

## BREVARD ACADEMY – A CHALLENGE FOUNDATION ACADEMY

## Board of Directors Regular Meeting

May 11, 2016, 5:00 p.m.

Searcy Hall

Chair: Warren Alston

Secretary: Ashleigh Dalton

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

Administration present: Barbara Grimm and Lisa Malaquin-Prey.

Guests: Charlie Garcia and team, Mark Beebe, Kristen Rodriguez, Mike Harrington, and Steve Meier.

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The regular meeting of the Brevard Academy(BA) Board of Directors was called to order by the Chair at 5:00 p.m. A quorum was present.

Introduction of Jim Bishop; he is the new board member from team CFA.

Clarity from April Board meeting. A resolution was adopted that there would only be curriculum based clubs at BA starting the 2016-2017 school year. Barbara asked about Boy Scouts and could they meet at BA? Laura Thomas stated that Boy Scouts is not applicable to school based clubs, so BA is not rejecting Boy Scouts. In the future, any non-school based club that wants to meet at BA will need to submit information to administration for approval.

**Approval of Agenda:**

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

**Consideration and approval of minutes:**

**Motion:** A motion was made by Zia to approve the regular minutes of the April 13, 2016, meeting. Laura seconded. Unanimous vote -- **Motion was carried.**

Laura Thomas read the BA mission statement: "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".

Pledge of allegiance was lead by Warren Alston.

**Challenge Foundation Properties update.**

Mike Harrington introduced Charlie Garcia from Garcia & Associates. Charlie introduced two of his team members, Alexandria Cammack and Donna Dragoo. Mark Beebe stated that he is going to look through some options of brining in the green, Brevard Academy green, to the front of the building. Mark has spoken to the facilities committee about the paint earlier today. Steve Meier with Garmong said we are on schedule and we are where we need to be with construction. No issues right now. Steve reported that we might be able to get into the school

by August 22nd, which would a week earlier than expected. On May 23rd, the job site trailer for administration will be delivered and they are also working for signage for parking while administration is in the trailer on the new school site during the summer. Warren is going to announce by June a date for a ribbon cutting for the new building.

**Public Comment:** None.

### **PTO Report**

It's almost the end of the school year and PTO is finishing up strong! Will, Rosemary, Maryann, and I are happy to announce the PTO board members for the 2016-17 school year! Charlotte Shackelford (2 students) will serve as president. Jenny Suttles (Daughter Jaden 2nd & son Jackson 4th) will serve as vice president. Kristen Bloomquist (2 students) will serve as treasurer and Aimee Bush (son Jeremy 4th) will be our secretary. This is a great group of ladies with wonderful ideas and they will be a huge asset to the BA family!

PTO has had a wonderful year filled with many activities and events. Here are some:

- \*Organized and provided dinner for our Book Swap Bingo night.
- \*Had a pancake breakfast.
- \*Provided dinner for several Core Knowledge nights.
- \*Provided and served Monday pizza lunches.
- \*Hosted middle school movie nights.
- \*Organized and ran Believe fundraiser.
- \*Organized and ran our annual fall festival.
- \*Provided a staff holiday luncheon.
- \*Organized and ran the Scholastic Book Fair.
- \*Held movie days for K-2 & 3-5.
- \*Had a catered luncheon for staff during Teacher appreciation week.
- \*Donated \$450 to travel band.
- \*Donated \$250 towards 8th grade trip.
- \*Provided supplies for 8th grade fundraisers.
- \*Provided refreshments during both spring concert and art shows.
- \*Will provide refreshments during field day.
- \*Hosting 8th grade graduation reception.

We made over \$3000 from our Believe Kids fundraiser this year and \$2920 from the Book Fair! We donated more than \$2200 for class field trips and \$1000 to the playground fund!

It sure has been a busy and successful year!!

Warren acknowledged the volunteers, tutors, PTO and etc. throughout our campus that we were very lucky and they do such a great job.

### **Financial Update:**

Board Action Requested:

1. Rev-School Lunch Program-Request set budget to \$148
2. Rev-Travel Band-Request to ADD \$5,500
3. Line 1: Salary-Substitute-Request to ADD \$3,000
4. Line 3: Books and Supplies-Travel Band-Request to ADD \$6,000
5. Line 8: Administrative Services-Technology Support Services-Request to ADD \$3,000
6. Line 11: Facilities-Architect Fees-Request to ADD \$1,795

The Line 2 and Line 4 were deleted due to travel band finances balanced at the end of the month.

**Motion:** A motion was made by Zia to approve the budget amendments with deletion of lines 2 and 4 that will leave lines 1, 3, 5 and 6. Laura seconded it. It was a unanimous vote. **The motion was carried.**

**Directors Report:**

**Student Presentation:** Camellia Chrisafis and Evie Rackley put a presentation together to use at fund raising events for Brevard Academy.

**ENROLLMENT**

	Current	New	Total	proposed	possible # of Seats	
k	19	24	43	44	1	252
1	38	2	40	44	4	
2	38	3	41	44	3	
3	40	5	45	44	-1	
4	40	11	51	44	-6	
5	29	3	32	44	12	
6	32	8	40	46	6	92
7	24	4	28	40	12	
8	22	2	24	40	16	
	282	62	344	402	54	344

**2016-2017 # - 350**

**Current Total # of students for 2016-2017– 344**

We are currently receiving acceptance letters and sending out enrollment packets. Students are now accepted on a first-come, first-served basis. Fourth Grade is now closed.

**ADVERTISING**

**Vision Golf Tournament:** We have two parents, Lee Burgess and Derrick Wilbanks, along with a former student, Nathan McNeil and Todd Alewine who will comprise our Brevard Academy Team. Our banner will be displayed, we will have our sponsorship on a hole and will be putting pens in the goodie bags.

**WLOS,** Channel 13 News – I met with Mandy Keady from WLOS to discuss opportunities for advertising and a news spots to promote the school. We would like to air a short Spotlight Carolina on Saturday, May 28<sup>th</sup>. This requires an interview on Friday, May 13<sup>th</sup> and the spot is aired one time. It was suggested that it run between the 7:00 news and Good Morning America.

After the add airs, the interview lives on their website for a year and the video is uploaded to you tube for us to use on our website. The cost for this is \$700. There is also an opportunity for a Facebook post where we could focus on our move to a new facility.

**White Squirrel Radio:** Our next radio spot will be Tuesday, May 10 at 9:15. Our topic will be the Auction.

## **Fundraising**

We will be having a \$10 on the 10<sup>th</sup> to try to sell the rest of our raffle tickets. Parents will be offered a chance to buy individual tickets for their families. Auction items are being catalogued and prepared for the June 4<sup>th</sup> event.

The Oskar Blues Grant was submitted on 5/1/16 asking for funding for "Robin's Run".

Blue Ridge Heritage Committee – I will be meeting with this group on June 2<sup>nd</sup> to discuss our collaboration with them on the indoor space.

## **ACADEMICS**

### **Assessment**

Kristen Rodriguez-Spring MAP Scores:

- ! Reading was lower than math overall.
- ! Seventh grade reading is 100% at or above grade level.
- ! 3rd grade as a whole group increased a year's growth.
- ! Brevard projected proficiency: In order to be an A school the school average would need to be between 85 and 90 percent.

EOG testing will be held on May 12 and 13<sup>th</sup> and May 18<sup>th</sup> and 19<sup>th</sup>.

### **Summer Reading Camp**

We received \$10,725 to hold a summer reading camp. Trudy Pierron and Sonya Jenkins are heading up what we are calling, "Summer Scholars Reading Camp". This camp will be designed to engage our students in a variety of fun activities to promote reading skills and continue to inspire a love for reading.

Activities will include vocabulary games, logic puzzle challenges, phonics fun, read-alouds as well as independent and choral reading. There will also be a variety of activities to demonstrate comprehension such as putting together artwork and short skits about stories read. In addition, students will enjoy snacks, light physical activity, and summer journaling to reinforce writing skills.

### **Summer Gap Camp**

Since our students will not be starting school until September 6<sup>th</sup>, we are concerned that parents may struggle with child care for the week of August 29<sup>th</sup>. We have reached out to Brevard Community Church for a space and are working on creating an "Enrichment Camp" for students who may need it. We are considering a charge of \$100 per child.

### **Summer Reading Program**

Transylvania County Librarians will be at Brevard Academy on Monday, May 9<sup>th</sup>, to kick off the summer reading program. We will again offer prizes to any student who participates in the program at the library.

**AIG**

Work is progressing on our AIG plan. We are writing the plan to ensure that all students in K-5 have opportunities for enrichment and Middle School students are able to take advanced content courses or participate in clubs or competitions.

**BUS**

We are continuing to check the website for the best deal on two buses.

These are possible bus routes for the 2016-2017 school year with each route having two- three stops.

**Route 1:**

Stop in Dunn's Rock on 276 (Maybe parking lot across from Mud Dabbers Pottery Shop area to pick up Cedar Mountain Families. Then take Island Ford road to 64 and pick up at Harmony Korner and then Save Mor grocery store, which would get the families from Rosman.

**Route 2:**

Stop in Mills River on 280 (not sure where) then take cut through to Etowah (I don't know the road to take but I know you can cut through. Then pick up Etowah kids at Karate Studio parking lot.

Warren asked for demographics of current and future families to help determine bus stops. The bus stops will be a common pick up place for families to meet the bus for pick up. Used buses are being searched for and BA will need at least 2 if not 3 buses for the next school year. One of the buses will need to be handicap accessible.

**EC – RELATED SERVICES****Psychological Testing**

Dr. Kerry Putnam, Director of Exceptional Programs for Transylvania County is willing to administer these tests at a base rate of 250.00 dollars for General education and 50.00 to 75.00 for each additional test needed for AU, TBI, or other tests outside the norm. The state rate varies from 250.00 to 375.00. They are willing to draw up a very simple contract and put some info about time lines and communicating the need to have a student tested. Need to get contract together and vote on at the June board meeting.

**Special State Reserve Fund**

We had a visit from Lori Peterson from DPI to ensure our compliance with the funds received from this grant. She was extremely complimentary of the way that we are providing services for this young student.

**Speech services**

We have a current budget of \$15,000 to pay for Speech services contracted through Carolina Pediatrics. Ms. Tynch is required to bill us every time she sits in on a meeting, provides testing, completes service notes, etc. There are currently 16 speech cases. 25% of those cases are speech only. I am proposing that we contract with Ms. Tynch as a part time employee of Brevard Academy. In that way, she will be more of a seamless member of the team and be able to take on managing those who have a speech only category, which will significantly help the current EC teachers decrease their case loads. Students who need speech must go through the full battery of psychological testing before receiving services.

As an alternative to the youngest students having to go through a full psychological test for minor speech struggles, Ms. Tynch would like to establish an Artic Lab, which is a strategy to use BEFORE referral to EC. In K-1, the SLP and possibly OT set up centers-style learning tables once or twice weekly, with multi-sensory sound stimulation activities that help children who are lagging behind in the area of articulation. This may pre-empt the need for speech therapy through an IEP. It would require the help of an assistant for the 30 minute period so an adult would be at each center.

## **ATHLETICS**

Our students finished the soccer and tennis season having gained much skill in both sports. In both sports, they won more games and scored more goals than they did last year. Our Spring sport's banquet will be held on Monday, May 9<sup>th</sup>. The booster club will be providing lasagna and parents are asked to provide salad, bread and dessert.

## **MUSIC**

Travel band just returned from Nashville and won a bronze trophy for their performance

## **OUTDOOR EDUCATION**

Outdoor Ed over the next two weeks is focusing on community and "helping hands". Adding our own helping hands showing ways that we help one another will be added around the border of our school-wide project started this fall. We will also be prepping the students for field day, including some brainstorming time for our raft building projects and a "create your own puzzle" (which classmates will re-build) for the 3rd-5th graders.

## **SCHOOL SAFETY**

### **School Resource Officer**

I began exploring the possibility of something other than a full time School Resource Officer with Sherriff David Mahoney. He suggested that some schools hire an SRO for 24 hours a week, but that most are looking for benefits. An SRO could perform a variety of duties including, but not limited to, traffic, DARE, court appearances at truancy hearings, presence at athletic events and security for school wide events.

### **CPI Training**

Our CPI Team will be trained within the first three weeks of school in September. It will require one full day for the intervention, disengagement and holding training and one half day for communication and de-escalation.

## **IMPORTANT DATES**

**May 12-19<sup>th</sup> EOG testing**

**May 23<sup>rd</sup> Field Day**

**May 24<sup>th</sup> 8th Grade Graduation**

**May 25<sup>th</sup> K-7 Awards - The staff has asked for an 11:30 dismissal to allow them more time to be prepared for the trucks on Friday.**

**May 26<sup>th</sup> Pack Out**

**May 27<sup>th</sup> Trucks arrive**

**June 4<sup>th</sup> Live and Silent Auction**

## **SERVICE AND COMMUNITY**

### **Kindergarten**

Kindergarten is continuing to visit College Walk each month and enjoy a craft with the residents there.

### **White Squirrel Festival**

We will be having a booth for the White Squirrel Festival on May 27<sup>th</sup> and 28<sup>th</sup>. The auction committee has created postcards to hand out and will provide most of the volunteers to man the booth. Staff will also support this effort.

### **Volunteer Opportunities**

With the wrap up of our school year we will be sending out thank you notes and small gifts or coupons for BA-CFA t-shirts to our volunteers thanking them for their help. We have had approximately 61 parent and community volunteers, 56 Brevard College student volunteers and 6 Brevard High School students volunteer at BA-CFA this year. In addition we have a verbal commitment from a few more Brevard College athletic teams who would like to come and volunteer with us this autumn so we look forward to having an increased number of college students interacting with our students next year.

We have a parent and grandparent who will be taking the Orton-Gillingham training in early September. This will give us two more volunteers working one-on-one with struggling readers and bring our total to five O-G trained tutors. This will allow us to work with as many as 8 students who need intensive reading remediation.

## **PROFESSIONAL DEVELOPMENT**

All staff will be asked to read the book, "Mindsets" by Carol Dweck this summer to springboard discussions for the fall. Helping students to explore possibilities rather than focus on failures is the primary focus of this exceptional book.

### **Action Items**

- ! **Stipend for Beth Burney for her assistance on AIG plan**
- ! **Approval of Bus Routes**
- ! **Contracting with Ms Tynch**

Warren asked from Barbara for more information from the school body on the need for the summer gap program, and the demographics of our families to help determine the bus stops in the area.

**Team CFA Report:** By Laura Thomas. She stated everything is on target for summer conference and it should be a good time.

**Committee Report:**

*Fundamental development & Outreach*

! Auction is on June 4, 2016. Silent auction starts at 11:30 a.m., live auction starts at 1:00, it should last until about 3:00 or 3:30 and that will be at the Lumberyard in Brevard.

! *Long Range Planning*  
Nothing.

*Personnel*

! Discussed later tonight in closed session.

*Board Development, Policies and Procedures*

! That will be taken care under old business.

**Old Business:**

**Speech Services:**

Barbara presented to the board that the employment of a part-time speech therapist would bring support to our EC Department and to our school. Our speech therapist that currently is at Brevard Academy, her name is Kelly Tynch and she has many ideas on targeting children before they need an IEP for speech therapy. Kelly also has ideas about an articulation lab. Barbara and Ashleigh Dalton also stated that Kelly would end up almost doubling her hours at Brevard Academy, which would make her more accessible to new students coming into our school and that we would be proactive in the growth of Brevard Academy as far as the future need of services for our students. Ashleigh also stated that there is a possibility of Medicaid billing through Brevard Academy as a provider.

**Motion:** A motion was made by Ashleigh to hire Kelly Tynch for speech therapy services for 20 hours per week starting the school year of 2016-17. Zia seconded. Unanimous vote. **Motion was carried.**

**Bylaws:**

**Motion:** A motion was made by Zia to look at the 2016 bylaws and remove the highlighted text so that they can be sent off to the State Board of Education. Laura seconded it. It was the unanimous vote. **Motion was carried.**

**New Business**

**Busses:**



- ! **Motion:** A motion was made by Zia to approve \$20,000 to purchase 3 buses, 1 being handicap accessible in this budget year of 2015-16 and for this money to be available tomorrow. Laura seconded it. It was unanimous vote. **Motion was carried.**

#### **Facilities:** *Adrienne Casteen*

- ! Adrienne stated that the water basin size needed to be bigger at the new location and that reduced the size that was available for the previous playground that was presented from Barbara. Adrienne stated that she has got another proposal from another company called Kompan Company. Two playgrounds, one for K-2 and the other 3-8<sup>th</sup> grades. The total cost: \$69,278.11.
- ! Soccer field: Another need for the school is a soccer field, which will be a middle school soccer field with measurements of 65 x 85 feet. At this time, there is a slope on the field and there is grading that needs to be provided over this whole space. Steps will be graded into the outside of the field for a sitting option and also an easier way to access the field. A gravel road will access the field on the right side for either people to be dropped off or if emergency vehicles need to get to the field quickly. Total estimation for the whole field is \$101,600.
- ! The playgrounds and the soccer field need to be done before the school opens and the field actually needs to be graded before June 15th due to the fact that we want to get all this heavy machinery on the campus and off the campus before the new asphalt is laid for the parking lot.
- ! Break down of technology(cost \$28,550)
- ! Purchase of toilet paper holders(cost \$1,750)
- ! Replacement of kiln for art(delivery, setup, and instructions-cost-\$2,647.65)
- ! We are going to table gym flooring and laptops until the next board meeting.

**Motion:** A motion was made by Adrienne to approve the playground plan, the soccer field plan, the IT infrastructure information, and bathroom dispensers and art kiln. Laura seconded. All of these above stated come to a total amount of \$203,825.76. It was unanimous vote. **Motion was carried.**

#### **Transfer Policy:**

In county transfers within Transylvania County. Zia will do some research about transfers at our sister schools and report back to the board at the June meeting.

#### **Next Meeting:**

Next board meeting is on June 8, 2016, at 5:00 p.m. The location of meeting will be announced and posted on our website as soon as possible. We will not have access to Searcy at our next board meeting due to our lease ending at The Music Center that week.

**Motion:** Amy made the motion "I move that the board go into closed session in order to (i) consider the qualifications, competence, and performance of an individual employee pursuant to North Carolina General Statute § 143-318.11(a)(6), and (ii) consult with and instruct an attorney retained by the school in order to preserve the attorney-client privilege pursuant to North Carolina General Statute § 143-318.11(a)(3)."

Short break and come back at 7:00pm for a closed session for personnel.

#### **Adjourn:**

**Motion:** Zia made a motion to adjourn. Amy seconded. Vote was unanimous.  
**Motion carried.** Meeting was adjourned at 9:35 p.m.