this.
 - ii. J. Buck: Are we able to collect a nominal deposit (i.e. \$50) from parents to ensure students who enroll actually show up?
 - J. Shelton: Likely not.

b) Strategic Planning (D. Ayers)

- 1. Strategic Plan Review

- a. Draft revised based on feedback from admin and staff
 - i. Distributed to Board afternoon prior to this meeting
 - ii. Will be passed along to Admin and IC following the meeting (evening of November 20)
 - iii. Request that all feedback entered to committee by December 4
- b. Feedback
 - i. Request for More Cohesive Tone
 - Some shared that tonally aspirational whereas others were more literal / technical
 - ii. Concerns there was not adequate time to actualize
 - Timeframes of 2-to-3 year have been shifted to “end-of-term” which is EOY 2026
- c) Board Selection (D. Ayers)
- d) Finance (J. Buck)
 - 1. Fall Festival
 - a. All but 2 sponsors have paid
 - 2. Parent’s Night Out
 - a. Exploring this concept; looking into insurance concerns
 - 3. T. Hannah mentioned a suggestion from Lower School re: camping night with student families
 - 4. S. Lee mentioned school garden volunteer leadership wanted to thank board)
- e) Architecture & Space Planning (S. Lee)
 - 1. Gathered two quotes on building expansion over outdoor patio space
 - 2. Ryan Fitzsimmons has been volunteering time to help address space needs

■ Treasurer (A. Rose)

As of the end of October, we were 1/3 of the way through the school year and we’ve recognized 29% of expected revenue and 31% of total non-surplus expenses. There were no edits to budget projections during the month from a cost standpoint, but we did see the first interest from the money market/Stifel accounts – October reflects \$2,345 of interest income. There are a few line items that reflect no YTD costs, such as health supplies and workers comp insurance, and I am in the process of verifying that the related expenses are being coded correctly. When we reach the halfway point of the year, I will work with the accountant to make sure that the working budget is refreshed with updated projections. I have no concerns to raise at this time.

VII. New Business

- A. Audit review and acceptance
 - a. Auditors believe that our books cleanly and accurately depict the financial picture of the school; no problems with the audit
 - b. Unanimously approved by board for inclusion in Form 990
- B. ACTA Bus

- a. Exploration of ACTA Route as means of expanding students' access to ACC
- b. D. Bondy to reach out to ACTA

VIII. Closed Session | Unanimously Approved to Enter at 7:30PM

- A. To Consider Confidential Matters Pursuant to NC G.S. §§ 143-318.11(a)(5) and 143-318.11(a)(6)

IX. Adjourn | 8:56PM