

BREVARD ACADEMY – A CHALLENGE FOUNDATION ACADEMY

Board of Directors Regular Meeting

June 8, 2016, 5:00 p.m.

Alumni House on the Brevard Music Center Campus

Chair: Nick Iosue

Secretary: Ashleigh Dalton

Members present: Nick Iosue, Zia McConnell, Jim Bishop, Adrienne Casteen, Laura Thomas (via phone).

Administration present: Warren Alston.

Guests: Jennifer McCluney

The regular 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 was led by Nick Iosue.

Approval of Agenda:

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

Consideration and approval of minutes:

Motion: A motion was made by Zia to approve the regular minutes of the May 11, 2016, meeting. Ashleigh seconded. Unanimous vote -- **Motion was carried.**

Public Comment: Barbara Marr

- Camp will be offered at the end of the summer, August 29-September 2.
- \$100.00 per student for the week
- Boys and Girls Club are willing to open their doors 8:00-2:00-cost to the club would be utilities
- Rec Department is offering a possibility for the after-camp camp which would be from 2-??
- The Summer Gap Camp is exploring options for transportation from Boys and Girls Club to the Rec Dept.
- Volunteers will be camp leaders
- Use of school computers could be a possibility per Kimberly Best

Nick told Barbara to move forward with this and to continue planning for the Summer Gap Camp.

PTO Report: There is no report.

Financial Update: Jennifer McCluney

As of May 31, 2016:

Current Budget Net Surplus: \$242,969.60

Board Action Requested:

Revenue:

- a. Rev-After School Fees-Request to add \$290.00
- b. Rev-Field Trips-Request to add \$1,174.20
- c. Rev-F&F Bumcombe County-Request to add \$13.10
- d. Rev-Travel Band-Request to add \$13,204.49
- e. Rev-Incentive Awards-Request to add \$301.82
- f. Rev-School Lunch Program add \$7.60

Expense:

Line1-Salaries & Bonuses

- a. Salary-Substitute-Request to add \$3,545.50
- b. Salary-Supplemental Pay-Request to add \$53.50

Line 3-Books and Supplies

- a. Travel Band-Request to add \$12,136.04
- b. Office Supplies-Request to add \$40.76
- c. Membership-Request to add \$370.15
- d. Incentive awards-Request to add \$193.84

Line 4-Technology

- a. Non-Capitalized Tech-Request to add \$105.43

Line 5-Equipment and Leases

- a. Reproduction Costs-Request to add \$1,149.12

Line 6-Contracted Student services

- a. Instructional Services- Request to add \$2,084.43
- b. Psychological Services-Request to add \$2,300.00
- c. Field Trips-Request to add \$743.21

Line 7-Staff Development

- a. Workshop Expenses-Request to add \$4,768.05

Line 8-Administrative Services

- a. Legal Services-Request to add \$1,206.50
- b. General Administration-Request to add ??(need to true up June budget)

Line 10-Rents and Debt Services

Line 11- Facilities

- a. Custodial Supplies & Materials-Request to add \$459.25
- b. Miscellaneous Contracts-Request to add \$32,700.00
- c. Architect Fees-Request to add \$470.44

Line 13-Food Purchases-Request to add \$544.86

Line 14-Transportation & Travel

- a. Bus Supplies-Request to add \$108.13

Line 16-After CareProgram

- a. Salary-After Care-Request to add \$2,896.00
- b. Social Security Cost-After Care-Request to add \$117.06

Motion: A motion was made by Zia to approve the budget amendments as stated above. Ashleigh seconded. Unanimous vote -- **Motion was carried.**

Motion: A motion was made by Zia to allow Acadia to true up June budget. Adrienne seconded. Unanimous vote. **Motion was carried.**

Jennifer stated that she needs the dates for next year's board meetings, so that she can setup her quarterly meetings.

Directors Report: Warren Alston

- 344 students are set to start the first day of school.
- Some of the new student files need to be completed and administration is working on this topic.
- As far as the new school site, work is in progress and things are looking good.
- We are still moving things from the music center, which are basically picnic tables and trying to get the buses where they can be parked in the rear of the new property.
- The search is still on for a Spanish teacher, middle school math and science teacher, and a PE/ athletic director. Applications are coming in for these positions at this time.
- Mail is currently being sent to the new property. The address of the new facility is 1110 Hendersonville Highway, Pisgah Forest, North Carolina 28768.
- The new school is on schedule to be finished for August 22, 2016, for minimal occupancy, looking closer to August 29th for certification of occupancy.

Reminder -- next week that a fence will be put on the new property to separate the work area and office area. Adrienne stated that this is an active construction site and laws need to be followed. Limit the cars to the offic

Open House: There is a plan for an open house for new and old families with children on September 1st evening around 5-7 at the new building. A more formal ribbon cutting will be set for the first half of September. We will have the date by August 10th meeting.

Team CFA Report: Laura Thomas

No report. Everyone is excited about conference.

Committee Reports:

Facilities: Adrienne Casteen

- On construction site progress Tuesday or Wednesday next week update to be added to website.

Fundamental Development & Public Outreach: Nick Iosue.

- Auction was a success with the total from the auction being somewhere in the mid \$20,000 range.

Long-Range Vision and Planning: Zia

- The long-range plan has been sent out.
- Everyone to send edits to Zia.
- She will figure this out to work on the strategic plan.

Board Development Polices, Procedures and Bylaws: Zia

- Nothing

Personnel:

- Closed session at the end of the meeting for personnel.

Old Business:

Vote for Board Officers for 2016-2017 Annual Year:

Motion: A motion was made by Zia for Ashleigh to be secretary for the next term for 2016-2017. Jim seconded. Unanimous vote – **Motion was carried.**

Motion: A motion was made by Zia for Nick Iosue to be chairman of the board for the Board of Directors for Brevard Academy for the 2016-2017 school year. Ashleigh seconded. Unanimous vote -- **Motion was carried.**

Motion: A motion was made for Adrienne to be vice chair of the Board of Directors for the 2016-2017 school year. Zia made this motion. Ashleigh seconded. Unanimous vote -- **Motion was carried.**

Zia made a note: Conflict of interest statement needs to be signed and returned. This needs to be done in the July retreat.

Bylaw's:

- Zia stated the bylaws will be processed and ready to go after minutes are approved tonight for the 5/11/16 minutes.

New Business:*Facilities: Adrienne*

Miscellaneous project-related cost: EC costs, property construction(which is the gym flooring), student desks, and technology including student laptops. The total of this will be \$352,449.68.

Motion: A motion was made by Adrienne to approve the miscellaneous project related cost. Seconded by Ashleigh. Unanimous vote -- **Motion was carried.**

Adrienne asked for construction expenses under \$5000 that this can be made with three board members without a formal meeting.

Motion: A motion was made by Adrienne for construction expenses under \$5000 to be made with only three board members approving. The seconded was through Zia. Unanimous vote -- **Motion was carried.**

Old Business(cont):

Vote for new officers(cont)

Note: Warren stated that chair cannot be chair and treasure, so Nick cannot sit as chair and treasure for Brevard Academy. Warren and Nick suggested someone needs to be treasure.

Motion: Adrienne made a motion for Zia to be treasure for the 2016-2017 annual year. Ashleigh seconded. Unanimous vote -- **Motion was carried.**

Special Meeting Minutes approval:

Motion: A motion was made for approval of the special meeting minutes for May 25, 2016. That motion was made by Zia. It was seconded by Adrienne. Unanimous vote -- **Motion was carried.**

AIG:

AIG, Beth Burney. Warren would like to recommend the need for Beth two full days a week.

Motion: A motion was made by Zia to approve the position for the AIG instructor for two full days a week for the 2016-2017 school year. Seconded by Adrienne. Unanimous vote -- **Motion was carried.**

Next Meeting:

Parents, teachers, staff, anyone interested in hiring of the new school director, there is going to be a hiring committee and to contact Nick.

Warren stated position open for the new school director through June 30, 2016

Next meeting: August 10, 2016 at 5:00 p.m. The location will be announced.

July retreat is July 22, 2016, that will start at noon, location is to be announced. The July retreat is a workshop type of meeting. Once the location is determined, Kimberly will post this on the website.

Break: Time is 5:52 p.m. This will be a break for 15-25 minutes and then we will reconvene for a closed meeting session.

Adjourn:

Motion: A motion was made to adjourn the meeting. Motion was made by Ashleigh and seconded by Zia. It was a unanimous vote. **Motion was carried.** 7:46 p.m.