

BREVARD ACADEMY – A CHALLENGE FOUNDATION ACADEMY
Board of Directors Regular Meeting
February 8, 2017, 5:00 p.m. BA-CFA Gym

Chair: Nick Iosue

Secretary: Zia McConnell

Members present: Adrienne Casteen (Vice-Chair), Amy Knight, Ashleigh Dalton

The meeting of the Brevard Academy Board of Directors was called to order by the Chair at 5:00 p.m. A quorum was present.

Pledge of Allegiance: lead by a group of 4th graders

Approval of Agenda:

Motion: A motion was made by Zia to approve the agenda. Adrienne seconded. Unanimous vote -- **Motion carried.**

Approval of Minutes:

Motion: A motion was made by Ashleigh to approve the minutes from the January 11th regular meeting, and the minutes from the January 31, 2017 special meeting. Amy seconded. Unanimous vote -- **Motion carried.**

Teachers report: Crystal Holland and Michelle Peterson (4th grade)

After attending a presentation in October on problem solving skills taught in a specific way by Heidi Cole from Thomas Jefferson Classical Academy, Ms. Holland returned and starting using this method right away. This model drawing method is a “whole-brain” approach and the students are flourishing with it. They physically draw or sign the symbols for each step as they prepare to do the step. This kinetic form of learning helps to instill the method. They are solving more complex problems every day.

There are seven steps to the model drawing method:

1. Read the entire problem
2. Restate the question
3. Determine the who/what
4. Draw the bars
5. Reread the entire problem, one sentence at a time
6. Write an equation
7. Determine if the answer is reasonable

The students then demonstrated on a word problem using fractions and solved the problem. They just started fractions on Monday this past week! The 4th grade EOG is 60% fractions, so this method should help bring up scores on the Math EOG for 4 graders.

It has been determined that this drawing model method does not work with Geometry, but overall students are able to solve 80% of all math problems using this method according to the Singapore Math statistics.

Opportunity for public comment:

A parent spoke up saying there is a dire need for an entrance from Glade Creek to cut down on the amount of traffic on Highway 64. Adrienne said that NC-DOT (Department of Transportation) determined the layout and traffic flow for the school. We did not have input to their decision.

The issue of the speed of drivers on Highway 64 is also a problem. We (the Board or the school) can contact the Sheriff's department and ask to have a police car present at the opening and closing times of school to see if that would help with speeding cars.

NC-DOT is also in charge of when the turn lane will be constructed to the entrance of the school. Perhaps once the turn lane is there, flashing lights will be installed. Ted Duncan said the lights would be our financial responsibility.

PTO: Charlotte Shackleford, President

Not much to report because PTO hasn't met this yet, but each teacher now has received \$200 for field trips or classroom needs. Not each grade, but each teacher.

Financial Update: Nick Iosue

Listed below are the budget items requested:

Revenue:				Comments
a	Various	Request to increase	1,249.28	Truing up the budget
b	Fundraising-653	Request to increase	1,121.50	
c	Hospitality	Need to set a budget		Will defer till next month
d	Uniforms	Request to increase	299.00	
e	Pup Squad	Request to increase	2.00	
f	Student Fees	Request to increase	40.00	
Expense:				Comments
a	Line 1 – Salary – EC Teacher Assistant	Request to increase	689.80	
b	Line 1 – Salary – Technology	Request to increase	1,125.00	
c	Line 3 – hospitality expense	Need to set a budget		This would be for sending cards, flowers, etc. for joys or condolences for staff. Defer till next meeting
d	Line 9 – General liability	Request to increase	2,508.00	Increase in insurance costs
e	Line 11 – Building supplies & materials	Request to increase	65.70	

Expense:		Comments
f.	Line 11 – Improvements to new site	Request to increase 1,464.00
g.	Line 14 – Bus repair services	Request to increase 1,313.26
h.	Line 14 – Bus supplies	Request to increase 655.18

Ted Duncan requested we move \$2100.00 from advertising to bus supplies.

Motion: A motion was made by Adrienne to approve the budget amendments as requested by Acadia with the addition from the school director Ted Duncan. Zia seconded. Unanimous vote -- **Motion carried.**

Director report:

Online lunch program is saving 10-15 for each teacher, which translates into a gain of teaching time.

Some people don't have internet – Juli is working with those families to work something out.

Initially, we were trying to have families set their menu a month in advance to save the transaction fee. But we are going to try setting it for 2 weeks instead of a month, so it is more flexible for parents.

Our Facebook page has doubled in its hits, since Kimberly has been updating and refreshing the information and pictures there.

We have 69 actual enrollment forms turn in for the next school year (2017-2018).

Team CFA: no report (both reps unable to attend this meeting)

Committee reports:

Facilities: Adrienne Casteen

- ! The committee is meeting once a quarter now, and the next meeting will be 2-23-17 at 2:00 pm.
- ! Project Scope forms have been created and will be filled out for EVERY project. On each form is the following information:
 - The purpose of the project
 - The department: Safety, educational, athletics, etc.
 - Costs involved for the project
 - Limitations of the project; the literal confines of space, regulations, etc.
 - Permits needed for the project
 - Time-frame – we don't want to interrupt or disturb the education of the students, (safety is also a concern) so does the project need to happen after school hours, or in the summer, etc.
 - Estimated length of the project
 - Notes – how is this project going to enhance /improve the families' experiences at school?
- ! The Board has the final decision on all projects
- ! Because there are so many elements that go into each project, we do not want to rush into a project (hence the forms) because we are so excited about it. We want to do each project correctly and as prudently as possible.
- ! The list of projects will have to be prioritized

Fundraising: Ashleigh Dalton

Mardi Gras in the Mountains will be 2/28/17 from 6-9:00 p.m. at Jaime's restaurant. It is \$60/ticket and all proceeds are going to BA-CFA. There will be a silent auction with lots of items from around town, and music will be coordinated and provided by Derrick Gardner. We will be selling tickets at the Winter Concert. Checks should be made out directly to Jaime' Creole.

We are also working on a list of names for the non-fundraiser fundraiser.

Long Range Planning and Visioning: Zia McConnell

No report

Board Development, Policies and Procedures: Adrienne Casteen

Zia and Adrienne have agreed to work on all policies to being them into the same format and identify gaps. This work will happen once some other items are taken care of first.

Old business:

None

New business:

Ted would like to change the half day that is currently on 4/5/17, which is a Wednesday, to be 4/7/17 which is a Friday. That would also be the Service Day pancake breakfast day. Report cards would be given out the following Wednesday, 4/12/17.

Motion: A motion was made by Zia to approve the moving the half day of school from Wednesday 4/5/17 to Friday 4/7/17. Amy seconded. Unanimous vote -- **Motion carried.**

Also presented was the idea of the Kindergarten Jumpstart program that would happen in the summer of 2017 before school starts. This program would offer parents some child-care, and help prepare new Kindergarten students for the routine of school. This would help teachers to be able to get right to learning instead of having to focus on student adjustment as well as learning. This proposal discussion was started at January meeting, but more details have been fleshed out now.

Motion: A motion was made by Adrienne to approve a Kindergarten Jumpstart Program for incoming Kindergartners. Amy seconded. Unanimous vote -- **Motion carried.**

Two different school calendars were distributed to the Board members for review. Both exceed the 1062 hours or 180 days required by DPI. We want to be able to align major breaks with the Transylvania County School calendar. However, TCS has not finalized their calendar yet. Many expressed a preference for Calendar "B" which has the school start date at August 16th. This item will be tabled until the final TCS calendar is set.

In order to receive Title I funding, there must be a Parent Involvement policy online. Title I would provide ~\$24K for staffing and \$4K for staff development.

Motion: A motion was made by Adrienne to approve the Parent Involvement Policy presented by Mr. Duncan, the School Director. Zia seconded. Unanimous vote -- **Motion carried.**

Ted Duncan presented the Board with a Crisis Prevention Policy. This policy includes de-escalation techniques used across the state. There are approved therapeutic holding techniques involved in the plan.

Motion: A motion was made by Zia to approve the Crisis Prevention Policy presented by Mr. Duncan, the School Director. Amy seconded. Unanimous vote -- **Motion carried.**

Following up from the January meeting, a written proposal was presented from Mountain Roots for its Day Camp use of the BA-CFA facilities.

Motion: A motion was made by Ashleigh to approve the proposal for Mountain Roots Day Camp to use BA-CFA's facility with the caveat that the specific areas of use must be in the official contract that will be signed by both parties. Zia seconded. Unanimous vote -- **Motion carried.**

It is time to renew the Brevard Racquet Club sponsorship (in the amount of \$1000) for our staff to receive the benefit of a discounted rate at that facility. The benefit continues throughout the summer and includes pool benefits.

Motion: A motion was made by Zia to approve the annual sponsorship for the Brevard Racquet Club for BA-CFA staff members (as an additional benefit) in the amount of \$1000. Ashleigh seconded. Unanimous vote -- **Motion carried.**

Next Meeting:

The next regular meeting will take place on Wednesday, March 8th at 5:00 p.m. in the BA-CFA gym.

Adjourn:

Motion: Ashleigh made a motion to adjourn. Zia seconded. Vote was unanimous.
Motion carried. Meeting adjourned at 6:48 p.m.