

**BREVARD ACADEMY: CFA BOARD OF DIRECTORS REGULAR MEETING**

**Meeting Location: BA-CFA Campus (Gym)**

**Wednesday, March 14, 2018 – 5:00 p.m.**

The Mission of Brevard Academy is to prepare its students to achieve academic excellence through the Core Knowledge Sequence. Through a partnership involving students, teachers, and parents the school strives to create citizens with strong moral character and active intellectual inquiry.

**AGENDA:**

I. Welcome

Board Members in attendance: Adriene Casteen, Nick Iosue, Julie Gaston, Ashleigh Dalton, Coty Ferguson, Jim Bishop, Lee Burgess

II. Pledge of Allegiance

Students from aftercare led us in the pledge.

III. Chair's remarks

Adriene welcomes guests. Notes that all board members are present. Reflected on the sadness and fears that we all have regarding the shooting in Florida. The board and administration support prevention and crisis preparedness. We are continually reviewing our safety plan. Our protocols are dynamic by nature and we adjust them as needed. A community effort is required. We have invited an officer from the community to discuss an SRO for our school. We cannot disclose our entire plan for safety reasons.

IV. Approval of Agenda

Motion made to approve the minutes by Coty and seconded by Nick. Motion approved.

V. Approval of January 10, 2018 regular meeting minutes

Motion was made by Nick to approve the minutes with noted changes from Ashleigh. Second by Coty. Motion approved.

VI. Sheriff's Office Representative for SRO discussion

- Lieutenant Greg Stroup is an SRO from Rosman High school. The number of SRO's have grown - every public school has one except Brevard Academy. There is a total of 10. SRO's are mainly committed to the children. The bulk of the job, 95%, they are a resource for families and kids. During the course of the day, they hang out with kids, they ask them about their family life and school life. He gives his phone number to kids and offers to be available when they need him outside of school hours. He helps with resources for families. Familiar face really helps with trust. A safe environment is critical. Their hours are 7:30-3:30pm. 2 officers per after school event. They run a SHIELD program during the summer. There are 2 camps that run for 2 weeks each. The remaining summer is used for officer training. They will be in training one Wednesday morning each month. They teach DARE to the 5th grade and 7th grade. This is a 9 week program. It is optional. They do staff safety training, drills, and lockdowns. They perform a tactical site survey. We are the only public school in the county without an SRO.
- Nick discussed that we have applied for a grant.
- Nick made a motion to vote to approve an SRO for our school and Lee seconded. Motion approved. Unanimous vote was made to pay out of our budget for an SRO for the rest of the year.
- Coty discussed that the grant would fund ½ of the SRO for 2 years and we are seeking matching funding from the county.

VII. Teacher Report- Tim Prey

In the wake of the recent events around the country, many schools have been looking closer at their Safety Procedures. I want to assure you that the Safety of the Students and Staff has always been our committee's highest priority.

The mission of Brevard Academy in an emergency or disaster is to:

1. Protect lives and property.
2. Respond to emergencies promptly and properly.
3. Coordinate with local emergency operations and community resources.
4. Aid in the recovery from disasters.

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Our committee regularly reviews and discusses our emergency plans and procedures. We conduct table top discussions of various types of events in order to work out possible issues that may arise during an emergency. Events can evolve and expand, and we need to be able to react and develop procedures to deal with those changes.

We share any changes to procedures with the staff at regular meetings and staff members have access to our main emergency protocols in each classroom. Staff are free to ask questions and share ideas.

We often conduct and observe regular school drills so as to prepare students and staff on how to react to different types of events. Each year we conduct 12 monthly fire drills and a minimum of 2 lockdown drills, a tornado drill and a bomb threat drill. After each drill we debrief about the event and discuss any issues that we observed or ways to improve our response.

In the last month we have conducted a fire drill, a lockdown drill, and a tornado drill. During the lockdown drill, Captain Jeremy Queen of the Sheriff's Dept. was on campus and observed our drill, and praised our students and staff for their quick and proper response to the the drill.

I have shared with the Board Members our entire comprehensive School Emergency and Crisis Response Plan and Guidelines. Within those guidelines are the roles that Members of the Board, School Administration, and Staff are to follow before, during and after an emergency event or disaster.

Some of the Board's roles include:

1. Providing access to trainings.
2. Reviewing school construction and renovation projects for safety and security
3. Assigning resources (persons and materials) to various sites for specific needs.
4. Authorizing purchase of outside services and materials needed for the management of emergency situations.
5. Coordinating emergency assistance and recovery.

As part of the Staff defined roles, the Safety Committee has created a multi-layered Emergency Response Team comprised of both Administration and Teaching staff. I have provided a copy of the Response Team to the Board.

During a large scale emergency event, it would be necessary for many people to perform extra duties in order to lessen the impact of the event and provide further directions and support to staff and students.

These extra duties could be, but are not limited to tasks such as:

1. Rendering first aid.
2. Setting up shelter off site.
3. Providing transportation.
4. Supplying public information.
5. Securing the building from further damage.

The members of the Response team have been briefed in the roles that they are to perform and they are comfortable with those tasks. The multi-layered approach allows for 2 extra levels of back -up personnel to fill a role if the primary person is not available.

The Safety Committee also shares ideas with the Facilities Committee on ways to enhance overall building and grounds safety and security.

These Committee members will also be participating in web based training on various safety techniques and classroom behavior management. This will expand on our current training and provide up to date methods and techniques. Some of these courses will be mandatory for all staff members.

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My goal this evening is that the Board leaves feeling confident in the overall safety of the Students and Staff, and is supportive of the continuing effort to enhance this security.

VIII.

IX. Opportunity for Public comment

Catherine Galvani- She complements the teachers and staff for always supporting her family and addressing their needs. Title one grant includes education to parents. Brevard Academy uses an organization called American's for Prosperity for the education to the parents. Katherine voiced her displeasure with American's for Prosperity program due to the political agenda. Chairlady Casteen stated that this will be explored.

X. PTO report

Presented by Joan Barham, the Vice President of the PTO.

Financial Update

- See attached, PTO Finance statements for January and February.
- New Spend for Pizza lunch, Middle school committee event planning, and Book fair.
- Additional income from Pizza days, and Mardi gras raffle (paid back to BA).

Past & Ongoing Events/Committees

- January PTO meeting back to back with Bridge to Wellbeing talk for parents. It was pretty well attended and the topic was Time Management.
- Jan staff meeting was hosted by EC parents, and Feb by 2<sup>nd</sup> grade parents, and March 7<sup>th</sup> was 1<sup>st</sup> grade. We appreciate all the support of room parents and parent donations.
- Scholastic book fair was Feb 20-23, and we had a great turnout. We made \$3100 in Scholastic dollars to share with classroom teachers for supplies and books for next year!

Upcoming Events

- Middle school committee held an etiquette training and dinner in Feb, and March 9<sup>th</sup> was a Glow Party/dance. Both were very popular and well attended by middle school students.
- March 22<sup>nd</sup> is PTO Family Bingo night. We are currently collecting donations and purchasing gift cards for prizes. We have sent out pre-registration for dinner/bingo tickets to help confirm attendee #s for our pizza dinner. Beta club members have volunteered to help with the evening as well.
- We have started reaching out to parents and teachers for nominations for new officers for 2018 school year. There will be a vote at the April PTO meeting. We have allowed 2 months for nomination process. We hope to have new officers in place in May.
- The next PTO meeting is Mar 26<sup>th</sup> @ 5:30pm.

XI. Financial update

- USDA update
  - Phase II\*  
Nick explained that there were 3 major studies: First, a financial feasibility study, performed by a CPA firm and will be due in 1 week. Next, the environmental study came back. Phase 1. This was an automotive dealership- they disposed of their fuel property. They were concerned with the graveyard. We will have to move on to phase 2. This is required. We are currently looking for someone to do this. **Coty moves to approve to move onto phase 2. Lee seconds. Motion approved. Unanimous.** The third leg is the architectural building- the ramp may be too steep and the gravel may be out of code.

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Everything else is up to code. Nick has completed all paperwork. He just received additional paperwork and he is currently going through.

- A copy of the budget amendments are included at the end of the meeting minutes.

Nick makes a motion to approve the budget amendments. Jim seconds. Unanimous vote.

**XII. Director's report**

Ted thanks the board for all of our hard work. He thanks the Sheriff's office. He also thanked the safety committee.

**Good News**

We were granted our 10 Charter Renewal.

We participated in National School Choice Week.

Our Performance Framework for 2016-2017 showed full compliance in all areas.

**Enrollment**

<b>Grade Level</b>	<b>Active Enrollment</b>	<b>Class Sizes</b>	<b>Waitlist</b>
<b>Kindergarten</b>	51	25/26	
<b>1st Grade</b>	44	19/23	
<b>2nd Grade</b>	48	24/24	
<b>3rd Grade</b>	42	24/18	
<b>4th Grade</b>	50	24/25	
<b>5th Grade</b>	46	21/22	
<b>6th Grade</b>	36	19/17	
<b>7th Grade</b>	29	14/15	
<b>8th Grade</b>	24	10/14	
<b>Total</b>	<b>370</b>		

Withdrawals January 2-February 12, 2018--4

Enrollments January 2-February 12, 2018--5

**Confirmed 2017-2018 ADM: 381**

**Current ADA: 370**

**Anticipated Enrollment for 2018-2019**

<b>Grade</b>	<b>New Apps</b>	<b>Returning for 2018-2019</b>	<b>Totals</b>	<b>Anticipated Grade Level</b>	<b>Spaces Remaining</b>
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				Size	
<b>Kinder.</b>	33	2	35	44	9
<b>1st</b>	2	49	51	50	-1
<b>2nd</b>	2	44	46	45	-1
<b>3rd</b>	1	48	49	48	-1
<b>4th</b>	5	42	47	45	-2
<b>5th</b>	3	50	53	50	-3
<b>6th</b>	8	46	54	48	-6
<b>7th</b>	1	33	34	45	11
<b>8th</b>	1	29	30	45	15
<b>Totals</b>	56	343	399	420	21

**Climate and Culture**

	<b>Student Attendance</b>	<b>Staff Attendance</b>	<b>Discipline Referrals</b>	<b>Paw Praises Earned</b>
<b>January Totals and Averages</b>	92% present 96% on time	96%	11 Total 2/week	157 Total 31/week
<b>December Totals and Averages</b>	93% present 95% on time	95%	14 total 5/week	82 total 27/week
<b>November Totals and Averages</b>	94% present 96% on time	94%	26 total 7/week aver.	88 total 22/week aver.
<b>October Averages and Totals</b>	95% present 95% on time	95%	30 total 6/week average	117 total 23/week average
<b>September Averages and Totals</b>	94% present av. 95% on time av.	94% avr.	18 total 5/week average	144 total 36/week av.
<b>August Averages and Totals</b>	98% present	97% present	16 total 5/week average	68 total 27/week average

Items of Note:

--42 Students without an absence since Day 1.

--24 Students without an absence or tardy since Day 1.

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## Suspension Report

Month	In School Suspensions # students/# of days	Out of School Suspensions # students/# of days
January	0/0	1/3

### Notable Student Experiences--Prepared by Kimberly Best, Dean of Students

- Lydia Zheng was recognized by Maurice Jones of Chase Insurance Company as the Student of the Month.
- 2nd/3rd grade Core Knowledge Night
- 4 new students - Ella & Maylin Allen, Roman Powell and Skyler Brewton
- Middle School Etiquette Dinner
- Staff/Student Basketball Game
- PARI Visit
- 100th day celebration in K-1
- SuperBowl of Caring Can Food Drive
- 7th grade students made a WWI trench cake loved ones would send to soldiers overseas.
- 8th graders players recognized at Basketball
- Mountain Roots 7/8 Field Trip
- Duke Energy Show
- Honor Roll Assembly

## Academics

### Compass Learning

Ave.Score	Ave.Score	12/18-12/25	1/1-1/7	1/8-1/14	1/15-1/21	1/22-1/28	1/29-2/4
Grade K	Grade K	96	87	82	94	87	81
Grade 1	Grade 1	88	83	82	91	88	88
Grade 2	Grade 2	76	89	83	86	81	84
Grade 3	Grade 3	74	75	78	75	75	82
Grade 4	Grade 4	78	78	53	70	79	85
Grade 5	Grade 5	74	89	64	69	74	74
Grade 6	Grade 6	74	71	79	75	72	80
Grade 7	Grade 7	67	92	92	79	82	77
Grade 8	Grade 8	60	89	73	80	85	84

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**Winter MAP Results**

**Math**

<b>Grade Level</b>	<b>Number of Scholars</b>	<b># of Scholars At or Above Grade Level</b>	<b>% of Scholars At or Above Grade Level</b>
K	51	40	78.43%
1	42	24	57.14%
2	48	35	72.92%
3	42	26	61.90%
4	48	37	77.08%
5	46	25	54.35%
6	36	22	61.11%
7	28	19	67.86%
8	24	14	58.33%

**Reading**

<b>Grade Level</b>	<b>Number of Scholars</b>	<b># of Scholars At or Above Grade Level</b>	<b>% of Scholars At or Above Grade Level</b>
K	51	43	84.31%
1	43	25	58.14%
2	48	38	79.17%
3	42	36	85.71%
4	50	39	78.00%
5	46	32	69.57%
6	36	28	77.78%
7	28	25	89.29%
8	24	19	79.17%

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**Moby Max Math Interventions--As prepared by Donna Hoover**

This is only tracking students who are below grade level. Not all students partake in these interventions.

<a href="http://support.mobymax.com/support/solutions/articles/11000012218-how-is-grade-level-determined-">http://support.mobymax.com/support/solutions/articles/11000012218-how-is-grade-level-determined-</a>	<b>K</b>	<b>1st</b>	<b>2nd</b>	<b>3rd</b>	<b>4th</b>	<b>5th</b>	<b>6th</b>	<b>7th</b>	<b>8th</b>
Beginning Proficiency (Grade.Month)	0.70	1.4	2.20	2.6	3.70	3.70	5.10	4.40	5.00
11/28/17	0.70	1.45	2.25	2.85	3.95	3.70	5.50	4.60	5.00
12/30/17	0.70	1.5	2.30	2.9	4.10	3.90	5.50	5.00	5.40
2/10/17	0.90	1.7	2.30	3.3	4.50	4.70	5.60	5.00	5.40
Distance from Year End Grade Level	0.1	0.3	0.7	0.7	0.5	1.3	1.4	3.0	3.6
Increase (from beginning of year)	0.2	0.3	0.1	0.7	0.8	1.0	0.5	0.6	0.4

## Teacher Development

### Professional Development

We are offering the following PD refreshers over the next few weeks:

- Regular Data Reviews of MAP testing and interventions.
- Data Reviews of all MAP scores.
- Teach Like a Champion Strategies at Staff Meetings

### Personnel

- Resignations--1
- Hirings--6th grade assistant

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- Volunteers--We have added a 5th grade assistant through the Senior Community Services Employment Program (SCSEP).

**Evaluations**

- The 2nd round of evaluations on all full-time teaching staff are underway.

## Community and Family Engagement

**Athletics--Prepared by Cody Jones, Athletic Director**

1. Our soccer team has started practicing and the tennis team is going to begin practice on the week of February 26. The schedules for both sports are on the BA website.
2. Next year we are going to try to start a volleyball team. This means we will need to dip into our athletic department funds that we have raised for the past two years with ticket sales and concession stand funds.
3. I think that every 4-5 years we could potentially start a new sport as we continue to grow.
4. We are considering open gym times for adult leagues such as basketball and volleyball. We would need to assess a gym usage fee.

**Advertising**

- We have sent out two direct mailings of postcards.
- We have ads for enrollment set to run in The Transylvania Times, Henderson Times-News, and Mountain Express.
- We have a marketing team looking at how to engage potential families through social media.

**Fine Arts and Presentations--Prepared by Amy Winston, Specialist Team Leader**

Travel Band will be traveling to Gatlinburg, TN on May 4th to perform at the Performing Arts Consultants Band Festival. The Band will stay overnight in Gatlinburg. Parents will be chaperoning. This our 2nd time performing in Gatlinburg. Last time we won excellent rating. Thirteen students and six parents will be traveling in this group.

The following weekend, travel band will be going to Charlotte to compete in the Carowinds Band Festival. This our second time to participate and first time to compete. Both trips include visits to amusement parks, dinner theater and some free time for students to rest.

On April 16th, travel band will perform for Kindergarten as part of the Week of the Young Child celebration. Some local performances will be scheduled soon. Information will be posted on the Activity Calendar.

Brevard Academy is proud to be doing Lion King Jr. for our spring musical. As of right now, it includes 30 performers in grades 5-8 and we have rehearsals twice a week until 5. Starting in March, we will practice 3 times a week, and we will take on a few non-performers to help make masks/props/costumes and be our behind the scenes stage crew. It will truly be a community effort to get it up and running, from teachers directing the production, parent volunteers making masks, costumes, and props, to borrowing sets from another school in our area, and hopefully donations from our community. The play is scheduled to run on April 19th and 20th in the BA gym.

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Art students will be traveling to several art museums this semester. Third grade will be visiting the Greenville County Museum of Art. The museum has a formal educator who takes the students to specific pieces of art in the collections. The museum educator uses a variety of questioning techniques to get the students to really explore and get to know the intent of the artists as it fits into the historical context. This art visit, the students will be learning about African American artists of the Low Country.

Seventh and Eighth grade students will be visiting the South Carolina Upcountry History Museum. They will be viewing " a special exhibition from the Norman Rockwell Museum. *Superheroes and Superstars: The Works of Alex Ross* includes over 100 pieces of original artwork; including paintings, sketches, and models created by Alex Ross, one of the greatest artists in the field of comic books." In the afternoon, both groups will meet at the Peace Center for a performance of Gullah Gullah Island stars, Ron and Natalie Daise.

In April, First and Second Graders will attend Earth's (not a misspelling) Dinosaur Zoo at the Peace Center. We will follow up in art class talking about different kinds of puppetry. The students will follow this performance with a visit to the Greenville Art Museum. The museum educator will give them a highlights tour of the permanent collection geared towards their age level and attention.

Advanced Art students have had the opportunity to do some service projects around the school. Currently several students are working on directional signs for the hallways. Several other students have been designing bulletin boards for some classrooms. Some students have submitted work for the Google Doodle contest. Other students assembled ideas for the first mural that will highlight the 4th grade Core Knowledge Curriculum. The mural should begin within the next few weeks.

March 12th is the daytime showing of 3rd and 4th grade artwork as well as the 3rd and 4th grade Music concert

#### **Outreach**

- This past month the Brevard website received over 3,842 visits to the homepage, up about 1,500 from the previous month.
- I presented at Vision Transylvania.
- We held our Winter Reading Night.
- We held a Title 1 Parent Seminar on Time Management.

#### **After-School--Prepared by Philippa Hackett, After-School Director**

Update so far: \$19,000 in deposits.

Our next goal for After-School is Revenue is \$25,000.

## **Briefings**

#### **Transportation--Prepared by Steve Cottle, Transportation Supervisor**

Bus Driver Appreciation Week begins on February 12.

**FLEET SIZE – 7**

**AGE OF BUSES – MORE THAN 20 YEARS – (1993>1997)**

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**MANUFACTURER – THOMAS, ON INTERNATIONAL CHASSIS (THOMAS IS A NORTH CAROLINA COMPANY  
LOCATED IN HIGH POINT)**

**CAPACITY – 66 PASSENGERS EACH (VARIES W/ PHYSICAL SIZE OF CHILDREN)**

**ODOMETER – APPROACHING AND ABOVE 200,000 MILES EACH**

**CONDITION – FAIR TO GOOD**

**DEPENDABILITY – GOOD**

**MAJOR REPAIR(S) – ONLY TO SUSAN B ANTHONY – TRANSMISSION REPLACEMENT & 2 FRONT TIRES. NOTHING MAJOR PROJECTED NEEDS TO BE DONE TO ANY OF THE BUSES.**

**DAILY RIDERS – 80 TO 105 TOTAL RIDERS IN THE MORNING AND AFTERNOON**

**FUEL COST – OCTOBER 2016 FUEL WAS \$2.39/g TODAY \$2.95/g. \$1000/mo TOTAL FUEL COST**

**MPG AVERAGE 6.8 EACH BUS.**

**MONTHLY TOTAL MILEAGE 2475**

**PLANS FOR ROUTE EXPANSION INCLUDE SERVICE FOR THE BOYS AND GIRLS CLUB IN HENDERSONVILLE AND A PICK UP LOCATION AT CVS IN MILLS RIVER. THE CURRENT “A” ROUTE (ALONG ROUTE 64) WILL BE MODIFIED TO ACCOMMODATE THESE ADDITIONS. DRIVER AVAILABILITY IS SUFFICIENT TO ACCOMMODATE THIS NEW ARRANGEMENT. HOWEVER, DRIVER RECRUITMENT IS ONGOING.**

**THERE IS A CURRENT SEARCH THROUGH THE NORTH CAROLINA FLEET AVAILABILITY SYSTEM FOR SCHOOL BUSES TO ADD TO THE FLEET. THERE IS GENERALLY A FIXED COST FOR THESE BUSES AT \$2750 EACH. A 25% DISCOUNT IS OFFERED AT 2 OR MORE.**

**Safety--Prepared by Tim Prey, Building and Grounds Supervisor**

Safety team had a table top discussion in the Fall in relation to possible gas leak event and evacuation off site. Such a large scale event with changing needs would require many staff members to react calmly and efficiently. Emergency Response Team roles have been established, but could use more discussion, planning with each member.

Bus safety was discussed at a previous meeting, with emphasis on communication with bus drivers/ staff in the event of emergency event. Since buses don't have radios, cell phones are required for drivers or staff members on the bus. Field Trips should require at least one non-driving staff member to have cell phone access for communication with school.

Conducted last Fire Drill January 29th. No issues. Time was 3 minutes 20 seconds from alarm sounding to announcing all clear. This is average. Most occupants have exited the building in less than 90 seconds, but it takes time to get to gathering points. Fire Drills are conducted monthly.

Lockdown Drill performed in November went well, with main issue being office door not being locked. Front office armed intruder would likely mean intercom system not able to be used to alert staff.

Possible Upcoming Drills:

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Tornado Drill- MARCH 7th 9:30am

Lockdown Drill - APRIL

Bomb Threat - EARLY MAY

Security Cameras have been installed inside front part of school. Additional cameras would be beneficial in the future near other entrances and near After School. No off site monitoring at this time.

CPI team has very few incidents lately requiring their assistance.

Next Safety Committee Meeting is scheduled for Feb 20th to discuss upcoming drills, visitor access, and staff members with CPR certification.

## Compliance Reports

We received our updated Performance Framework Review for 2017. We are compliant in all areas. The school leadership team is reviewing the state LEA Self-Assessment. This is an EC Requirement.

## Requests for March

2018-2019 Calendar Approval

Mountain Roots Agreement/Contract Revision

Part-Time Receptionist--20 Hours at \$12/hour March-June=\$4,500

Spring Bonus for Staff

- Chromebooks-\$8,000 for new computers. Move old ones to K1- unanimous vote nick motioned, Coty seconded.
- Graphing Calculators-\$4500- Nick made a motion to approve calculators for the upcoming 8th grade class. Lee seconded. One nay- from Coty.
- Part-Time Receptionist\*- 20 hours per wk. March- June
- Coaching Stipend- Mountain Biking\* \$1000 for coach stipend.
- Nick motioned to approve all motions- Ashleigh seconded. Unanimous. Approved.
- North Carolina Association for Public Charter Schools - \$1500 per year. Nick motioned and Jim seconded. Coty suggests that we can lobby on our own and that while the climate is favorable for charter schools there is no need for this additional cost. Julie questioned other schools experience with this lobby group and Ted explained that one school was unhappy with them but did not know of other experiences. Nick made a motion to approve, Jim seconded. Julie abstained. Coty voted against the measure. Approved.
- School Director spending limit- Julie moves to approve. Ashleigh seconds. Approved. Unanimous vote.
- 2018-2019 Calendar\* Nick makes motion to approve, Coty seconds. Approved. Unanimous vote
- Increase hours

### XIII. TeamCFA update

Jim announces a new school in Lexington. Changes in the National Conference has been cancelled and do more face to face. In order to sustain the growing network, all new TeamCFA schools will operate under a CMO model. TeamCFA will hire the Head of School, provide: financial services, PowerSchool services, grant support, marketing/enrollment services, etc. This allows TeamCFA to add schools to the network while sustaining the business model. Again, all existing

\* Requires Board action- need to vote on action tonight

**BREVARD ACADEMY: CFA BOARD OF DIRECTORS REGULAR MEETING**

**Meeting Location: BA-CFA Campus (Gym)**

**Wednesday, March 14, 2018 – 5:00 p.m.**

The Mission of Brevard Academy is to prepare its students to achieve academic excellence through the Core Knowledge Sequence. Through a partnership involving students, teachers, and parents the school strives to create citizens with strong moral character and active intellectual inquiry.

TeamCFA will not be asked to sign a contract with TeamCFA as a CMO. All existing schools will remain in the network under their current relationship.

**XIV. Committee Reports**

- Facilities
  - Parking Lot Lines- \$2500
  - Night Cleaning Contract- \$8500
  - Floor Maintenance- \$3000
  - Lee makes motion to approved. Coty seconded. Unanimous vote. Approved
- Fundraising and Public Outreach
  - Mardi Gras review
  - Coty- raised \$3000 at the Mardi Gras event. Long range planning. Last Monday of the month, 2:00pm
- Long Range Planning and Visioning
- Board Development, Policies and Procedures
  - First Read Policy for Review
  - Policy documents for approval\*
    - Personnel: Equal Employment Opportunity
    - Students and Parents: Inclement Weather Policy
    - Personnel: Contact with Students via Electronic Means
    - Personnel: Criminal Record History Check
    - Personnel: Administrative Pay Corrections
    - Students and Parents: Confidentiality of Information
    - Personnel: Conflicts of Interest
    - Students and Parents: Confidentiality of Student Records
    - Fiscal Management: Record Retention Policy

Julie makes motion to approve. Nick seconds. Approved. Unanimous vote

**XV. Business**

- New Business- Nick makes a motion to approve the audit contract with Petway, Mills & Pearson, PA. Coty seconds. Motion approved.

**XVI. Next Regular Meeting**

- Wednesday, April 11, Brevard Academy Campus, 5:00 p.m.

The Board took a short break-6:33pm

**XVII. Closed Session - Appeal Hearing and Personnel**

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 an appeal hearing and personnel matters. Ashleigh seconded. Unanimous vote. The Board entered into closed session at 6:40pm.

Nick made a motion to come out of closed session- Coty seconded- Unanimous vote. Board came out of closed session at 7:20pm.

\* Requires Board action- need to vote on action tonight

**BREVARD ACADEMY: CFA BOARD OF DIRECTORS REGULAR MEETING**

**Meeting Location: BA-CFA Campus (Gym)**

**Wednesday, March 14, 2018 – 5:00 p.m.**

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**Actions:**

Motion: Nick made a motion to pay Ted \$2550 in bonuses for expected growth and School Performance for 2017-2018 school year, Coty seconded. Unanimous vote

Motion: Nick makes a motion to approve the proposal from Mountain Roots for summer camp that is offered at Brevard Academy. Lee seconded. Unanimous vote.

XVIII. Adjourn. Nick made a motion to be adjourned, Ashleigh seconded. Unanimous. Time: 7:24 pm