

BREVARD ACADEMY – A CHALLENGE FOUNDATION ACADEMY

Board of Directors Regular Meeting

January 14, 2013, 6:30 p.m.

Conference Room, Brevard Academy Campus

Chair: Frank Prince

Secretary: Zia McConnell, present

Members present: Warren Alston (Vice-Chair/Treasurer), Stewart Marshall

Administration present: Tony Helton

Guests: Jennifer Bray (Acadia NorthStar)

The regular meeting of the Brevard Academy Board of Directors was called to order by Frank Prince at 6:37 p.m. A quorum was present.

Approval of Agenda:

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

Consideration and approval of minutes:

Motion: A motion was made by Warren to approve the meeting minutes from the December 10th, 2012 regular meeting. Stewart seconded. Unanimous vote -- **Motion carried.**

Chairman's remarks:

Frank welcomed everyone to the meeting.

Public comment:

None

PTO report: No report.

Financial Report – Jennifer Bray (see attached)

The recommendations from Jennifer are as follows:

- To add a budget amount to the Revenue side to balance out Contributions & Donations expense side. These line items came from the bonuses to the teachers from the Board.
- We did not expect to have anyone from Buncombe County attending BA-CFA this year, but one was added for a few months (student has since left), so there should be budget dollars from Buncombe County for that time period.
- We need to increase our substitute teacher expense line. There was so much unusual illness at the beginning of the year, we depleted our original budget amount, and need to be realistic about needing substitutes for the rest of the year. So, the recommendation is to add a total of \$6910 to this expense line.
- Add an expense under Salary: Bonus to balance out the revenue side of Contributions & Donations.

After discussion of these recommendations, the Board members decided to table until January the Contributions & Donations Revenue/Expense lines until clarification was given as to the exact amount given to teachers, and what percentage was taxes and social security. Jennifer will go back and pull together the correct numbers and email us.

The Buncombe County amount of Revenue will also be tabled till January until an exact amount can be determined.

Motion: A motion was made by Warren to approve adding \$6910 to the substitute teacher expense line. Zia seconded. Unanimous vote -- **Motion carried.**

Director's report – (see attached)

As of now, we have 195 students enrolled.

Mr. Helton covered the results of the Fall MAP tests. He will send a report on our standing with the Team CFA schools with regard to NWEA testing.

Ms. Best is the MAP testing coordinator/head.

The students are testing again this month, and the results will be available by the February Board meeting. Here we will get a feel for how our students have improved.

Teacher Representative report – Camy Stirling (see attached)

Camy gave a run-down of what is happening in the all the grades throughout the school.

The 100th day of school is the 23rd of January, and the students K-3 are gearing up for lots of activities surrounding the day.

1st & 3rd grade held the seventh annual food drive, and brought in 612 (563 items) pounds of food that was donated to the Bread of Life Soup Kitchen in Brevard.

(See Ms. Stirling's report for the details for each grade.)

On Friday, January 25th the 7th & 8th graders will put on a Core Knowledge program for the school. This program will be Math & Science focused.

Team CFA report

No report – Joan was unable to attend the meeting.

Committee Reports:

Finance Committee: Warren & Zia

- The need to replenish the Board checking account was discussed. This account has been used to purchase uniform T-shirts (for re-sale), and the Band uniform shirts, and the Staff/Teacher bonuses. However, we have not had a fund-raising event to replenish what has been spent out of that account.

Long Range Planning and Visioning: Joan, Zia

- Nothing to report at this time.

Public Outreach/Fundraising – Warren Alston

- Nothing to report at this time

Personnel: Zia

- Nothing to report

Board Development, Policies and Procedures: Stewart

- Nothing to report.

Facilities

- Nothing to report at this time.

Old Business

We need to have new Board members; need community members. Ongoing.

New Business:

None

Next Meeting:

February 11th, 6:30 in the Hoepfner-Scott Conference Room on campus.

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 property acquisition. Zia seconded.

Motion carried. The Board entered into Closed Session at 7:35 p.m.

Motion: Warren made a motion to come out of Closed Session. Stewart seconded.

Motion carried. Time: 8:52 p.m. **No action was taken.**

Adjourn:

Motion: Warren made a motion to adjourn. Zia seconded.
Vote was unanimous. **Motion carried.**