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

July THS Board Meeting (Virtual)
Wednesday, July 22 · 6:00 – 8:00pm
Video call link: https://meet.google.com/frb-qtrn-dmd
Or dial: (US) +1 413-893-3264 PIN: 684 118 295#

I. Call to Order
II. Roll Call
    A. Present: J. MacFall, C. Rainer, L. Roberts, D. Ayers, A. Graham, J. Tilley, H. Pack Aponte, R. Kelln, J. Biemiller
    B. Absent: M. Aronsen, T. Teague
III. Approval of Agenda
    A. Approved at 6:11pm, second and carried unanimously
IV. Public Comment
    A. The bridge is offering $35/mo memberships, request for directors to review and disseminate flyers
    B. Out of state candidate recommends more emphasis on remote interviews for new hires.
    C. Question about whether Hawbridge could be a host school for students looking to be enrolled but study abroad. Conversation to be continued.
V. Consent Items
    A. Approval of Previous Meetings' Minutes
        1. Meeting minutes approval postponed due to missing file.
    B. Future Meetings
        1. Discussed future meeting schedule - D. Ayers motions to move to 3rd Thursday of each month due to holiday schedule, seconded by L. Roberts, Motion carried. Meetings set for 6PM start time.
        2. Crissi Rainer will be backup Secretary due to scheduling conflict for L. Roberts.
        3. L. Roberts to request Committee agenda / updates on Monday the week prior to meeting date, to be delivered by Monday of the week of the board meeting to provide ample time to assemble and distribute materials ahead of meeting for a more structured and focused discussion.
        4. Meetings will be time blocked aiming for 90 minutes for public session with 30 minutes for closed session if needed.
VI. Reports
    A. Executive Director Report (A. Crumel)
        1. Overview of enrollment - adjusted target enrollment based on teacher feedback to 625
        2. Identified a new testing coordinator, Jim Rowe, who will be training
        3. Lower school anticipating changes to the schedule of the school year.
        4. New Hires (See report)
        5. Web design coordinator has begun working on the website including a feedback request and "under construction" banner

6. Partnered with TeachTown which is an adaptive curriculum program (see report) purchased with Literacy Funds
7. Current invoice from Sellars Inc from 3/16 for $1662.19 - need update from the board - Board needs update from Ted.
8. Ramp repair - estimated approximately $10,000 - see if business administration will cost share as common space.
9. J. MacFall motions to vote to temporarily allow up to $10,000 at discretion of Director specifically for repair to ADA ramp at Lower School. A Graham Seconds, motion carries unanimously
10. Upper School Pods - moved to Space Committee
11. Lynn has identified a used Ford Ranger under $5,000 to be paid for from Operations Budget
12. Potholes at Lower and Upper School - repair to be $3,000 with Alamance Paving, moving forward from Operation Budget funds
13. Teachers return August 5. August 10 LS BTS Night, August 11 Upper school, first day of school August 13.

B. Board Committee Updates
    1. Strategic Implementation (A. Graham)
        a) Request for a new co-chair due to S. Abernathy rotating off of the board.
        b) C. Rainer to Co-chair and H. Pack Aponte to join committee as well.
        c) Seeking parent representation as well as Lower School and Admin, seeking recommendations.
    2. Board Selection (D. Ayers)
        a) No update
    3. Finance (J. Buck)
        a) J. MacFall to send updates.
        b) Designation between Treasurer and Finance Committee - Finance to be more of a fundraising / development committee. Possibly have a finance Committee chaired by the Treasurer with fundraising functioning below that.
        c) Budgetary updates - See Treasurer Report
        d) Operating Surplus projected higher than the approved budget.
        e) Recommend that all teacher salaries are aligned with the NC State Salary schedule
        f) Updated Budget projections to follow
        g) Stiefel Money Market updates to follow in September when next CD matures.
    4. Treasurer Report (M. Aronson) - See above.
    5. Space Committee (J MacFall)
        a) Recruitment Needed - Need new members / Co-chair
        b) Upper school Pods - need additional space for requirement
        c) L. Roberts, R. Kelln, J. Biemiller volunteered to help
        d) Current needs - Ramp, Immediate space constraints at US, solve US issues Long term, and solve space constraints at LS long term.
        e) A. Graham recommends addition of teacher representation for LS / US. Recommends Regina from LS. A. Crumel to consider US representation. Recommend working with Sax Fwd.

VII. New Business

A. Website Updates

1. Tracy Chase - Timeline to revamp website = 10 weeks.
2. Construction under way including feeds for photos and events and live changes to calendars.
3. Feedback link with Google Form will be live on site.
4. Remote dial in updates for both Board Members and public to stream. Need physical spaces that can meet technical needs.

B. Board Bios

1. Request to have everyone submit a board bio.

C. Board Retreat

1. Board retreat will be the last weekend in August.

VIII. Old Business

IX. Closed Session

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

X. Adjourn

Motion to close 7:49, unanimous - adjourned at 7:49