

BREVARD ACADEMY – A CHALLENGE FOUNDATION ACADEMY  
Board of Directors Regular Meeting  
October 11, 2017, 5:00 p.m. BA-CFA Gym

Vice Chair: Nick Iosue

Secretary: Zia McConnell

Members present: Adrienne Casteen, Lee Burgess, Julie Gaston, Coty Ferguson, Jim Bishop,  
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.

**Welcome:**

Nick welcomed all in attendance. We welcome back Jim Bishop as our Team CFA representative.

**Pledge of Allegiance:** The Board was led by Jeremy Bush and Ella Monk in the Pledge.

**Approval of Agenda:**

**Motion:** A motion was made by Coty to approve the agenda, with the addition of the approval of the policy development process, and the first-read of the governing principles – 1000. Zia seconded. Unanimous vote -- **Motion carried.**

**Approval of Minutes:**

**Motion:** A motion was made by Coty to approve the minutes from the following: 8/16/17 (regular monthly meeting), 8/29/17 (special meeting), 9/6/17 (emergency meeting), 9/12/17 (special meeting) and 9/13/17 (regular meeting). Adrienne seconded. Unanimous vote -- **Motion carried.**

**Teacher report: Beth Burney, AIG coordinator**

Ms. Burney gave a detailed report on the meaning of gifted children, and went through what the development of BA-CFA's Academically/ Intellectually Gifted (AIG) program. The children who fit this description are not just intelligent – they are wired to think differently. One of the students read the Gifted Child's Bill of Rights, which is as follows:

You have a right to...

- ! Know about your giftedness.
- ! Learn something new every day.
- ! Be passionate about your talent area without apologies.
- ! Have an identity beyond your talent area.
- ! Feel good about your accomplishments.
- ! Make mistakes.
- ! Seek guidance in the development of your talent.
- ! Have multiple peer groups and a variety of friends.
- ! Choose which of your talent areas you wish to pursue.
- ! Not to be gifted at everything

Often, gifted students are divergent thinkers instead of convergent thinkers. Ms. Burney has lots of different ways of teaching these students – many of which include games. This broadens their understanding of themselves and their peers.

Last year, the AIG Plan (60 pages) was submitted, and approved by the state. There are weekly units for 1<sup>st</sup> through 5<sup>th</sup> grades.

For this first year, the CogAT (Cognitive Ability Test) was given to all 2<sup>nd</sup> graders, and targets verbal, non-verbal and quantitative abilities. In order to qualify for AIG, a student must score a 90% or better on this assessment. The test was also given to an additional 50 students from 3<sup>rd</sup> – 7<sup>th</sup> grades. 36 out of those 50 students qualified!

The 2017-2018 plan looks like this:

- ! Kindergarten students will have the year to adjust to their new school setting. Teacher can recommend high achieving students work with Ms. Burney periodically and / or attend PETS (Primary Education Thinking Skills) lesson with a 1<sup>st</sup> grade class.
- ! 1<sup>st</sup> grade (all students) receives weekly PETS lessons covering 6 thinking skills:
  - Convergent thinking: deductive logic and analytic thinking
  - Divergent thinking: Creative thinking and inventive thinking
  - Visual spatial perception
  - Evaluative thinking
- ! 2<sup>nd</sup> grade (all students) receives weekly PETS lessons which extend the same six skills in a higher level
  - All 2<sup>nd</sup> grade students take the CogAT in the spring to screen for AIG eligibility
- ! 3<sup>rd</sup> – 5<sup>th</sup> grades: Pull-out for identified students (Ms. Burney)
  - Meet for 3 hours a week in the Resource Room, which is set up with special AIG activities.
  - Students complete multi-disciplinary unit that extend/enrich the grade level curriculum.
  - Emphasis is on crucial and creative thinking skills.
  - Projects will be evaluated with rubrics and narrative comments.
  - Progress reports are sent home at the end of each unit.
  - Ms. Burney serves as a consultant to the classroom teachers to assist with differentiation plans for these students.
- ! 6<sup>th</sup> grade: Pull-out program for identified students
  - Meet for 3 hours/week with Ms. Holland.
  - Students complete multi-disciplinary units that extend/enrich grade level curriculum.
  - Emphasis on crucial and creative thinking skills.
  - Projects evaluated with rubrics and narrative comments.
  - Progress reports sent home at the end of each unit.
  - Ms. Holland will serve as a consultant to classroom teachers to assist with differentiation.
- ! 7<sup>th</sup> grade: Pull-out program for identified students
  - Meet for 3 hours/week with Ms. Weeks.

- Emphasis on critical and creative thinking skills.
- Ms. Weeks serves as a consultant to classroom teachers to assist with differentiation.
- ! 8<sup>th</sup> grade: Independent study (to be determined)
  - Ms. Holland and Ms. Weeks will collaborate with the Middle School teachers to come up with appropriate extension projects that students can complete independently.
  - Students will meet weekly with either Ms. Holland or Ms. Weeks to do social/emotional activities and report progress on independent projects.

The Resource Room has been transformed into a special space for not only the AIG students, but also for Spanish, Mountain Roots, and Lisa Malaquin-Prey as Instructional Coach.

Future plans - Ms. Burney plans to:

- ! Do some parent nights and teacher workshops on working with gifted students
- ! Involve these children in clubs and/or education competitions that support their gifts.
- ! Expand the Kindergarten PETS
- ! Expand 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> grade AIG to a full day (5 hours)
- ! Have a dedicated Middle School teacher
- ! Expand or obtain additional classroom space

Budget needs:

- ! There is now a budget line for annual testing, which costs in time and materials
- ! There is also a budget line for curriculum resources and consumable supplies (right now, Ms. Burney provides some of these herself.)
- ! It would be really great to send staff to the NAGC conference (or other similar conferences) every other year for professional development.

Right now, the AIG program is serving 23% of our school's population; we only expect that to increase. This is becoming a very important program for BA-CFA.

Coty Ferguson asked the AIG students who were attending the meeting to come up to the table and talk to the Board members. He asked them if they knew what our job was...and then he explained that we were there to support the students, the teachers and Mr. Duncan and to help the school. He then asked the students what they liked about the AIG classes. Some said that the classes helped them get introduced to themselves in a different way. Some said they were learning what they could do to help themselves learn. Then he asked what would make the program/classes better – they all said having MORE of it.

Then the students showed the Board some games they use in their pull-out classes and the word acrostic poems that they wrote.

**Opportunity for public comment:**

None

## **PTO: Aimee Bush, President**

### Financials:

- ! Total Revenue: \$2,234.33
- ! Total Operating Expenses \$1,071.93
- ! New Acct Balance after Activity - Checking \$3,616.02
- ! New Acct Balance after Activity - Savings \$1,000.00

New Spend was mostly for Lunches and planning for Fall Festival, also 2nd grade used field trip funds.

Income allocated to Middle school committee for Zaxby's fundraiser and cake walk at Fall Festival.

### Past & Ongoing Events/Committees:

- ! PTO held its second meeting on Sept 26th, after the Ted Talk. We had 0 participants on the phone but we did have 14 people attend, include Mr. Duncan.
- ! Box tops contest is ongoing; we already submitted our first package on Sept. 25th, which was National box tops week. We collected 4189 in Sept, for \$418.90 in donations to school. We will continue contest until Oct. 25th.
- ! The first Fall Festival held on our campus was an amazing success! We are working on thank you notes to our supporters and volunteers currently, and want to express our appreciation of the great turnout for the event. We had DOGS (dad committee) help with set up/parking and take down, and many parents helping with all the games and ticket sales. We took in over \$1800, and the profit was \$405 for Middle school committee on the Cake Walk/50-50 raffle, and about \$1000 for the PTO to support field trips! This is not reported in the financials, since we did not make the deposit until Oct.
- ! Past donors received invitations to join us for the Fall Festival. Zaniac provided items to raffle off! We need to follow up with those donors and see if they are willing to buy a banner for the gym.
- ! Teacher appreciation: 5th grade supported the Oct. staff meeting this past week with an Apple/Fall theme and lots of treats!
- ! We are currently planning our Halloweenfest booth for City of Brevard. We are sourcing hay, pumpkins and décor for our Pumpkin Pinball Game, and will be requesting volunteers to help that day along with some Americorp volunteers. We look forward to another great BA turnout!

### Upcoming Events:

- ! We kicked off our Fall FUNdraiser on Oct 6th, the students are selling cookie dough and items from the Believe catalog. It will be completed on Oct. 19th. This is our big fundraiser for Field trips. We will report our total earnings at next meeting.
- ! Cookie dough will be delivered on Nov. 16th.
- ! DOGS (Dads of Great Students) committee will meet on Tuesday, Oct 10th @ 6pm at Oskar Blues.
- ! Next PTO meeting will be on Oct 23rd at 5pm. It will be right before Halloweenfest, so we hope to completely fill our volunteer needs.
- ! We are planning another Zaxby's night on Nov 7th in Brevard. The last event was very successful for Zaxby's and BA-CFA students enjoyed helping serve customers.

**Financial report: Nick**

We received more for Title I funding than was anticipated -- the original amount was \$55K, and we received \$64K, which is great news. We also received a Small Rural Schools grant for approximately \$35K.

Our Average Daily Minimum (ADM) came in on day 20 for 381 students, and our budget is based on 375 students. The per-student ADM dollar amount also came in at a higher rate from the state. All of this is really great financial news and we appreciate Ted's planning on a conservative number to keep us within our budget.

We are exploring the possibility of a USDA loan for taking on the financing of our property and building ourselves instead of through CF Properties.

**Director report: Ted Duncan**

Good News

- ! Katie Gibson won the Golden Leaf award!
- ! We participated in the United Way's NFL Character Playbook with our 6th grade. We are one of 10 schools chosen in N.C. to participate.
- ! We are participating in our annual Pink Out for the Hope Chest. We will be in all pink on Friday.
- ! Brevard College (through Board member Lee Burgess) providing volunteers in 6<sup>th</sup> grade to work on goal setting.
- ! We will hold a student vs. staff flag football game on October 18 to raise money for the United Way. The question was raised, why do we raise money for United Way? The answer, because they do great things for schools and education, and we want to give back to one of our community partners.

Enrollment

- ! At this point, enrollment in grades 3, 7, and 8 is closed.

Grade	Enrolled in PS
K	52
1	46
2	49
3	44
4	50
5	50
6	37
7	29
8	24
Total	381

## Academics

- ! CK Night for 4th and 5th grade planned for 10/26.
- ! We have hired a intervention person for grades 3-5, and those services for math in grades 3-5 have begun.
- ! We have amended our Compass goal from last year to 50-60 minutes. Please see the Compass Learning goals below.

## Advertising

- ! White Squirrel Radio--I completed the radio interview on Thursday, October 5. Ms. Kimberly Best went with me. We discussed curriculum and our community partnerships.

## Compass Learning

<b>Ave.Score</b>	9/25-10/1	10/2-10/8
<b>Grade K</b>	74	78
<b>Grade 1</b>	85	83
<b>Grade 2</b>	79	73
<b>Grade 3</b>	78	73
<b>Grade 4</b>	75	78
<b>Grade 5</b>	75	75
<b>Grade 6</b>	86	86
<b>Grade 7</b>	80	56
<b>Grade 8</b>	83	71

## Facility

- ! The pump track is installed.
- ! We will remove the port-a-potty at the end of the month.
- ! We have some tree work that needs to be done on the back of the property. We are trying to recruit some volunteers to help with this.

## Transportation

- ! We have added stops at Mills River CVS and Hendersonville Boys and Girls Club. We are looking to secure a driver. Mr. Duncan suggested we not sell any of our buses until the end of the school year.

## After-School

- ! After-School total is ~ \$8,132 for the first quarter.
- ! We are still averaging between 25-32 students each day. We hope it continues!

## Safety

- ! We are updating our Emergency Response Team members.
- ! We are looking into funding for an SRO (Safety Resource Officer) on campus.

## Athletics

- ! We will participate in the Flag Football Championship on 10.10.17 at Shining Rock.
- ! We will host the Cross Country Championship on 10.16.17.
- ! "Girls on the Run" has started.
- ! We are advertising for a Boys' Basketball coach.

**Community**

- ! We will hold our first Bridge to Wellness Seminar on October 17.
- ! We will have flu shots on October 26.

**Long Range Planning**

- ! We will need to begin planning for the 2018-2019 school year at our larger student number for budgetary and infrastructure needs.

**Team CFA report:**

None

**Committee reports:***Facilities: Adrienne Casteen*

- ! We are getting a bike rack so that students (bike team) can have a place to put and lock up their bikes.

*Fundraising: Nick Iosue*

- ! No report

*Long Range Planning and Visioning: Zia McConnell*

- ! We are going to have a Board work session to discuss the how we are going to work on the growth of our school, and how that will change our finances and our infrastructure.

*Board Development, Policies and Procedures: Adrienne Casteen*

- ! First-reads from last month have been completed. The next set of first-reads will be in the Governance section, and will be placed in the Board first-read Google folder.

**Motion:** A motion was made by Zia to approve the following first-read documents:

- ❖ Grievance policy and procedures
- ❖ Teacher/Staff Meetings and Workdays
- ❖ Length of School Day
- ❖ Electronic and Telephonic Communications
- ❖ Anti-Discrimination
- ❖ Medication Administration

Adrienne said we need to remove the word "origin" from the Grievance policy. With that change, Adrienne seconded. Unanimous vote -- **Motion carried.**

**Old business:** None**New business:**

- ! Restructure of the Board:  
With Warren Alston no longer on our Board, we need someone in the position of Treasurer, and as a banker, Nick brings the skills we need to this position. Nick is open to moving to being Vice-Chair and Treasurer. (A Chair cannot hold two officer positions, but a Vice-Chair can.) This means Adrienne Casteen would move to the Chair position from the Vice-Chair position which she currently holds.

**Motion:** A motion was made by Coty to have Adrienne Casteen as Chair of the Board, and Nick Iosue as Vice-Chair and Treasurer. Jim seconded. Unanimous vote -- **Motion carried.**

- ! Curriculum materials:
  - Mr. Duncan requested \$1600 for Core Knowledge Geography and History (CKGH) curriculum materials.  
**Motion:** A motion was made by Zia to approve \$1600 for the purchase of the new Core Knowledge Geography and History curriculum materials. Lee seconded. Unanimous vote - **Motion carried.**
  
- ! Bus repair:
  - Mr. Duncan requested \$3000 for a new transmission for Susan B. Anthony. We bought this bus last year from Henderson County. Although it is the most expensive option, I think we should go with a transmission with a warranty. The warranty is for 2 years on the work that is completed. This will allow us to keep two buses as spares for the year. We could begin to advertise selling one of the spares in April.
  
  - Coty asked what the 2 older buses used for. At this point, they are there for emergency usage. Coty mentioned that it would be good to run them periodically, as vehicles need to be run, and not just sit. This is 1/3 of the current budget line...we may have to come back and amend this.  
**Motion:** A motion was made by Zia to approve \$3000 for the repair and warranty (2 year) of new transmission for the Susan B. Anthony bus. Jim seconded. Unanimous vote - **Motion carried.**
  
- ! Crisis Prevention Intervention plan:
  - This is the plan that is used to de-escalate serious behavior issues. This plan had been approved, but amended text has been added to the plan to make it more relevant, and the Board received the additional verbiage needed to update the plan standards. (It was noted that the plan is hard to read as it is currently formatted.)  
**Motion:** A motion was made by Zia approve the CPI plan with the amended text. Coty seconded. Unanimous vote - **Motion carried.**
  
- ! USDA loan:
  - Nick has done some research, and it is possible that we may be eligible for a USDA loan to help us with the mortgage on our property and school building. It is a 3½ % interest for the entire life of the loan. We will work with a local bank to cover the rest of the amount needed to finish out the loan.

#### **Next Meeting:**

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

#### **A short break (10 minutes)**

#### **Closed Session: Personnel**

**Motion:** Nick 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. Unanimous vote -- Motion carried. The Board entered into Closed Session at 6:29 p.m.

**Motion:** Zia made a motion to come out of Closed Session. Jim seconded. Vote was unanimous. **Motion carried.** Time: 7:02 p.m.



**Motion:** A motion was made by Jim to approve a Christmas bonus (\$15,000) for staff. Nick seconded. 7 ayes; 1 nay -- **Motion carried.**

All Board members will check their calendars for 9:30 a.m. November 2<sup>nd</sup> work session for Long Range Planning.

**Adjourn:**

**Motion:** Nick made a motion to adjourn. Jim seconded. Meeting adjourned at 7:03 p.m.