

BREVARD ACADEMY – A CHALLENGE FOUNDATION ACADEMY

Board of Directors Regular Meeting

January 12, 2015, 5:45 p.m.

BA-CFA Conference Room

Chair: Warren Alston

Secretary: Zia McConnell

Members present: Stewart Marshall, Laura Thomas, Nick Iosue

Administration present: Barbara Grimm, Camy Stirling

Guests: John Lanier – Transylvania Times

The regular meeting of the Brevard Academy Board of Directors was called to order by the Chair at 5:45 p.m. A quorum was present.

The Chair welcomed everyone, and the Pledge of Allegiance was led by Christian Wilborn.

Warren presented Frank Prince with a plaque thanking him for all of his work on the Board of BA-CFA. This meeting will be Frank's last meeting as a Board member, but he hopes to continue to be involved through work on committees.

Approval of Agenda:

Motion: A motion was made by Stewart to approve the agenda, with the correction of the year being 2015, not 2014. Laura seconded.

Unanimous vote -- **Motion carried.**

Consideration and approval of minutes:

Motion: A motion was made by Nick to approve the 12/15/14 regular meeting minutes with some slight wording changes suggested by Stewart on page seven under *Old Business: Bullying Policy*. Laura seconded. Unanimous vote -- **Motion carried.**

Public Comment: None

PTO report: Barbara Grimm reported for the PTO

- PTO's next meeting is this Thursday
- PTO bought snacks for all the students doing MAP testing this week
- There will be an in-house field trip from PARI – they will bring an inflatable planetarium for students to view. PTO paid the entire fee for this.
- PTO sponsored a really nice Teacher Appreciation luncheon in December – the teachers really enjoyed being together and sharing good food.

Teacher report: Camy Stirling

Camy reported to the Board that all of the teachers expressed their thanks for the bonuses that were handed out at the Staff Christmas luncheon celebration in December.

Camy handed out the overall report showing what each class is currently doing. Then the Board heard from Ms. Clanton, the 5th grade teacher on the new Core Knowledge Language Arts (CKLA) and Ms. Corn & Ms. Shober from Exceptional Children (EC).

Fifth Grade:

- They have studied units with personal narratives and poetry. There are workbooks that go along with the text books. It is designed to cover about 3 weeks per workbook. They have had a unit on Maya, Inca, Aztecs as well as The House on Mango Street. The House on Mango Street is broken into vignettes (one of the vocabulary words) and there are lots of similes and metaphors in the story. The class talked about what dialogue is between characters, and did an exercise of putting quotes around the dialogue in the story. The students also each got to rotate “parts” – they were sometimes the director, actors, and stage hands – then they broke into groups and shared their various interpretations.
- 5th grade also does novel studies, so that Language Arts isn’t the same every day.

The question was asked about the cost of the CKLA workbooks – it was all purchased as one big first time block this year, with the textbooks, but the consumable workbooks will have to be factored in to the budget each year going forward.

EC:

Ms. Corn described her experience and level of expertise saying that she has written individual service plans for people in the community; she has experience personally with a child with autism; she is lateral entry into the position, but is working on a Special Education degree and Masters.

Ms. Shober has been working in Special Education since 2003. She is dually certified K-12 and K-6. She has the most experience and knowledge in the area of autism.

Between both of these teachers, they have 25 students (8 students in 5-8th grades/ 11 students in K-4th grades that are certified E.C.) Outside of the EC students, are students who are designated as 504s. The school receives no funding for 504 students. These are students who might need one-on-one modified assignments or accommodations for testing. The teachers monitor these students in the classroom, and report and discuss the research-based interventions and progress with the EC teachers.

True EC students have Individualized Education Plans which are plans designed for those students who cannot keep pace with the other students in the classroom even with intervention. EC students are the students that the EC teachers see every day. Those students might also be receiving other services like speech therapy or occupational therapy. To be designated as an EC student, a diagnosis has to be made by a certified professional and an IEP must be created tailored to that student’s needs.

An IEP has annual goals that are defined by the EC teachers. The progress on these goals is a team effort involving the teachers, the student, and the student’s parents. An IEP is good for one year, and then the team meets to review the progress and alter the IEP as necessary.

Every 3 years, the students and their IEPs are evaluated by an outside source. For BA-CFA, Western Carolina University does those evaluations.

The goal and desire is to move a student from an IEP situation to a standard classroom setting.

For a student to function well in a regular classroom environment is the ideal that the EC teachers and IEP teams are striving for.

Of BA-CFA's student population, 9% are EC students. The question was asked, why do we have more than the norm in this top tier? Our school handles students with concern and care and we are another option to the traditional school system.

EC monies that the schools receive from the government are on a per student basis and the money allotment for each EC student is higher than for non-EC student.

The paperwork associated with the recording the progress for each EC student is critical – the reporting is rigorous and must be exact for each student due to fact that there is government funding provided for each EC student.

Director report: Barbara Grimm

Enrollment

- December enrollment was 245. WE now stand at 243. We lost 3 students (one moved to another city, one chose to go to another school after a younger sibling was born due to the proximity to another school, and one could no longer provide transportation to BA-CFA from Mills River.) and gained one (family moved to Brevard from Charlotte).

Recruitment

- Week of January 5-9 – Letters of intent went home to current families; 15 siblings that will be entering Kindergarten have been identified
- January 12- March 15th - Open Enrollment
- School wide Open House- January 20th, which is a holiday for the other Transylvania County public schools. There will be another on March 27th if needed.
- Kindergarten Open House - Feb 19th and another in April (if needed). If we go over our capacity number, there will be a lottery on March 20th. 289 is our cap (as in the number of students for which we will receive money from the state.)

Advertising

- Lamar Advertising - 4 billboards have been placed in strategic locations on Highway 64 on the way to Hendersonville; and on 64 going toward Rosman.
- Ingles shopping carts – we have signs in Etowah, Mills River and Brevard
- Brevard Racquet Club – banners are being posted in the reception area as well as on the tennis court fences.

Academics*Remediation*

Ms. Wilborn is working predominately with 5th grade academic support. Ms. Chapman is now providing remediation with 1st - 4th grade students who require additional services and is helping with testing 504 students. We have hired an additional Orton-Gillingham trained tutor to help with another student who has reading deficits and Ms. Pierron will be adding two more individual tutoring sessions to her schedule.

Ms. Clanton and Ms. Hargis will be trading some classes – Ms. Clanton will be taking Ms. Hargis' 7th grade Social Studies. Ms. Hargis, the Singapore Math guru, will be taking Ms. Clanton's 5th graders for Math class.

MAP Testing

Our Winter Map testing will began today. In Ms. Cullipher's 6th grade class there was a 13 point gain! The rest of the MAP scores will be reported at the February meeting.

Professional Development

Singapore Math: Strategies That Work in Every Classroom - January 13-14, Raleigh NC. Crystal Holland will be attending.

Service and Community*Connection to the Community*

White Squirrel Radio Interview will be on January 6th the Kindergarten program was featured.

Parent Lunches

Friday January 23rd, will be our second "Food For Thought" luncheon to equip parents to better help their children. The topic will be on Differentiation in the classroom.

Parent Involvement Night

Monday, January 26, we will host a parent involvement night to help parents plug into all of the possible opportunities within the school. All will share pots of chili, cornbread, etc. and then kids will go over to watch a movie or play board games. A short presentation about levels of involvement will be given, such as once in a while volunteering, weekly volunteering, governing, tutoring, PTO, etc. Then, each organization would have a table and folks go to each table to discuss their participation in that area.

Athletics

Both of our basketball teams played in the conference tournament. The girls won the semi-finals and will play in the Finals this Friday. Winter sports banquet is on Wednesday, February 4th at 6 o'clock at Twin Dragons. The student/faculty game will be held on Wednesday, January 21 at 4:15 at the Rec.

Soccer and tennis schedules are being made and should be on website soon.

Bus

No work was needed on the bus this month. We used \$246.00 for gas during the month of December.

Financial Report:

We have a new Acadia North Star representative, and after she sent the finance report to Barbara, the new rep was out of the office, so none of these items could be discussed directly with Acadia North Star.

Three of the seven budget revisions will need to be postponed until we have more information and explanation from Acadia. Barbara will follow up with Acadia North Star and get explanations for these requests.

Listed below are the budget items requested:

- | | | | | |
|----|---------------------------------------|-------------------|----------|---|
| 1. | Revenue-various | Request to add | \$1500 | PNC credit card rebates |
| 2. | Revenue-IDEA VI-B Handicap -- 060 | Request to add | \$725 | Increase based on actual received |
| 3. | Expense: Line 1 Teacher assistant | Request to add | \$23,500 | Mr. Helton budgeted for 5 assistants, but hired 7 |
| 4. | Line 3 Student uniform expense | Request to add | \$500 | To match revenue |
| 5. | Expense: Line 8 Financial Services | Request to reduce | \$230 | |
| 6. | Expense: Line 8 Power School Services | Request to reduce | \$80 | |

Ms. Grimm said that the school does make a small profit on the in-house uniform T-shirts and sweatshirts. Here is a breakdown of the expenses/sales prices:

| Shirt type | Our cost | Selling price |
|----------------------|----------|---------------|
| Crew sweatshirt | \$11.95 | \$15.00 |
| Hoodies | \$14.99 | \$20.00 |
| Short sleeve T-shirt | \$5.00 | \$10.00 |
| Long sleeved T-shirt | \$9.00 | \$15.00 |

Motion: A motion was made by Zia to approve budget recommendations as presented and discussed. Nick seconded. Unanimous vote -- **Motion carried.**

Team CFA report: Laura Thomas

Laura had nothing to report, but Warren met with 8-9 of the teachers that will be going to the Team CFA summer conference in Denver. They are working now on their presentations (the theme is *Cresting the Ridge of the Mile-High Achievement*) which will be ready by April 30th. We will need to firm up the number for those from the Board who will be attending.

Committee Reports:*Finance Committee:*

- None

Fund Development & Public Outreach:

- None

Long Range Planning and Visioning: Zia

- The 5-year Rolling Strategic Plan with the new Mission statement along with the other necessary paperwork was emailed to Darrell Johnson the first week in January. We should hear if our new Mission statement is accepted by the end of the month. This does not help with marketing materials for the Open House on January 20th, but we simply have to wait.

Personnel: Zia

- None

Board Development, Policies and Procedures: Stewart

- None

Facilities:

- BA-CFA has a new lease for the 2015-2016 school year -- All of the lease items remain the same with the exception of the addition of the use of the building *French Quarter* for next year.
- The contract on the Hendersonville Highway property is being reviewed by CF Properties of Oregon.

Warren stated the having been in connection with CF Properties makes him proud to be a part of such a fine network of schools and organizations. With Properties help and expertise, our dream of having a new school should be realized in the spring of 2016.

Old Business:*Director Evaluation*

Zia will re-send the Director Evaluation tool developed by Team CFA for use by the network schools. Board members should review this document and come prepared with notes so that we can address any items of need with Ms. Grimm.

Anti-Bullying Policy

Stewart stated that he thinks the policy that Ms. Grimm built and presented at the December meeting is as complete as it can be with the exception of the cyber bullying piece. If it is discovered that cyber bullying is happening from a computer other than the school's equipment, how do we address that? The discussion by Board members was that if there were such a case, we would turn that information over to the proper authorities.

We need to have in the policy what action is to be taken if the Anti-Bullying Policy is violated.

We need to adopt the policy and make amendments as needed.

Motion: A motion was made by Nick to approve the Anti-Bullying Policy as presented in December. Stewart seconded. Unanimous vote — **Motion carried.**

Barbara will make all parents and staff aware of new policy. Kimberly Best will post it to the website. There will be training for the new policy addressed with staff, and there will be an annual check-off to show that the policy was covered with staff.

New Business:

Appointment of new board member:

Motion: A motion was made by Zia to appoint Amy Knight to the BA-CFA Board. Nick seconded. Unanimous vote — **Motion carried.**

Zia will send Amy all pertinent Board documents. Amy will need to be fingerprinted and her name and contact information will need to be added to the Board webpage on the school website.

Discussion ensued about using brevard.team email addresses.

Next Meeting:

The next regular meeting will take place on February 9th 2015 (the date has been moved up due to the President's day holiday) at 5:45 p.m. in the Brevard Academy: CFA Conference Room.

Adjourn:

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

Meeting adjourned at 7:16 p.m.