

Hawthorn Board of Directors Meeting

Monday, November 13, 2017 5:00 p.m.

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

### *Our Mission Statement: Hawthorn Leadership School for Girls provides a safe, nurturing and stimulating environment that enables young women from diverse backgrounds to achieve academic success in a college preparatory program and to become leaders in their communities and professions.*

**Board Members Present**: Kathryn Love, Jessica Portis, Edes Gilbert, Nikki Doughty, Tim Rowbottom, Arvetta Powell, John Ross, Sara Goellner

**Board Members Excused**: Jason Hall, Chris Motley

**School Staff**: Mary Stillman, Robyn Wiens, Jaquise Webber, Raquel Evans, Dalayna Jackson

**Guests**: Paul Greenwood, Lori Sommers

The meeting was called to order at 5:05 PM.

Motion to approve the attached consent agenda was seconded and followed by a unanimous approval.

Paul Greenwood presented to the Board on the current financials for the 2018 fiscal year. He noted that despite coming in under the enrollment target, the school remains on track for a balanced budget if fundraising goals are met. Enrollment challenges were addressed through staffing changes. In addition, expenses are currently under budget by approximately $75,000. Hawthorn is not in need of any budget amendments at this time.

Audited financial statements prepared by Kerber, Eck and Braekel were circulated to the Board prior to this meeting for review. The Budget and Finance committee explained that the audit was qualified due to the fact that the Hawthorn Leadership School Foundation’s financial statements were not consolidated with Hawthorn Leadership School’s financial statements. The motion for the Board to approve the audited financial statements for FY 2017 was seconded and passed with unanimous approval by all Board members present.

The Building and Grounds committee, Governance committee, Foundation’s Development committee, and the Executive Director submitted their written reports for circulation prior to this meeting..

The Building and Grounds committee proposed to formally adopt the Building and Grounds roles and responsibility charter. The motion to approve the charter was seconded and unanimously approved. The Building and Grounds committee will be formalizing its committee in the coming months.

The Governance committee made several recommendations related to succession planning and committee structure.

The Foundation’s Development Committee reported on the Launch Party fundraiser. The Foundation netted over $100,000 from the event. The Foundation Board met to review year to date progress, approve the audited financials for FY17 and discuss fundraising strategies for moving forward. Before the end of the year, they will be sending out the Annual Impact Report and the annual appeal letter.

The Executive Director reported on the Founders’ Day celebration which took place on October 13. Jackie Joyner Kersee was the special guest and delivered an inspirational message to the students. Ms. Stillman highlighted several activities and programs occurring at the school including the VIP breakfast hosted by the Parent Engagement Team, 7th and 9th grade camp experiences, and the first high school homecoming dance that took place the evening of Founders’ Day. Ms. Stillman reported that the school had hired a Talent and Recruitment manager to focus on student and faculty recruitment.

Dr. Wiens reviewed the school snapshot, noting that monthly attendance is at 93%, suspensions are much lower than last year at this time on a per capita basis, and that the school currently has 20 students with IEPs and 3 in evaluation. Dr. Wiens shared that 16 students presented at the NCTE conference and all instructional staff have professional growth plans aligned to the Charlotte Danielson Framework and cultural competency. Enrollment is currently at 201.

The Board had a discussion on student recruitment and enrollment efforts and the current policy of enrolling only for 6th, 7th and 9th grades. After discussion, a motion to enroll students for 8th grade if they have self-identified siblings who attend the school or would be enrolling as sibling sets was seconded and passed unanimously. A motion to enroll students who left Hawthorn on good terms and wish to return in 8th or 10th grades was seconded and passed unanimously.

The board discussed implementing a student recruitment task force and a college readiness task force.

The meeting adjourned at 6:50 PM.



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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