

BREVARD ACADEMY – A CHALLENGE FOUNDATION ACADEMY  
Board of Directors Regular Meeting  
June 14, 2017, 5:00 p.m. BA-CFA Gym

Vice Chair: Nick Iosue

Secretary: Zia McConnell

Members present: Adrienne Casteen, Ashleigh Dalton, Warren Alston, Jim Bishop

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The meeting of the Brevard Academy Board of Directors was called to order by the Chair at 5:05 p.m. A quorum was present.

### **Pledge of Allegiance**

**Welcome:** Nick welcomed all, and recognized Ted for his efforts in making this past school year so successful.

### **Approval of Agenda:**

**Motion:** A motion was made by Jim to amend the agenda with these changes: remove Teachers' report, policy for student clubs, and soccer field seed funding; add to New Business: insurance NC Flex; new buses, Title I Parent & Family Engagement policy; EC salary; MobyMax online program, vote on Board officers; review August meeting date. Adrienne seconded. Unanimous vote -- **Motion carried.**

### **Approval of Minutes:**

**Motion:** A motion was made by Ashleigh to approve the minutes from the May 10<sup>th</sup> regular meeting minutes with corrections/typos suggested by Ashleigh. Adrienne seconded. Unanimous vote -- **Motion carried.**

### **Opportunity for public comment:**

None

### **PTO: Charlotte Shackelford, President**

#### Financials

- ! Met their goal of leaving ~\$4K in the account for the start up of next year.
- ! \$560 was paid for the dunking booth & inflatables for Field Day that is still to hit the budget

#### Past & On-going Events/Committees

- ! Middle School Committee
  - Movie Day with 6th grade students- sat with students and provided movie (Moana), popcorn, pretzels, cookies, water and snack bags
- ! Staff Appreciation
  - Provided baby shower themed food at monthly staff meeting (Congrats Brian Bullock!)
  - Awarded the Golden Leaf Awards: Camy Stirling (May) and Kate Shober (June)

## ! PTO Officers for the 2017-2018 School Year

- Aimee bush (President)
- Joan Barham (Vice President)
- Katherine Galvagni (Secretary)
- Priscilla Brackett (Treasurer)

## ! Last PTO meeting of the school year

- Discussed all of the events of the past school year; asked for feedback on what was successful, how we can improve, etc.

## Upcoming Events:

## ! Field Day

- PTO provided \$600 to rent 2 bounce house obstacle courses and a dunking booth on Field Day
- PTO will also provide popsicles for all students PTO will provide popsicles for all students

## ! Volunteer Appreciation

- Partnered with Trudy Pierron to provide a Superhero themed luncheon for our amazing volunteers!

## ! Brighter Day Fundraising Opportunity

- Asked if interested in participating in monthly fundraisers (10% given back to BAPTO) on Thursdays - still in conversation to finalize details.

**Financial report: Leigh Danner (Acadia North-Star)**

Ms. Danner reported on the various activities within the budget that are needed to true up the budget for the end of the 2016-2017 fiscal year, which ends June 30<sup>th</sup>.

## Budget amendments requested:

<b>Revenue:</b>	<b>Request to</b>	<b>Amount</b>	<b>Comments</b>
a	Increase		
. Field Trips		1,821.10	
b	Decrease		
. Rental School Property		5000.00	We did not rent out the facility this year
c	Increase		
. Various		801.67	Land's End, Mtn Bike t-shirts, Massages for staff from PTO
d	Decrease		
. Henderson County		10,377.13	Apr, May, Jun: yet to be received
e	Decrease		
. Transylvania County		8,652.69	May yet to be received
f.	Increase		
Incentive awards		166.87	
<b>Total adjustments in Revenue</b>		<b>1206.00</b>	

	<b>Expenses:</b>	<b>Request to</b>	<b>Amount</b>	<b>Comments</b>
a	Line 1 – Salary Teacher	Increase	34,802.95	New 3 <sup>rd</sup> grade teacher when Ms. Best moved to Student Services position
b	Line 1 – Salary – Teacher Assistant	Increase	373.95	
c	Line 1 – Salary EC Teacher	Decrease	(7,727.68)	
d	Line 1 – Salary – Tutor	Increase	1230.00	
e	Line 1 – Salary – Principal	Increase	4,335.32	Pay period Aug '16 when 2 directors salaries being paid
f.	Line 1 – Salary – Technology	Decrease	(16,415.00)	
g	Line 1 – Salary – Transportation Supervisor	Increase	2,312.50	
h	Line 1 – Bus Driver	Decrease	(16,000.00)	
i.	Line 2 – State Retirement Cost	Decrease	(20,190.99)	Change from state
j.	Line 2 – Hospitalization cost	Increase	30,195.10	Increase in premium
k	Line 2 – Unemployment Cost	Decrease	(6000.00)	
l.	Line 5 – Non Capitalized Instructional Equipment	Increase	235.00	
m	Line 6 – Athletic Services	Increase	140.00	
n	Line 6 – Field Trips	Increase	588.27	
o	Line 8 – Bank Fees	Increase	300.00	
p	Line 8 – Financial Services	Increase	5,199.97	
q	Line 8 – School Pack in/Pack out	Increase	570.00	
r.	Line 10 – Building Rent	Increase	2,000.00	
s	Line 11 – Custodial Supplies & materials	Increase	1,000.00	
t.	Line 12 – Water & Sewer	Decrease	(17,000.00)	Received credit for being overcharged

	<b>Expenses:</b>	<b>Request to</b>	<b>Amount</b>	<b>Comments</b>
U				
.	Line 13 – Other Food – Office	Increase	378.83	
V				
.	Line 14 – Vehicle Gas & Diesel Fuel	Increase	1,000.00	
W				
.	Line 16 – Salary – After Care	Decrease	(7,000.00)	
		<b>Total adjustment in Expenses</b>	<b>(5,671.78)</b>	

Total overall budget adjustments (\$15,568.40).

**FY 17**

Budget net surplus / (deficit)	(27,326.08)
*True remaining fund balance	469,300.17

**Motion:** A motion was made by Warren to approve the budget amendments as recommended and to give Acadia authority to true up our 2016-2017 year when the June numbers are finalized. Jim seconded. Unanimous vote -- **Motion carried.**

**Director report: Ted Duncan****Good News**

- ! We graduated 23 8th grade students.
- ! 100% of our 8th grade students passed the Math 1 EOC
- ! 100% of our 8th grade students passed the Science EOG
- ! Field Day was a great collaboration with Coach Jones and the PTO
- ! A limo ride was provided to those students who won the "On time to test & ate a healthy breakfast" challenge, along with a *Jets* pizza treat sponsored by Entegra Bank.
- ! We have completed the 2016-2017 school year!

**Enrollment:**

Grade	Current Enrollment	Projected Enrollment based on intents and applications
K	34	50 WL-21
1	38	50
2	32	48
3	39	51
4	45	50 WL-4
5	31	54
6	32	41
7	26	32
8	23	28
Total	300	404 WL-26

**Academics:**

- ! We completed all EOG and EOC testing.
- ! We have reworked the middle school schedule to split the 6th grade between two teachers and the 7th/8th grade between 4 teachers. This will reduce the number of transitions for students and create a more sustainable schedule with longer blocks of time for academics. Latin will become integrated into the 6th grade curriculum rather than a separate class.
- ! We have created a middle school elective schedule that will give students school choices about what classes they want to take based on interests. This will limit the amount of time that the middle school is able to access PE, but things like Yearbook and offerings from Pisgah Dance Academy are possibilities.
- ! We held our awards ceremonies on June 12 and 13.
- ! The leadership team is in the midst of scheduling for the 2017-2018 school year. The leadership team has created a school improvement plan as well as a student handbook draft.

**Advertisement**

- ! White Squirrel Radio interviews completed. Our summer plans were highlighted and the fact that we are still enrolling was advertised.

**Compass Learning**

Students are showing growth in Compass learning.

<b>Ave.Score</b>	<b>4/10-4/16</b>	<b>4/17-4/23</b>	<b>4/24-4/30</b>	<b>5/1-5/7</b>	<b>5/8-5/14</b>	<b>5/15-2/21</b>
Grade K	81	0	81	81	75	78
Grade 1	83	100	77	80	80	82
Grade 2	76	0	87	86	82	82
Grade 3	74	68	73	76	78	69
Grade 4	69	0	69	68	78	81
Grade 5	66	0	73	62	73	75
Grade 6	76	100	71	71	66	81
Grade 7	66	0	68	80	71	81
Grade 8	75	0	84	0	0	82

- ! Overall, MAP scores projected 73% success on the EOGs – the actual was 77%. As we grow, our numbers will change because of new students coming in. The state has to put all these number in before they will send our overall “school grade.” We hope to be a “B” school again.
- ! We are also using MobyMax to offer students variety. This is a great program to teach the Math basics in an engaging way.
- ! As a rule, we tend to excel in reading; our goal is to bring up our Math scores to match our reading scores.

#### Facility

- ! Our facility will be in use for the summer by our Summer Reading Program and Mountain Roots summer camp.
- ! A summer cleaning rotation of the school has been completed.

#### Personnel

- ! We have hired for our vacant middle school science position, teacher assistants, and 1 of the open 5th grade teaching positions.
- ! Evaluations on all full-time teaching staff have been completed.

#### Transportation

- ! All buses will be relocated to Tabor’s for summer storage. Steve Cottle will be looking at some buses for sale in Charlotte-Mecklenburg.
- ! The Boys and Girls Club is closed for the summer. We are no longer running a bus to that stop.
- ! We did a bus survey to gauge interest in a Mills River route and make assignments for next year. Not many takers from the survey, so we will continue our current routes for next year.
- ! We have replaced the brakes on Jackie Robinson. This was a cost of \$1,240.

#### After-School

- ! I am meeting with the after-school staff on Monday, June 19 to look at ways to create more revenue streams.

#### Safety

- ! We will review the safety plan over the summer.

#### Athletics

- ! The Athletic Banquet was held on May 30.
- ! The Adventure Race for the Mountain bike team was held on June 4.

#### Community

- ! Our Design for Change groups visited The Oaks, built a school garden, and held a pet adoption on campus.

#### Policies/Handbooks

- ! The Leadership Team met today to review the Code of Conduct and develop a menu of choices for disciplinary actions.
- ! We also met to look at the Activity Calendar in order to create a more orderly and sustainable school calendar of events and fundraising.

#### **Team CFA report:**

- ! The Team CFA schools have graduated a total of 218 students throughout the country this year.
- ! There are 2 new Team CFA schools opening in North Carolina this upcoming school year.

Everyone is looking forward to the summer conference in Montana; Ron Clark will be the keynote speaker.

#### **Committee reports:**

##### *Facilities: Adrienne Casteen*

- ! We are looking into different options for tents/shades for outside for the students.
- ! Also looking at the nature/x-county/bike pump trail on the grounds and how that might work
- ! We are looking into solving the drainage issues with the soccer field

##### *Fundraising: Ashleigh Dalton*

- ! No report

##### *Long Range Planning and Visioning: Zia McConnell*

- ! The Board members should be reviewing the red-lined version of the 5 Year Strategic Plan for the retreat, with an emphasis on Facilities and Fundraising.

##### *Board Development, Policies and Procedures: Adrienne Casteen*

- ! We have received 4 applications from people interested in joining the Board. We thank the applicants and will have a vote on new members in August.

**Old business:**

None

**New business:***Board of Director Officer Elections:*

The slate of officers for the 2017-2018 school year:

Nick Iosue – Chair

Adrienne Casteen – Vice Chair

Warren Alston – Treasurer

Zia McConnell – Secretary

**Motion:** A motion was made by Warren to approve this list of BA-CFA Board Officers for the 2017-2018 school year. Jim seconded. Unanimous vote -- **Motion carried.**

*New Buses:*

Our original buses, Teddy and Rosa have seen better days. Mr. Duncan requested up to \$7,000 be used to purchase 2 new buses (we receive a 25% discount if we purchase more than one). The old buses would be used for backup and or replacement parts.

**Motion:** A motion was made by Zia to approve up to \$7,000 for the purchase of 2 new buses. Adrienne seconded. Unanimous vote -- **Motion carried.**

*Parent & Family Title I Engagement Policy:*

The federal government changed the wording required in this policy so we have to vote on the new wording changes.

**Motion:** A motion was made by Adrienne to approve the Parent & Family Title I Engagement Policy. Adrienne seconded. Unanimous vote -- **Motion carried.**

*Part-time EC Teacher:*

Mr. Duncan requests approval to hire a part-time EC teacher (up to \$25K) to help with students in EC. The question was asked if that person can help with EC students of all grades...Mr. Duncan said that an EC certification covers grades K-12.

**Motion:** A motion was made by Zia to hire a new part-time EC teacher for up to \$25K. Warren seconded. Unanimous vote -- **Motion carried.**

*MobyMax:*

Compass Learning is not as robust in the area of Math as it is in Social Studies, Reading, etc. Mr. Duncan requested to purchase an additional program that would address Math – MobyMax for \$1500 (Title 1 funds).

**Motion:** A motion was made by Warren to purchase the online program MobyMax for \$1500.00. Zia seconded. Unanimous vote -- **Motion carried.**

*NC Flex:*

This is in addition to the health insurance we already carry on our full-time employees and includes dental and vision that they can purchase individually to add-on to their current insurance. It is not required; strictly optional for those who wish to add it on. It offers better rates on dental and vision than traditional personal insurance.



**Motion:** A motion was made by Jim to offer NC Flex insurance to our full-time employees. Ashleigh seconded. Unanimous vote -- **Motion carried.**

**Next Meeting:**

The Board Retreat will take place on July 14<sup>th</sup> – the location is yet to be decided.

The regular August meeting falls before school actually starts. It will be more meaningful to have a meeting once school is in session. **So the August meeting date will be changed to Wednesday, August 16<sup>th</sup> the first day of school, 5:00 p.m. in the BA-CFA gymnasium.**

-----**Short Break**-----

**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. Zia seconded.

**Motion carried.** The Board entered into Closed Session at 5:54 p.m.

**Motion:** Ashleigh made a motion to come out of Closed Session. Adrienne seconded. Vote was unanimous. **Motion carried.** Time: 6:51 p.m.

**Motion:** Adrienne made a motion to approve the minutes from the Closed Session. Warren seconded. Vote was unanimous. **Motion carried.**

**Topic from last meeting:**

Finance: Nick said that the finance person from GWG who presented last meeting had called and asked about the investment option he spoke to us about.

**Motion:** Warren made a motion to invest \$30,000 from the unencumbered cash into LL bonds (which will earn 5¼ percent interest over the required 2 year investment period) with GWG Holdings, Inc. Zia seconded. Vote was unanimous. **Motion carried.**

**Adjourn:**

**Motion:** Warren made a motion to adjourn. Adrienne seconded. Vote was unanimous. **Motion carried.** Meeting adjourned at 6:54 p.m.