

BREVARD ACADEMY – A CHALLENGE FOUNDATION ACADEMY

Board of Directors Regular Meeting

November 9, 2016, 5:02 p.m.

Brevard Academy Campus

Chair: Nick Iosue

Secretary: Ashleigh Dalton

Members present: Nick Iosue, Ashleigh Dalton, Adrienne Casteen, Amy Knight, Jim Bishop, Warren Alston and Zia McConnell.

Administration present: Ted Duncan

The regular meeting of the Brevard Academy Board of Directors was called to order by the Chair at 5:02 p.m. A quorum was present.

Pledge of Allegiance was led by Nick Iosue.

Approval of Agenda:

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

Consideration and Approval of Minutes:

Motion: A motion was made by Zia to approve the October regular meeting minutes and the October special meeting minutes with the noted changes. Ashleigh seconded. It was a unanimous vote -- **Motion was carried.**

Public Comment: There were none.

Opportunity:

- An opportunity was presented to the BA Board by Chrissy Sibley.
- Chrissy is the director of Project MARS.
- Project MARS is seeking to grow their program into Transylvania county.
- AmeriCorps is part of Project MARS
- For \$7200 a member will be assigned to the school for the position of School Engagement Coordinator
- The member will be assigned to the school for 40 hours per week for the school year and a summer program.
- The member will have to have a four-year degree.
- The Mars program tries to seek in the local community for an AmeriCorps member to be part of your school program teacher's assistant. They can recruit mentors and volunteers and go through.
- Project MARS is part of the Big Brothers Big Sisters of Western North Carolina.

Teacher's Report: First grade - Ms. Stirling and Ms. Geer-Hardwick.
Four children presented Singapore math to the board.

PTO Report: Charlotte Shackelford

Finances

-Copy provided to the Board.

Past Events

- PTO Meetings
 - o The meetings continue to be well attended each month. Additionally, many committees meet separately each month to plan on-going events.
- HalloweenFest (10/29/16)
 - PTO hosted this event and it was a HUGE success!! We have already committed to this event for future years.
- Pizza Mondays
 - o Continue to go smoothly and we have volunteers secured to assist us each Monday through December
- Committees Updates
 - o **Staff Appreciation**
 - Provided nacho bar at staff meeting for “nacho average teachers”
 - Introduced the Golden Apple Award (monthly peer nominated staff recognition award)
 - o **Middle School**
 - Monthly social events planned throughout school year
 - ! **November**
 - o Friday, November 11th 12-2:30pm (no school)
 - o Bowling and Lunch at Rockin' Bowl in Brevard
 - ! **December**
 - o Friday, December 16th 6-8:30pm
 - o Winter Social: bonfires/marshmallows, hot chocolate and a movie in the gym
 - ! **January**
 - o Friday, January 13th from 6-8:30pm.
 - o Minute To Win It Game Night
 - ! **February**
 - o We will hold a service event this month. Due to the coordination with our service partner (still TBD), the date has not been chosen.
 - ! **March**
 - o Friday, March 10th 6-8pm (half day of school/parent teacher conferences)
 - o Spring Dance
 - ! **April/May**
 - o We plan to hold an event during this time period, but will wait to confirm details of school events before setting date.

- **BoxTops**
 - During our competition in October, we were able to submit 6,579 BoxTops! The check will be issued directly to the school, but will be set aside for the field trip fund.
- **Mission & Vision Statement**
 - The existing by-laws and mission statement were discussed and revised. See attached.

Upcoming Events

NOVEMBER

- 11/16- Fall Family Night
 - Bingo and Dinner (Bingo prize baskets in hallway!)
 - Uniform Consignment Sale
- 11/2- Otis Spunkmeyer Cookie Dough Fundraiser
 - Forms sent home 11/2, returned 11/14, cookie dough will be dispersed on December 7th

DECEMBER

- 12/3- Twilight Tour (Elf Workshop)
 - PTO will host the elf workshop and provide a craft table for children waiting to have their picture taken with Santa

Current Needs

- Approval of Promotional Items (with allotted \$1200 budget)
- Volunteers from the board for upcoming events!

Financial Update: Warren Alston.

There are no changes to make or vote on tonight. No budget amendments. Warren did state that as of October 31 we are operating with a budget surplus of \$81,005.67. Our true fund balance is \$779,300.17 from our initial disbursement from the state. Our anticipated position at the end of the fiscal year June 30, 2017 will be \$860,305.84.

Directors Report: Ted Duncan

Teacher Spotlight--First Grade Math

Enrollment

Grade	Current Enrollment	Possible Seats
K	39	
1	41	

2	33	
3	40	
4	47	
5	34	
6	38	
7	29	
8	23	
Total	324	

Advertising

White Squirrel Radio--I completed the interview on 11/2 and focused on our community involvement (Hope Chest Fundraiser, Unicef in 4th Grade, and United Way Kickoff). We will need new copy for the weather spot.

Buses--We got our quote from Fast Signs. We will continue to pursue other quotes as well. We will vote on the names of the buses this week.

Gym Banners--We are ready to move forward with our gym advertising. I mentioned this in my spot on WSQL. I will speak about this at Fall Family Night as well.

Fundraising

Gym banners for advertising prices below:

Small sell at \$300 for a \$99 profit/year 1 and \$150 profit/year 2+.

Medium sell at \$400 for a \$141 profit/year 1 and \$200 profit/year 2+.

Large sell at \$500 for a \$183 profit/year 1 and \$250 profit/year 2+.

We have been approached by a Quaker group to use our facilities. I have included a rental fee based on local LEA rental policies.

Spirit Wear is posted on our website for purchase. Coach Jones worked with BSN sports to design these items.

Academics

We visited Thomas Jefferson to see how they are improving their math scores. We shared findings with the staff via the math team. We will continue to monitor our math program and make adjustments as necessary.

We completed our mandatory CKLA testing and NC Check In testing on November 2. Students earning A Honor Roll, AB Honor Roll and Bulldog Honor Roll will be recognized at Morning Assembly and in TT Times.

First quarter reports will go home on November 9.

I am sending monthly Home School connections to help strengthen the school home partnership.

Compass Learning

Students are showing growth in Compass learning. Our data from last year and this year, shows great opportunity for improvement in achievement. I have provided a copy of the Compass report to the Board.

Personnel

Teacher observations have begun. I should complete an observation on all teaching staff by the end of the semester.

Transportation

Buses--We have expanded our bus service to include a Boys and Girls Club bus. This is beneficial for both the students and the staff at B&G.

We may need to think about purchasing two more buses to replace/supplement Teddy and Rosa as they have failing instrument panels.

After-School

We have established 2 clubs to enhance our after school opportunities: Coding via Minecraft and Drama.

Safety

We will complete our first lockdown drill. Brevard PD was on campus to help troubleshoot any issues with the lockdown and strengthen that relationship.

We are reviewing our walkie talkies and determining how to best reallocate the current walkies. We may need to order new walkies.

We have posted gun free, tobacco free, and drug free zone signs.

We need to purchase a bus entrance only sign on the road off of Glade Creek.

Based on available funds, I will purchase a sidewalk sign to advertise things such as early dismissals and evening events. The cost is roughly \$300.

Athletics

Basketball practice has begun and our basketball equipment is installed. We are excited for the season to start. The first game was November 8, 2016.

We have purchased a tabletop scoreboard for the gym.

Field Trips

NA

Community

Hope Chest--We raised over \$1054 for the Hope Chest during our Pink Out.

We will have a hat day in order to close out our United Way Fundraising. The hat day will take place on November 10. It will cost 25 cents for a student to wear a hat and we will choose a local charity to donate the money to each quarter.

We have representation at the Early Childhood Initiative, Christina Cison, to see how we can partner and help to support county initiatives.

Team CFA Report: Warren Alston and Jim Bishop.

Team CFA has a new mailing address which is in Charlotte, 9935D Rea Road, Suite 167, Charlotte, NC 28277. Gregg Sindors is the NC state director. Keynote speaker at the Team CFA conference in Montana this summer will be Ron Clark. Team CFA will subsidize about \$1300 per person, so Brevard Academy will need to think about further funding for this trip to Montana. There is a new school in Wilmington, which should be up and running for Team CFA 2017-2018. Total Team CFA schools in North Carolina are currently 12. Couple of new schools near Raleigh should be associated with Team CFA for 2018-2019. Meetings have been in Gaffney, South Carolina to begin looking to get charter school movement into South Carolina. Team CFA likes to track student growth academically, which is performed through Compass Learning. So, Team CFA wants to encourage students to work in Compass Learning as much as possible. Team CFA also states that there are better results when children are in Compass Learning for longer periods of time. There is a board training this Saturday at Lake Lure. Jim stated that the trainings are really focusing on strategic planning.

Committee Reports

Facilities: Adrienne Casteen

An organizational facilities' committee meeting took place to try to establish the process of when there is a need all the way to funding. Facilities committee needs additional volunteers. Looking for new volunteers for exterior work to facility, anyone that has experience in exterior work, people with construction or environmental background, or if you just have a love of volunteering for our facility. A plan is being made for a school wide volunteer day-these volunteer days will be spread out throughout the school year and they will emphasize different tasks each volunteer day. Nick had asked about the gravel at the exit onto Glade Creek and Warren said that he would call to check up on this issue.

Fund Development and Public Outreach

Grants: Amy Knight

Amy stated that Facilities committee will work with Grants committee to apply for appropriate grants for funding of projects. Grant committee is not fully formed at this time.

Nick noted that his employer, Entegra Bank, has agreed to sponsor Brevard Academy \$1000.00 per year for the next five years.

Capital Campaign: Ashleigh Dalton

Some people from the BA community have been meeting to brainstorm about the Fundraising committee. Sign-up to volunteer for Fundraising and other Board committees will be available Fall Family Night. Volunteers are needed for the Fundraising committee, please contact Ashleigh Dalton. Fundraising committee will focus on an annual event and a non-fundraiser fundraiser. The capital campaign will focus on monies used for the facility from this point forward.

Warren stated that Capital campaign is very important to have in place to secure our own financing for our school in the years ahead.

Long-Range Planning and Visioning:

Zia McConnell stated that she and Adrienne are going to get together and organize all of our files and paperwork that are on the computer so that we know exactly where past paperwork can be readily accessible to all board members and the director.

Business

Old Business:

- Contract for the HVAC motion was made at the special meeting in October. The motion was made to approve Mountain Air for HVAC system. The name of the company was not correct.

Motion: A motion was made by Adrienne to approve the contract for Horizon for the HVAC. Zia seconded. Unanimous vote. **The motion was carried.**

- Coty Ferguson. Zia has been in contact with Coty to write a letter in order to be part of the parks expansion within the county. Coty stated that they are trying to figure out some details and will let Zia know when to write the letter and who to send it to.

New Business - Zia

- Uniforms – Zia said that she has been the rep for uniforms for Brevard Academy for Lands End. It has been brought to Zia's attention that Lands End is not offering a winter coat for Brevard Academy. Zia said that she is going to contact Lands End to find out if there are options for us. Currently, we do have T-shirts and sweat shirts for sale at the school for purchase. But overall, Zia may need to revisit the uniform policy and Lands End does have sales throughout the year for logos and for general percentages off your purchase.
- Snowplow. Currently we have two estimates for snow removal this winter. Warren wants to look into one other option. Tabled until next meeting.
- Automated Lunch Program:

Ted is asking for approval for \$1200 for the software. The software has not been exactly determined, but \$1200 is a ballpark of how much the software does cost and this will move the payment for lunches to online.

Motion: A motion was made by Warren to approve \$1200 for the software for the automated lunch program. Adrienne seconded. It was unanimous vote.

Motion was carried.

- o Signage:

Ted asked for \$3000 for signage for the three new buses.

Motion: A motion was made by Zia to approve \$3000 for the signage for the three new buses. Warren seconded. It was unanimous vote. **Motion was carried.**

- o Mountain Roots Summer Program:

This is going to be moved to closed session.

Break: Time is 6:15 p.m. This is a break for 10 minutes and then we will reconvene for a closed session meeting.

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 and contract matters. Zia seconded.

Motion carried. The Board entered into Closed Session at 6:23 p.m..

Out of closed session:

Motion: A motion was made to come out of closed session by Zia. Warren seconded. Unanimous vote. **Motion was carried.**

Time: 6:52 p.m.

Motion: A motion was made by Warren to approve \$7200 for AmeriCorps worker for Brevard Academy starting immediately. Amy seconded. It was a unanimous vote.

Motion was carried.

Motion: Motion was made by Warren to use Ted's proposal to bring the noncertified personnel pay rate to their longevity. Adrienne seconded. It was unanimous vote.

Motion was carried.

Adjourn:

Motion: A motion was made by Jim to adjourn. Zia seconded. It was unanimous vote. **Motion was carried.**

Meeting adjourned at 6:54 p.m.