

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

Vice Chair: Adrienne Casteen

Secretary: Zia McConnell

Members present: Ashleigh Dalton, Warren Alston, Jim Bishop

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: led by a group of 5th graders

Approval of Agenda:

Motion: A motion was made by Warren to amend the agenda to move the Finance report (Acadia) after the Teacher's report and to add voting on the Annual Give fundraiser to New Business. Ashleigh seconded. Unanimous vote -- **Motion carried.**

Approval of Minutes:

Motion: A motion was made by Ashleigh to approve the minutes from the February 8th regular meeting minutes with edits mentioned by Ted Duncan. Jim seconded. Unanimous vote -- **Motion carried.**

Teachers report: Katie Gibson (5th grade)

The fifth graders have been working on fractional concepts. Word-based problems are a big part of the 5th grade Math EOG. The students took a word problem and using the Singapore method, came to each Board member diagramed and solved the problem.

Financial report: Leigh Danner, Acadia NorthStar

Revenue:				Comments
a	Field trips	Request to increase	\$4,359.47	
b	Various	Request to increase	\$402.00	Next time will give us a general idea of what the "various" items are
c	Buncombe county Schools	Request to decrease	\$1,238.26	Students who were coming from Buncombe who are now going elsewhere
d	Henderson County	Request to increase	\$38,220.00	New students from Henderson County
e	Transylvania County	Request to decrease	\$79,135.91	Students who have moved to other schools
f.	Fundraising – 653	Request to increase	\$1412.59	
g	Hospitality	Request to increase	\$88.00	
h	Uniforms	Request to increase	\$172.00	
U				

	Revenue:		Comments
i.	Student fees	Request to increase	\$95.00 Computer repairs

	Expense:			Comments
a	Line 1 – Salary – EC Teacher Assistant	Request to increase	\$6,010.00	Acadia will research this and give us more details
b	Line 3 – Hospitality expense	Request to increase	\$191.85	
c	Line 8 General Administration	Request to increase	\$6,092.02	Grant writing invoice for Title 1
d	Line 9 – General liability	Request to increase	\$254.00	
e	Line 11 – Building supplies & materials	Request to increase	\$433.12	
f.	Line 13 – Other Food – Office	Request to increase	\$504.01	
g	Line 14 – Bus repair services	Request to increase	\$735.00	

Total overall budget adjustments \$(21,405.11)

For next month, Acadia will change “Food purchases” line to “Lunch purchases” and create a separate line for “Board food.”

Motion: A motion was made by Warren to approve the budget amendments as requested by Acadia with the exception of Line 1 – Salary EC Teacher assistant. This will be tabled until further clarification is gained from Acadia. Zia seconded. Unanimous vote --

Motion carried.

Opportunity for public comment:

Charlotte Shackelford stated that she is concerned about the class size increasing.

The Vice-chair stated that the Board is aware of this issue. The current ratio is 1:11 teacher to student, and we are doing our best to have assistant teachers in rooms that have more students to maintain this ratio.

The question was asked, will there be a cap on the number of students per class? The response from the Adrienne is that we are not sure, but we are working to do the best we can to keep our ratio student to teacher low.

Warren Alston stated that even with this new building, we only have so much space, and as we continue to grow, this is going to be an area of concern.

PTO: Charlotte Shackelford, President

The PTO bylaws will be tabled until the next meeting.

The balance in the checking account at the February meeting was \$6,190.22 Since that time we have received the following:

Pizza Sales	\$748.00
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Our expenses for the month were:

Middle School movie night	\$39.20
Middle School dance	\$139.13
Teacher Appreciation Committee	\$67.34
Pizza Monday: Pizza and sides	\$352.04
Other	\$107.54
<i>Total expenses</i>	<i>\$705.25</i>

Balance \$6,232.97

On-going Events/Committees

- ! BoxTops
 - Submitted our last BoxTops for the 2016-2017 school year (yet still collecting!)
 - We've raised \$1,238.70 this school year - that's 12,287 BoxTops!!

- ! Staff Appreciation
 - Provided St. Patricks Day themed snacks for monthly staff meeting on Wednesday, March 1st.
 - Awarded Golden Leaf Award (yay, Brian Bullock!!)

- ! PTO Officers for the 2017-2018 School Year
 - Recruitment has begun for the upcoming school year. Please let us know if there is anyone you would like to nominate!

Upcoming Events

- ! Scholastic Book Fair, Guest Reader & Uniform Consignment Sale - March 13th-17th
 - Book Fair- Monday, March 13th - Friday, March 17th
 - Family Night (with Guest Reader!) and Uniform Consignment Sale - Thursday, March 16th from 5:30pm-7pm
 - Camping Themed evening with arts/crafts and snacks for students and their families to enjoy

- ! Middle School Dance - March 24th (Friday) 3:30pm-5:30pm
 - Formal invitations will be sent home on Monday and we will also utilize blackboard connect to follow up - RSVP will be required to attend
 - Dance will have a neon/glow theme with glow sticks, black lights, shadow dancing, balloon arch, photo booth, raffle prizes, candy (dessert) table, and more!
 - Zaxbys will be providing dinner (chicken strips/fruit/chips/water)
 - Dance is free to all middle school students

- ! Workroom Makeover
 - PTO has ordered all of the items listed on the teacher's workroom wish list!

Director report:

In the spotlight:

- ! Our fundraising team put together an amazing event at Jamie's Creole Brasserie.
- ! Congratulations to Nonnie Cullipher. She will be presenting at a Beginning Teacher Conference in June.
- ! We were recognized by the United Way recognized Brevard Academy with a Bronze Award for our staff contributions as well as The Best New Campaign Award. Trudy Pierron attended the breakfast.

- ! Delta Kappa Gamma toured the school on February 16.
- ! We were recognized by Just Economics as being a Living Wage certified employer.
- ! We received notification that we are 100% compliant with our Individuals with Disabilities Education Improvement Act.
- ! We were 100% compliant with our 2016 Charter School Performance Framework for DPI.

Enrollment:

- ! We are currently at 307 students.

Academics:

- ! We held our middle school Core Knowledge and Music/Art Performance on February 16. It was great!
- ! We have begun learning walks. In a learning walk, staff volunteers observe other teachers to build on their practice.
- ! We continue to build on math practice. At monthly staff meetings, groups of teachers present math strategies.
- ! We have an advertisement up for Title 1 tutors. We will use tutors in math and reading. We received \$24K for the Title 1 teachers, and \$4K for professional development from the Title 1 grant

Advertising:

- ! White Squirrel Radio-- I completed the White Squirrel radio interview on March 1. I highlighted our enrollment process and athletics.
- ! Postcards went out to families in the surrounding area.

Athletics:

- ! Our soccer team has begun practicing.
- ! We have begun a Mountain Biking Team. This is a great sport that helps link our students to the outdoors.

Field Trips:

- ! Our 8th graders visited BHS and are registering for their classes. An exciting time for the almost graduates!

Team CFA report:

- ! The focus is on the summer teacher conference to Montana. Ten total staff from BA-CFA will be attending; 3 will be presenting.
- ! There will be a fall Board training offered in the fall.
- ! Corporate offices have moved to Forest City, NC.

Committee reports:

Facilities: Adrienne Casteen

- ! The committee has had several meetings to discuss next steps.
- ! There will be a Day of Service on April 7th, which is a half day of school. Student and adult volunteers will be needed. Areas of need include: raking, mulching, possible

painting, cleaning of buses. There will be a sign up in place so that we will know a head count.

Fundraising: Ashleigh Dalton

The Mardis Gras dinner/party at Jaime's was a huge success. Don't have final numbers just yet. Approximately 145-150 tickets were sold, with half being from Jaime's directly, and the other half from BA-CFA. The silent auction went well also.

Long Range Planning and Visioning: Zia McConnell

No report

Board Development, Policies and Procedures: Adrienne Casteen

Following our procedures as posted, we will announce in April that we will be taking applications in May.

Old business:

None

New business:

Educational leave policy:

This would allow parents take advantage of a trip opportunity during the school year. The family must apply, present an agenda, and of course the student will be required to make up all work missed. Mr. Duncan would be in charge of approving the applications.

Motion: A motion was made by Zia to approve the Education Policy as presented by Ted Duncan. Warren seconded. Unanimous vote -- **Motion carried.**

Partitions:

Mr. Duncan cited the need to create additional learning space for Trudy Pierron the tutor volunteer coordinator, Ms. Burney the AIG instructor, and Lisa Malaquin-Prey the Instructional Coach. We would like to purchase a rolling partition to create this space.

Motion: A motion was made by Warren to approve the purchase of rolling partitions for \$2,000. Jim seconded. Unanimous vote -- **Motion carried.**

2017-2018 school calendar:

Mr. Duncan presented a draft school calendar for 2017-2018. This has the students starting on August 16th, and getting out on May 31st. May 29, 30 & 31st would all be half days. This covers the Department of Public Instruction (DPI) requirements, and actually exceeds the 1025 state required hours of instruction. (We are at 1055.) Warren suggested that to make it really clear the last school day should be highlighted in a color.

Teachers will start on August 7th & 8th (for beginning teachers.) The Kindergarten Jumpstart program will take place in July.

Motion: A motion was made by Warren to approve the school calendar for 2017-2018 presented by Mr. Duncan, the School Director. Jim seconded. Unanimous vote -- **Motion carried.**

AIG testing materials:

Also brought before the Board was a request for \$2500 for AIG testing materials. These are tests which assess cognitive abilities rather than knowledge for our identified AIG students.

Motion: A motion was made by Zia to approve \$2500 for AIG testing materials. Warren seconded. Unanimous vote -- **Motion carried.**

Fundraiser:

Ashleigh Dalton requested approval of the Annual Give fundraiser (the non-fundraiser fundraiser). There would be a mailing once in the fall and once in the spring. It is meant to be reduce the “selling” of items as fundraisers. There would also be an online option to give. The question was raised has a monthly auto-deduction been considered, like those on annual NPR fundraisers. Ashleigh said she would take this idea to the Fundraising committee.

Motion: A motion was made by Zia to approve an Annual Give Campaign by BA-CFA as a fundraiser, as long as all materials that would be sent out will be approved by the Board each time. Ashleigh seconded. Unanimous vote -- **Motion carried.**

Next Meeting:

The next regular meeting will take place on Wednesday, April 12th at 5:00 p.m. in the BA-CFA gym.

The Vice-chair announced that there would be a 10 minute break before the Board returned to go into Closed Session.

Motion: Warren made a motion from the floor to enter into a closed session to prevent the disclosure of privileged or confidential information under the NC general Statutes 143.318.11 (a) (1) to discuss items related to personnel matters. Ashleigh seconded.

Motion carried. The Board entered into Closed Session at 5:56 p.m.

Motion: Warren made a motion to come out of Closed Session. Zia seconded. Vote was unanimous. **Motion carried.** Time: 6:06 p.m.

Actions taken:

Motion: A motion was made by Zia to approve Sharon Briggs as a 12-month employee. Ashleigh seconded. Unanimous vote -- **Motion carried.**

Motion: A motion was made by Zia to approve the payment of \$95/day for substitute teachers. Warren seconded. Unanimous vote -- **Motion carried.**

Adjourn:

Motion: Zia made a motion to adjourn. Jim seconded. Vote was unanimous. **Motion carried.** Meeting adjourned at 6:33 p.m.