

BREVARD ACADEMY – A CHALLENGE FOUNDATION ACADEMY

Board of Directors Regular Meeting

April 8, 2013, 6:30 p.m.

Conference Room, Brevard Academy Campus

Chair: Frank Prince, out sick

Secretary: Zia McConnell, present

Members present: Warren Alston (Vice-Chair/Treasurer), Stewart Marshall (via call in), Joan Lange

Administration present: Tony Helton

Guests: Jennifer Bray (Acadia NorthStar), Jason Klonoski, Team CFA

The regular meeting of the Brevard Academy Board of Directors was called to order by Vice Chair, Warren Alston at 6:32 p.m. A quorum was present.

Welcome:

Warren welcomed everyone to the meeting.

Approval of Agenda:

Motion: A motion was made by Joan to approve the agenda with the addition of the Director's evaluation under New Business, and the removal of the Closed Session. Zia seconded. Unanimous vote -- **Motion carried.**

Consideration and approval of minutes:

Motion: A motion was made by Joan to approve the meeting minutes from the March 11^h, 2013 regular meeting with the addition of corrections that Joan sent to Zia via email for Team CFA. Zia seconded. Unanimous vote -- **Motion carried.**

Public comment:

Jason Klonoski introduced himself, and said the Team CFA was glad to be visiting to assist with the facilities review.

Ben Butler introduced himself; he is an English teacher from Thomas Jefferson. He has applied as a Team CFA fellow and is visiting BA-CFA

PTO report: (by Lisa Malaquin-Prey)

- April 19 & 20th will be the Spring Fling – 4-dark on Friday and 9-5 o Saturday. Vendors have been invited to have booths, and there will be fresh cooked BBQ plates for sale.

Financial Report – Jennifer Bray (see attached)

The budget amendments were discussed as they appeared in the budget report from Acadia NorthStar.

There were discussions regarding the following:

- Line 1 – Salary teacher – DOE (Dept of Education) request to add \$13,947.06
- Line 1 – Salary guidance – DOE request to add \$2,625.00

- Line 2 – Social Security – DOE request to add \$1,174.08
- Line 2 – State Retirement. DOE request to add \$1,1984.68
- Line 2 – Hospitalization – DOE request to add \$2,455.18
- Line 1 – Salary EC Teacher Assistant – request to reduce by \$5000.00
- Line 1 – Salary Office – request to add \$8,234.84
- Line 10 – Debt Service – Principal – request to add \$850.00
- Line 12 – Electricity – request to add \$7000.00
- Line 13 – Food Purchase – request to add \$50.00 (this is a coding issue)
- Line 16 – board Fun Expenses – request to add \$836.54

Motion: A motion was made by Zia to approve the budget amendments as discussed. Joan seconded. Unanimous vote -- **Motion carried.**

Director's report – (see attached)

School calendar for 2013/14 school year (see attached)

This calendar adds more minutes to each school day fulfilling the state's requirements for hours of instruction, rather than adding school DAYS to the calendar, which is a problem with us due to the constraints of the Music Center calendar.

Motion: A motion was made by Zia to approve the 2013/14 school calendar as proposed.(Note that Mr. Helton waited to see when the other Transylvania schools would be having their Spring break and had our calendar coincide) Joan seconded. Unanimous vote -- **Motion carried.**

Current enrollment: 193

Our auditor (Petway, Mills, & Pearson) caught the fact that we need to have an addendum to our lease with BMC. All charter schools need to have this addendum when they are leasing a facility. Warren signed the addendum on behalf of the Chair.

Teacher Representative report – Camy Stirling (see attached)

Camy gave a run-down of what is happening in the all the grades throughout the school, detailing the Core Knowledge topics covered, and also Music, P.E. and Art.

Week of the young child to be celebrated 4/15 - 19.Each day will have a different theme, and students will be encouraged to dress to fit the theme.

Core Knowledge program: 3rd & 4th grades presented their Core Knowledge Saying & Phrasing skits.

MAPS testing: the spring MAPS test will be on 4/15 – 4/24.

BETA club: the club collected over 600 cans during the Pi Day drive. The food was donated to the Bread of Life soup kitchen.

Kindergarten Open House: there will be 2 open houses for perspective students/parents; one on April 9th, and the other on May 9th.

(See report for details on what each class/grade and specials are doing.)

Team CFA report

Joan Lange reported on the Around the Network piece that came out and was sent via email. Jason Klonoski's wife works on that and sends it out, so Kimberly & Tony will get photos to her of the events going on at BA-CFA, so that we can share with our fellow Team CFA schools.

The Annual Team CFA conference will be held in Indianapolis this summer June 19-21st. Joan will provide a direct deposit at the May meeting to cover those attending the conference.

Committee Reports:

Finance Committee: Warren & Zia

- Possibility of jackets with logos for sale

Long Range Planning and Visioning: Joan, Zia

- The 5-year plan will be reviewed and updated at the July retreat. The date for the retreat has been set as July 23rd, at Frank's Prince's office.
 - The annual school meeting is in June; we need to check with BMC to see if we can use French Quarter, or the Alumni House. The meeting needs to be advertised as the annual meeting so that parents know.

Personnel: Zia

- Director evaluation results; closed session discussion

Board Development, Policies and Procedures: Stewart

- Nothing to report

Facilities

- The search continues for available sites

Old Business

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

White Squirrel Festival application – we will not participate this year. Same with July 4th – it is a lot to get people to come to such things in the summer and in May when it is a crazy time right before school gets out. We will work to get our name out in the community in other ways.

New Business:

Joan will email the Director Evaluation that Team CFA uses, and we need to fill it out and get it back to Zia so that feedback can be presented to Tony before May 30th.

Next Meeting:

May 13th, 6:30 p.m., BA-CFA Conference Room

Adjourn:

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