

Hawthorn Board of Directors Meeting Minutes

Thursday, June 8, 2017 4:00 p.m.

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

Board Members Present: Nikki Doughty, Edes Gilbert, Kathryn Love, Jessica Portis,

Arvetta Powell, Tim Rowbottom (phone)

Excused Board Members: John Ross, Sara Goellner, Jason Hall, Chris Motley

Staff and Sponsor: Mary Stillman, Lori Sommers, Dalayna Jackson

1. The meeting was called to order at 4:13 p.m.
2. Arvetta Powell and Chris Motley (by phone) were introduced as new board members.
3. Board members unanimously approved the consent agenda.
4. Executive Director’s Report
   1. Mary Stillman provided an update on student recruitment and enrollment. The goal was originally 240 students, but at the current numbers, it will likely be more realistic to build the budget around 220. Many of this year’s 8th grade have enrolled for 9th grade.
5. Next school year, addition to the principal, 6 other faculty/staff will supervise, mentor and evaluate faculty. This new structure will provide faculty with more opportunities for coaching, leadership roles for several teachers, and alleviate some of the evaluation Dr. Wiens has been conducting. We are working with a consultant to train the faculty coaches. In addition to this organizational change, we are adding a new Student Success Specialist to the student support team.
6. Over the summer, the admin team will participate in diversity training. We will also be working on planning the high school curriculum, building master schedules, and completing the third floor renovations. Dr. Wiens will fill the remaining teaching positions. Teachers report back on July 24, and will have two weeks before students come for Summer Bridge/Freshmen Orientation.
7. The Foundation will close on a loan from IFF to help fund the third floor renovations this summer.
8. Mary Stillman presented the Principal’s Report in Dr. Wiens’s absence.
   * 1. MAP scores will arrive later in the summer. 18 8th graders took Algebra test, 15 passed with advanced or proficient. NWEA scores showed that number of students at or above grade level doubled to above 50% and we had no more students reading on kindergarten or first grade level.
     2. Rising Up Ceremony was June 1, and was an inspiring evening of celebrating our 8th graders.
9. Board Reports
10. Governance -- Edes Gilbert reported on the results of the board self-evaluation, which had 100% participation. Overall, the survey reflected a positive board culture. On grading system of 1-5, nothing came in at or below two. The feedback was constructive and mostly related to strengthening procedures. Areas for improvement included:
    1. Attendance at meetings
    2. More written reports distributed in advance of meetings
    3. Review of committee structure and function
    4. Inclusion of community partners
11. Finance -- Jessica Portis provided a review of May financials. Fundraising has put us ahead on revenue and we are below budget on expenses. We will be creating tighter policies around spending on supplies. The FY18 budget is being refined and we will ask for board approval at the June 29th special board meeting.
12. Strategic Plan-- Nikki Doughty and Mary Stillman provided reflection on areas identified as priorities in the strategic plan.
    1. Due to personnel transitions, there were challenges implementing a sound marking and recruitment plan.
    2. Retaining teachers is a high priority. 86% of the teachers who were asked to return will be with us next year. We have put in place some changes to support sustainability, including a maternity leave policy and slightly shorter work days. We have also implemented a more distributed leadership model in teacher supervision and evaluation with an eye toward promoting professional growth and development.
    3. Our student leadership program has improved, with the Advisory, Mentor Program, Capstone Program, and Student Council all being implemented and/or strengthened.
    4. Fundraising/development continues to improve with more formalized systems, annual calendar, and reporting.
    5. Will likely need to do another strategic plan next year after first year of high school
13. Building and Grounds -- Renovations of the third floor are underway and making great progress. We anticipate not needing to use the retainer.

  The meeting was adjourned at 6:00.



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Consent Agenda

(Applicable documentation distributed to the Board)

1. Approval of the Minutes of the prior meetings of the Board of Directors
2. Check Ledger for May
3. Approval of contract with Premier Cleaning, Ed-Ops, KB Data, Rock Hill.