

Hawthorn Board of Directors Meeting -- Minutes

Monday, April 10, 2017 5:30 p.m.

1901 N. Kingshighway Blvd., St. Louis, MO 63113

Board Members Present: Kathryn Love (Chair), Nikki Doughty, Edes Gilbert, Jason Hall, Jessica Portis, Sara Goellner

Hawthorn Staff: Mary Stillman, Robyn Wiens, Dalayna Jackson

Washington University: Lori Sommers, Rose Windmiller

Guests: Steve Langhorst (DESE)

1. Call to Order

The meeting was called to order by Kathryn Love at 5:34 p.m.

1. Approval of Consent Agenda

Portis motioned to approve the Consent Agenda, Doughty seconded and the board unanimously approved.

1. Washington University Sponsor’s Report

Rose Windmiller, from Washington University, presented the Sponsor’s Report on Hawthorn. The presentation provided the board with a thorough analysis of Hawthorn’s first year, inclusive of recommendations and Hawthorn’s responses.

1. Executive Director’s Report
   1. Student recruitment

Stillman discussed the efforts by school leadership to attract new families for the 9th grade class. While applications are still accepted for 6th and 7th grade, a more concentrated effort has been placed on 9th grade recruitment. As of the board meeting, over 23 girls have committed to return for 9th grade.

* 1. Program partnerships
     1. World Wide Technologies

World Wide Technologies has been an incredible partner over the last two years. While the partnership began as a mentor program, the relationship has deepened. WWT is assisting in preparing the 8th grade girls for their year-end Capstone Project.

* + 1. WE Schools

Seventh graders have been engaged in community service projects through the national WE Schools Program. In April, the 7th and 8th grade girls will join area middle school students at Washington University to engage in a day of service learning through the WE School’s partnership.

* + 1. Microsoft TEALS

Hawthorn will become the first site in Missouri to partner with the Microsoft TEALS program. TEALS (Technology Education and Literacy in Schools) helps high schools throughout the US build and grow sustainable computer science programs. In its proven program, TEALS pairs trained computer science professionals from across the technology industry with classroom teachers to team-teach computer science. Industry volunteers and partner teachers create a ripple effect, impacting the students they teach, and the many students who will study CS in the future. The Board engaged in an extensive conversation regarding a public relations announcement and ways to truly leverage this kind of announcement to maximize Hawthorns brand across the St. Louis area. Hall and Doughty offered to support Stillman in this process.

* 1. Teacher appreciation week

The Board offered to support Teacher Appreciation week by donating additional funds so that school leadership could provide teachers with a celebratory lunch the week of May 1st.

1. Principal’s Report
   1. Update on academic intervention plans
      1. Tutoring sessions are provided for 30 students who are below grade level in reading, however only six are attending regularly. Attendance for tutoring in math is much higher with over 25 students in attendance at regular Saturday “Mathletics” sessions.
      2. Math update:

While Wiens noted there have been some challenges recruiting a math paraprofessional, she is hopeful the spring will yield better results. The math consultant has been helpful. This year, the consultant has visited campus twice, providing feedback and observations.

* + 1. Currently there are 14 girls with IEPs, with seven students in the evaluation process. Additionally, there are six students on a 504.
  1. High School program update
     1. School leadership is currently working on a master schedule. Wiens submitted the FY18 School Calendar which requires board approval. Gilbert motioned for approval, Hall seconded with the board unanimously approving the motion.

1. Board Reports
   1. Budget and Finance
      1. Portis, reviewed Quarter 1 financials and HLSG 990 draft. Gilbert motioned to approve the 990, Doughty seconded and the board unanimously approved the motion.
      2. FY18 budget update

The board discussed the challenges in preparing next FY budget. First, running two campaigns at the same time will stretch the donor base. While fundraising for both capital and operations are going well, Stillman and the development department are working on how to steward donors to ensure they do not feel over stretched.

In addition to running two campaigns, enrollment will have an impact on next year’s budget. We will want to have enough girls to fill a class, but not so many that it will change the school culture. Finally, another impact on the budget will be the expiration of the federal Charter Start Program grant.

* 1. Building and Grounds

Stillman provided an update on renovations of basement and third floor which are on pace and on budget.

* 1. Governance

Gilbert discussed the open position of Treasurer of the board, since Creeth’s resignation. Gilbert moved to elect Portis as the new Board Treasurer. Hall seconded the motion with the board voting unanimously on the motion.

Gilbert also discussed the onboarding schedule for new board members, which will begin in June. The rest of the board will need to complete our self-evaluation form. This will be completed at the May board meeting.

Gilbert discussed the board rotation and the Governance Committee’s recommendation to bring on two new board members.

* 1. Development

Stillman provided an update on tax credits remaining and donations received year to date.

1. Closed session to consider personnel matters. On motion by Kathryn Love, seconded by Jason Hall, the following resolution was approved by the following roll call vote:

**RESOLVED**, the Board hereby approves entering Closed Session at 7:00 p.m. pursuant to Sections 610.021 (3) and (6), RSMo, relating to the review of personnel within the scope of the statute.

Edes Gilbert -- aye

Jason Hall – aye

Kathryn Love – aye

Jessica Portis – aye

Sara Goellner – aye

On motion by Kathryn Love, seconded by Jason Hall, the following resolution was approved by the following roll call vote:

**RESOLVED**, the Board hereby approves exiting Closed Session at 7:10 p.m.

Edes Gilbert -- aye

Jason Hall – aye

Kathryn Love – aye

Jessica Portis – aye

Sara Goellner – aye

After a discussion confined to the matters stated above by those present, Kathryn Love reported that no action was taken.

1. Adjourn. The meeting was adjourned at 7:10 p.m.



Hawthorn Board of Directors Meeting

Consent Agenda

(Applicable documentation distributed to the Board)

1. Approval of the Minutes of the prior meeting of the Board of Directors
2. Check Ledger for February and March

2016-17 Board Meetings, all from 5:30 p.m.– 7:00 p.m. unless otherwise notified:

May 8, 2017