

Hawthorn Board of Directors Meeting

Friday, July 12, 2019

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

**Board Members Present**: Kathryn Love (Chair), Rachana Creeth, NIkki Doughty

By phone: Edes Gilbert, Jason Hall, Chris Motley, Jessica Portis, Mary Stillman

**Hawthorn Staff Present**: Daphne Robinson, Shonda Gray

**Others Present:**  Lori Sommer

The meeting was called to order at 8:05 a.m.

Pursuant to the consent agenda, the minutes from Board meetings on June 10, 2019 and June 28, 2019 were approved unanimously.

Daphne Robinson gave the Head of School Report:

Staffing has been largely completed. Most of the non-instructional team has been hired and begun work. All but two instructional positions have been filled. We currently have 14 full time instructional positions and plan to add part time faculty to teach electives and a part time nurse.

Achievement First has been selected as the curriculum for all middle school courses other than science which will be provided through Washington University’s MySci Resource Center. The high school will also use the Achievement First curriculum except in math and science. Several Hawthorn teachers will join teachers from KIPP in professional development and training in Achievement First. Washington University will provide professional development for math and science instructors.

Shonda Gray, the Associate Head of School, reported on student recruitment and enrollment. We ended the 2018-19 school year with 177 students, of whom 73 have confirmed they are returning. To date, 15 new students have completed applications. Several more new students are in the pipeline, but without completed applications. We continue to provide tours to prospective families. Facebook posts and ads are generating interest. We advertised on radio to promote the July 13 Open House and will host another Open House on July 27.

Jessica Portis and Rachana Creeth gave the Finance Committee Report:

The Board approved the F19-20 budget in June, but we continue to review expenses, particularly as related to specific vendors. We ended FY19 meeting the goal of 30 days cash on hand goal (with 36 days). The Finance Committee, school personnel and EdOps are continuing to discuss Hawthorn’s partnership with EdOps to better define the scope and flow of work provided by EdOps to support Hawthorn’s back office functions.

Kathryn Love gave the Buildings and Grounds Committee Report in Tim Rowbottom’s absence:

We are exploring replacing an A/C unit and will need to assess the problem and receive bids for the repair or replacement of the unit that cools the gym. Once the A/C work has been decided upon, we will focus on assessing the building’s systems and putting together a longer term plan on preventative building maintenance and repairs.

Mary Stillman gave the Development Report:

The Foundation has hired a new Director of Development who will start on August 1. A donor recognition piece is in the process of being created and installed. This is a tree in the front hall of the school which will recognize donors who have given $10,000 or more as well as charter members of the 4.0 Club. 4.0 Club members have made a 4-year pledge to support Hawthorn at the $1,000/year level or higher.

The Board then approved a motion by following roll call vote to enter Closed Session to discuss legal (§ 610.021(1) RSMo.) and personnel (§ 610.021(3) and (13) RSMo.) matters.

Kathryn Love – aye

Rachana Creeth – aye

Chris Motley - aye

Mary Stillman – aye

Edes Gilbert – aye

Nikki Doughty – aye

Jessica Portis – aye

A resolution to exit the Closed Session was approved by the following roll call vote:

Kathryn Love – aye

Rachana Creeth – aye

Chris Motley - aye

Mary Stillman – aye

Edes Gilbert – aye

Nikki Doughty – aye

Jessica Portis – aye

The meeting adjourned at approximately 9:15 a.m.