



The Association for the Advancement of Education, DBA The Hawbridge School
Board of Directors Meeting Agenda
Thursday, February 25, 2026, at 6:00 p.m.
Location: Lower School

- I. Call to Order | 6:13
- II. Roll Call | Present: K. Watson-Ormond, D. Bondy, L. Roberts, D. Ayers, J. Buck, S. Abernethy, J. MacFall, C. Rainer
- III. Approval of Agenda | Unanimous
- IV. Public Comment | N/A
- V. Consent Items
 - A. Approval of Previous Meetings' Minutes | Unanimous with addition by S. Abernethy
 - B. Future Meeting: Proposed Thursday, March 26, 2026 @ 6pm (Lower School)
- VI. Reports
 - A. [Director Reports \(T. Hanna, A. Crumel\)](#)
 - B. Faculty Representatives
 1. Upper School
 - a) From the Athletic Department, there is no major news other than that we will be transitioning from our Winter to Spring Athletic seasons next week. For Spring 2026, we will be offering Varsity Girls Soccer, MS Boys and Girls Track and Field, and Varsity Boys and Girls Track and Field.
 2. Lower School
 - a) At the Lower School we have been celebrating Black History Month with some speakers like Elon Coach Charlotte Smith that were exclusive to the Lower School as well as shared whole school experiences. We have been taking part in a door decorating contest around Black History Month with students directing their doors to celebrate relatively lesser known Black figures like Madam CJ Walker or the people behind Durham's Black Wall Street. In addition, teachers have been using resources from leadership to bring Black History Month to life.
 - b) The Lower School brought in a great deal of food for our neighbors with Ms. Quigley's third grade class winning the competition.
 - c) Fourth Grade is working on their Wax Museum exhibit that they take part in every school year which will be on April 1st, 2026. Ms. Quigley, Ms. Kapity, and primarily Ms. Carolina are working on Career Day which will involve a rotation schedule to classroom instead of the previous fair format. We only have five people

signed up so far and need a big increase in our volunteers for the day.

- d) Students have been working on creating plates for fundraiser.
- e) Lower School will be doing its first Pi Day Celebration next month.
- f) Ms. Amdana is taking on our Earth Day responsibilities with Lower School preferring a differentiated plan for grade levels and preference for a half day plan.

C. Board Committee Updates

1. Governance (K. Watson-Ormond)
 - a) Discussion of new policies (Title IX; Technology)
2. Strategic Implementation (A. Graham)
 - a) Getting support from PASTA and FAC on priorities 4 & 6—Place-Based Education and Parents as Partners
 - b) Discussion of administrator review committee for internal input (board, faculty, and co-administrator)—set to be implemented this spring.
3. Board Selection (D. Ayers)
 - a) Promoted at FAC Meeting
 - b) Applications live in the coming couple weeks (March)
4. Finance (J. Buck)
 - a) Call for Plates for a Purpose Sponsors
 - b) Recommendation to authorize the directors to hire a 1099 contractor to temporarily fill marketing role
 - (1) Accessibility concerns have been noted as a high priority fix.
 - c) Discussion of possible rescoping Marketing Director → Business Director that oversees operations, budgeting, marketing, and development.
5. Treasurer Report (M. Aronson)
 - a) Budget: On-track, with respect to timing/amounts for revenue and expenses. Still expecting an end-of-year surplus in excess of \$200k.
 - b) OCS Program: Got a download from the Directors on anticipated costs, now working with Nicole to model different long-term scenarios for how to best sustainably fund this program. Will share more details at the Board meeting in March.
 - c) Next year's budget (2026-27): Nicole is committed to drafting an initial budget by mid-March, with the goal of presenting an initial version to the Board in April (after review/feedback from Directors), and a final version in May for Board approval.
 - d) Investment accounts: Reviewing account details with Stifel. Flagging a future action item for the Board: to create a plan/guidelines for the use of investment funds (principal and interest).
6. Space (S. Lee)
 - a) To connect with Director Hanna regarding getting quotes from contractors for phased construction.

VII. New Business

A. Business Director position

- 1. Motion to approve hiring committee | Unanimous
 - a) Matthew Aronson
 - b) Logan Roberts
 - c) Dylan Bondy
 - d) Alt: Crissi Rainer
 - B. Title IX Policy | Unanimously Approved
 - C. Technology Policy | Unanimously Approved
 - 1. D. Ayers to make
 - D. Supporting Teachers | Discussion on sustained fundraising efforts to sustainably raise staff salaries at a higher rate in future academic years.
- VIII. Old Business
- IX. Adjourn | 8:09PM

The Association for the Advancement of Education, DBA, The Hawbridge School

Directors' Monthly Board Report

February 25 - 6:00 pm

Enrollment

Projected 2025-2026 ADM: 629 (LS 292, US 337) - Actuals: LS: 286, US: 316

Grade Level	Active Enrollment	2026-2027 Target Enroll	2026-2027 applications (Lottery opened in November)
Kindergarten	33 (-3)	36	106/40
1st grade	35	36	24/5
2nd grade	39	36	15/5
3rd grade	40 (-2)	36	20/5
4th grade	42	44	19/5
5th grade	48	50	15/10
6th grade	48	50	39/5
7th grade	48	44	19/7
8th grade	57	66	22/7
9th grade	64 (-1)	72	26/10

10th grade	51	50	10/No Seats
11th grade	46 (-3)	50	2/5
12th grade	50 (-2)	55	4/10
Total	596	625	114 Seats *7-12 slots have been changed due to scheduling changes at the Upper School.

****We have updated the withdrawal form to include a section inquiring why the parent has decided to withdraw their child. ****

Academics

US: Staff are currently discussing potential adjustments to the Upper School schedule, including a proposed block schedule for students in grades 9–12. We are working collaboratively to plan for these possible changes and will share additional information once details are finalized.

Personnel

Current Vacancies:

All: Assistant Director of Marketing and Communications
 LS: Third Grade (2026-2027 School Year)

Staff Updates:

EC Director Updates

- EC Referrals are increasing. There are currently 6 students going through the referral process at this time.
- With the increase in numbers of EC students, there is also an increase in the needs of these students, especially those students who enrolled at Hawbridge for the 25-26 school year.
- There are multiple students in both the 8th and 9th grade who are having great academic difficulty across subject areas. In order to meet the needs of these students it is recommended that an additional diploma Pathway be explored. The Occupational Course of Study is an alternative diploma pathway designed for students who are interested in going into the workforce or a community college following high school.
- The Occupational Course of Study Pathway is intended for students who function significantly below age and grade level expectations. Students identified for this pathway typically have an IQ lower than 85, although this is not the only criteria when considering this program.

- Students in this program do earn a high school diploma and must earn work, community and school based hours to graduate.
- Currently, it appears that we would have 7 potential students that meet the criteria for this program.
- If more information is helpful, I would be happy to speak with the Board about the OCS program in more detail.

Dean of Students Report

Attendance

Month	Attendance letters sent	Attendance meetings held	Attendance contracts issued
August			Monitoring some high-flyer students from last year, will begin implementing contracts in September
September	Identifying student needs/absences through a report on Infinite Campus, will be sending out letters soon.	1 (EC/Attendance meeting)	None at this time.
October	22 letters sent	4 Attendance Meetings (3 contracts)	1 withdrawal after the contract
November	19 letters sent	2 Attendance Meetings	1 withdrawal after contract
December		3 attendance meetings	1 withdrawal after contract
January	11 letters sent	1 attendance meeting (will be rescheduled due to weather)	
February	Monitoring	Monitoring	Monitoring contacts, and adding academic contracts for US 9-12

			students if their attendance has directly impacted them academically
March			
April			
May			
Total			

Behavior

Month	In School Suspension	Out-of-School Suspension	Behavior Referrals Major/Minor
August		½ Day	1 referral for LS, data collection only 2 referrals for US (1 data collection only)
September	LS: 2	LS: 3 US: 2	Total at LS: 37 (25 data collection only) Total at US: 21 (16 data collection only)
October	LS: 2 US: 2	LS: 5.5 US: 3 & 10-day (long-term suspension)	LS: 19 US: 12
November	LS: 0 US: 0	LS: 6 US: 2 2 behavior complete; including 1 MDR moving EC student to half days starting 12/1/25 due to increased aggressive behavior in the PM	LS: 19 US: 14
December	US: 2	LS: 5.5 US: 14.5 (1 student w/13 days)	LS: 9 US: 8

January	0	7.5 days	US: 9 LS: 13
February	LS:	LS: 4 US: 1	US: 33 LS:9
March			
April			
May			
Total			

Behavior: This report highlights a decrease in suspension rates, with most behavioral referrals related to data collection or minor incidents that were addressed without out-of-school suspension.

Business and Operations Report

Facilities Update:

LS:

- Spoke with Anne Lebo (worked with Little previously and was familiar with the space before and after remodeling). Some advice she gave
- Contact contractors (she provided a list) to get pricing on the drawings we currently have in hand, as a starting point. Would be great if the space committee could assist with this step.
- Suggested breaking the project into pieces that still lead to the final product we want, without the large price tag.
- **35 North – Durham, NC** - Mike Lutz, Construction Director
- Mobile: (252) 622-0668
- mlutz@35n.com
- **Resolute Building, Inc. – Chapel Hill** - Mark Anna, President
- 919-933-1000
- MAnna@Resoluteinc.com
- **HG Reynolds – Henderson, NC** - Bert Long, Project Manager
- 252-432-5232
- blong@hgreynolds.net

US:

- Shed- There was a miscommunication between regarding the wiring. Kemco had to return to rewire the shed so that the paneling can be completed. The estimated final project date is the week of March 9.
- We have had several staff changes offices in order to expand the use of our space for students.
- After the snowstorm, the village as a whole faced a massive sprinkler water leak in the hundreds of gallons. Carter Jordan and a rural water organization isolated at least 1 leak at each school. The pipes were capped and water was restored.

US-The total repair cost was \$10,127.01 split between the property owners on this side of the road. Three businesses (including Hawbridge paid \$3,375.67 each.

LS- Haven't seen an invoice at this time. However, Carter had stated that the Business Association would be charged.

I would like to note that the leak lasted at least three weeks with Jordan Properties working intensively to locate and repair the leak. They also performed nightly safety checks every 3 hours for the property owners, including Hawbridge, while the sprinkler system was down. Jordan Properties never charged anyone for labor during this emergency and I would like for the board to give Carter a huge thank you for his community spirit!

Health and Safety Updates:

The SRO/Law Enforcement Department has implemented updated safety protocols to improve emergency response coordination in Alamance County. As part of this effort, drone footage has been taken of our campus and used to map and divide it into clearly designated color-coded zones. Small colored cards (blue, red, yellow, and green) are now posted in locations throughout the buildings and grounds. In the event of an emergency requiring contact with law enforcement, staff will be able to identify and communicate their specific color zone. While our campus is relatively small, multiple agencies (such as Highway Patrol or county police) may respond to a serious incident. When a call is placed, responding agencies will receive the drone images with the color-coded zones, allowing them to navigate quickly and directly to the exact area of concern. This system is designed to streamline communication and support a faster, more precise emergency response.

We plan to provide more comprehensive staff training at the start of the new school year in partnership with Officer Hall, lead SRO for Alamance County. This training may be conducted in conjunction with our existing ALICE safety response protocol.

Finance Update

**Opportunities, Concerns, and Threats to be aware of*

Title IX Policy Update:

During our recent Title IX training, we received detailed guidance on the distinct roles and responsibilities of the Title IX Coordinator, Investigator, and Decision-Maker. The training emphasized the procedural steps assigned to each role and how those steps are outlined in the board policy.

At the recommendation of Attorney Shante Martin, we have revised the Title IX policy to reflect the following updates:

- Replaced “business days” with “school days” in procedural timelines.
- Additionally, in the appeal process, we have replaced the “Vice Chair” designation with an “Appellate Body.”

* As a result of this change, the Board will need to formally establish a Title IX Appeals Committee to serve as the designated appellate body for Title IX matters.

TITLE IX SEX DISCRIMINATION – PROHIBITED CONDUCT AND GRIEVANCE PROCEDURES

Fundraising and Marketing

- [Most Likely Sponsors/Donors Doc](#)
- [Plates for a Purpose Folder](#)

Title 1/Federal Funding Updates:

Family Advisory Council Update: The Family Advisory Council, along with Lamanda Pryor, Director of Peaceful Schools, held a Town Hall for the entire Hawbridge community, Wednesday, February 25th, 2026 at the Lower School. The goals of the Town Hall are to: create an open and respectful space for parent voices to be heard, set clear expectations around what the FAC can advocate for, gather feedback and ideas through structured discussion, foster a solution-oriented and inclusive school culture.

Agenda: [Town Hall–Style Structure \(Discussion-Based\)](#)

Review from the meeting last month: With the shift toward 1:1 devices and the ever-evolving innovations in AI technology, we want to establish clear expectations for how these tools are used in teaching and learning. We are proactively implementing safeguards to protect student privacy while maintaining academic integrity and providing clear guidance.

[AI / Technology/ Internet/ Acceptable Use Policy](#)
[1:1 Computing Student/Parent Mobile Device Agreement](#)

Important Dates for Next Month:

March 03 Teacher Working Conditions Survey
March 19: Last day of Quarter 3
March 20 Teacher Workday
March 23 First day of Quarter 4

Opportunities for Board Involvement

- View the weekly newsletter [here](#).
- Spring production of Peter and the Starcatcher

Plate for a Purpose

- [Most Likely Sponsors/Donors Doc](#)
- [Plates for a Purpose Folder](#)

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