

BREVARD ACADEMY – A CHALLENGE FOUNDATION ACADEMY

Board of Directors Retreat

July 24, 2015, 1:00 p.m.

154 Lake Point Drive, Lake Toxaway, NC (Stewart Marshall's house)

Chair: Warren Alston

Vice Chair/Treasurer: Nick Iosue

Secretary: Zia McConnell, present

Members present: Amy Knight, Ashleigh Dalton, Stewart Marshall, Laura Thomas

Administration present: Barbara Grimm

Guests: – Tony Helton, Team CFA

The retreat of the Brevard Academy Board of Directors was called to order by the Chair at 1:20 p.m. A quorum was present.

As specified ahead of time, no Board actions were to be enacted during the Retreat.**Team CFA:** Tony Helton gave an update on recent Team CFA activities:

- [Cheryl Rheinstadler sent out a couple of letters
 - The annual School Evaluations as stated in the Team CFA Affiliate Agreements will no longer be performed. It has been determined that with Team CFA reps on the Boards of Directors of all the schools and with the regular updates on the MAPs scores and close ties that all the schools have to Team CFA now, this type of evaluation is no longer needed.
 - A letter has gone out from Peter Rowe stating with 3 new schools opening in North Carolina and 1 in Phoenix, all tech funds will be going to these start-up schools. That said, if we find we have a specific need, don't hesitate to at least ask – it might be something that can be done, but there will be no targeted from Team CFA.
 - It looks like that CF Properties will closing on the new property/school location on August 3rd.

Mr. Helton went on to give a presentation on Board Member behavior and requirements. Team CFA is trying to arrange a Board Training session at the new Equine Center in Polk County on September 26, 2015. The training will be led by Dr. Tom Miller, who used to work for DPI, but now is an independent contractor.

BA-CFA Board meeting goals:

- [Continue to strive to keep meetings 1-1 ½ hours in length
- [Present a united front
- [Chairman leads the meetings – stay on task and table items that might need more discussion

General:

BA-CFA has come a long way, and there are exciting and challenging times ahead with the building of a new school. As we move forward, Tony reminded us to not waiver on target of strong academics.

There are 2 Charter School organizations that we might consider joining: NC Public Alliance of Charter Schools and NC Public Charter Schools Association. These are good groups to be members of. Tony said he would suggest sending teachers to the conferences these organizations have.

Denver Conference 2015 feedback:

Tony asked for feedback on the conference. The feedback was as follows:

- [Provide more in-depth sessions for experienced teachers
- [Sessions on using technology for more than projecting information (Tony said that Peter Rowe was to have led a session in Denver, but had an accident and couldn't attend.)
- [Have a session on differentiation in the classroom – handling the wide-spread of low learners and high learners in the same class.
- [Have specific sessions on using MAP test score information to teach more effectively
- [A Directors' forum – a time for the directors to meet and discuss what they are doing and what challenges they face.
- [Board members enjoyed being part of past sessions with teachers that show-cased what certain teachers were doing in the classrooms.

Team CFA Fall Dinner:

This year it will be held on September 11th at the Grove Park Inn starting at 6:00 p.m.

Comments from Chair: Warren Alston

Warren thanked all of the Board members for their dedication to our school, and welcomed Ashleigh Dalton as the newest Board member.

Warren reiterated that we are a collective group that has as its goal what is best for our students. As a collective group, we need to always have our most positive outlook put forward in our small community. We are public servants and need to act accordingly. We are professionals, and need to treat our meetings and our Board work with a professional attitude. To that end, going forward, BA-CFA members will:

- [Receive a MacBook to be used during his/her tenure on the Board.
- [Have our own Brevard Academy School (or Team CFA for Team CFA members) e-mail address which is to be used for all Board/school information exchanges.
- [Have our monthly meetings in Searcy Hall.
- [Come to meetings 10-15 minutes early, and have laptops open and ready
- [Read reports ahead of the meeting, and try to address any individual questions with Barbara or Committee Chairs before the meeting.
- [Prepare and send reports the Wednesday before the Monday meetings.
- [Know that all of our meetings will be recorded (when equipment can be purchased) so that Secretary can either transcribe or a service can transcribe into minutes.
- [Wear business casual attire
- [Realize that if several questions are raised in the meeting or discussion gets involved, the Chair will table items to a Committee to resolve before next meeting.
- [There will be name plates for designated seating of Board members.
- [We may designate a 5:50 start time to accommodate Zia's work schedule. (This is not definite though.)

(Amy Knight had to leave the meeting at 3:15)

In the future, Ashleigh Dalton will shadow Zia with the idea that she will be the next Secretary for the Board. We also need to split the Vice Chair and Treasurer positions.

As we start the building project, it would be good to have a Board member or committee member who has some contracting/building experience. (Each committee still needs to have a Board representative.)

Laura asked to be the rep for the Personnel committee.

As Chair, Warren has started the practice of meeting with Barbara for lunch the Friday before the regular meeting. This month however, the lunch meeting will be on August 19, 2015, and any Board member who can attend is welcome, as long as there is not a quorum.

Sample Nepotism and Grievance were reviewed. These will be modified and voted on at the regular Board meeting, August 24th.

One of the things that needs to happen, is that there needs to be documentation of the policies and procedures for all of the office tasks.

5-Year Rolling Strategic Plan review:

The full review for the 5-Year plan was tabled.

By-Laws review:

Amy and Zia will meet to discuss the changes that need to happen to the by-laws and present them to the Board. The first step, will be to ask Tony Helton when the SBE meets and when we have to provide the changes. It used to be a once a year process, but it may be quarterly now.

Retreat ended:

The retreat ended at 5:15 p.m.