

BREVARD ACADEMY – A CHALLENGE FOUNDATION ACADEMY

Board of Directors Regular Meeting

August 10, 2016, 5:00 p.m.

Hampton Inn Pisgah Forest, North Carolina

Chair: Nick Iosue

Secretary: Ashleigh Dalton

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

Administration present: Warren Alston-Interim Director, Ted Duncan-School Director

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

The pledge of Allegiance was led by Nick Iosue.

Approval of Agenda:

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

Consideration and approval of minutes:

Motion: A motion was made by Ashleigh to approve the June regular meeting minutes, the June special meeting minutes and the July special meeting minutes with noted changes. Adrienne seconded. It was a unanimous vote -- **Motion was carried.**

Introduction of Ted Duncan.

Public Comment: Jenny Suttles, Curt Bush.

Jenny Suttles reported that there was not have much luck with food trucks. The food trucks would charge a \$5/plate for the truck to come to the school to cook. Jenny also stated that there is a licensed cook in town who would be able to cook for the school, however the cook would need a commercial kitchen in order to cook for the school. Jenny Suttles did have a comment about the assistant director and that she would like to see the assistant director more of a priority rather than the bus routes. Jenny asked if the board could respond to this comment and Laura Thomas stated that the board is not allowed to comment about public comments at this time during the board meeting.

Curt Bush

- 103 families responded to bus survey
- 89 families expressed interest in the bus routes
- About 69 families in the morning, and 57 families in the afternoon
- 3 main bus routes-Laurel Park, Rosman, Cedar Mountain with stops along the way
- Drivers are needed
- One bus will drop off at Boys and Girls Club in the afternoons

PTO Report: Charlotte Shackelford.

Upcoming Events

- Back to School BBQ: Friday, August 19th at Recreation Center (5:30pm-7:30pm)
- Open House: September 1st. 10am-1pm and 5:30pm-7:30pm
- Fall Festival: Saturday, October 8th, 11am-2pm
- Wreath Sale: Ongoing through November
- Scholastic Book Fair: March 27th-March 31st
- Ongoing Box Tops for Education Fundraiser- permanent drop off station in lobby?

Charlotte stated over 250 responded yes for August 19th, which is the PTO Barbeque. It is now at the Rec Center due to the increased response of people to attend and PTO stated they will have a rain plan.

Finances

- Account Balance
 - \$4,700 (roughly). We are still awaiting access to our online account.
 - \$1,000 has been promised to school playground fund.
- Scholastic Balance
 - \$2,929.41- Needs to be divided among teachers *before* October 3, 2016

Parental Involvement

- Monthly PTO Meetings- 1st Tuesday of each month after morning drop off.
- Parent Sign Up Forms in classroom (would like to present at staff meeting, if possible)
- Parent Led Committees Needed?

School Lunches

- Daily options
 - Contacted local food trucks with idea of partnering with BA to provide lunch Monday-Thursday each week. All were unable to do so at current lunch price of \$3.50/child. A few were interested, but needed a minimum price of \$5/child.
 - Spoke with private caterer about renting commercial kitchen space to make lunches, but school would have to absorb cost of rental space. Cost is \$18/hour, but discounts are offered for long-term rentals and non-profits.
 - PTO would like to continue Pizza Days once a week, but switch to Fridays if possible.

Financial Update: Acadia needs to present a budget update, which is not available at this time.

Directors Report: Warren Alston.

Enrollment: Currently, there are 352 students enrolled for the 2016-2017 school year. Most files are complete on these 352 students.

Buses: Still looking for buses. Warren stated to the board that we have already approved up to \$20,000 for three buses, but he thinks that we might need to increase that budget to make sure that we can get some decent buses when they are available so that we do not miss out on any nice buses when they become available.

Staffing: Need to add: a couple of new assistants to third and fourth grade, specials teacher.

Team CFA Report: *Laura Thomas.*

Team CFA is looking to expand further into North Carolina. Goal is to get 50 schools total throughout the country. The expansion of schools could be established schools or new start up charter schools. South Carolina has expressed interest in Team CFA schools. Seven to eight instructional coaches for team CFA. Our instructional coach will be Lisa Malaquin-Prey for 2 days/week. Electronic resources added to team CFA website. Team CFA will be providing \$2500 for marketing, which can be used on business cards, envelopes, etc.

Committee Reports

Facility: *Adrienne Casteen* – Tiles are going down on the floor and on the ceiling, final paint, water pressure testing from the county. The HVAC is up and running. The moisture test for the gym floor is this week. August 22nd gym floor will be going in. The parking lot has been paved.

Fundamental Development & Public Outreach: *Nick Iosue.*

Capital campaign. Nick proposed a “non-fundraiser-fundraiser”. We need about 80% participation. BA is forming an annual event of cash donation of current families and alumni to assist with fundraising efforts for Brevard Academy as a school-for school specific needs.

Public outreach: September 1st is the ribbon cutting at 10:30 a.m. with the open house through 1:00 p.m. and between 5:00 and 7:30 on September 1st.

Long-Range Vision and Planning: *Zia McConnell*-will address in September. Nick has added edits, so we need to go to the updated document and change the date.

Personnel: During closed session.

Board Development Policies and Procedures: *Zia McConnell*- Board of Directors will continue to accept applications. The applications will be reviewed in the next couple of months with a plan on possibly bringing on a new board member in October.

Old Business:

Motion: A motion was made to increase the total bus budget to \$25,000 if needed for new buses. This motion was made by Zia. Seconded by Laura. The vote was unanimous – **Motion was carried.**

Motion: A motion to correct the June regular meeting minutes for facilities, miscellaneous project-related costs. The amount needs to be changed to \$148,623.92. This motion was made by Ashleigh and seconded by Zia. The vote was unanimous -- **Motion was carried.**

New Business:

Facilities: These are project-related costs which include a PA system in the building, curtains for the gym, lawnmower, and landscaping supplies.

Motion: A motion was made by Amy to approve the project related costs listed above. Seconded by Laura. The vote was unanimous. **Motion was carried.**

Next Meeting:

The upcoming BA board meetings for the 2016-2017 school year: September 14th, October 12th, November 9th, December 14th, January 11th, February 8th, March 8th, April 12th, May 10th and June 14th. All these meetings will be at 5:00 p.m. at the Brevard Academy campus.

Break time: 5:57 p.m. and we will reconvene into closed session after a short break.

Closed Session:

Motion: Zia 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 personnel matters. Amy seconded.

Motion carried. The Board entered into Closed Session at 6:03 p.m.

Motion: A motion was made to come out of closed session by Adrienne. Seconded by Laura. It was unanimous vote - **Motion was carried.** The time was 7:31 p.m.

Old business(cont):

Motion: A motion was made to re-sign a contract with Mountain Roots for the 2016-2017 outdoor education program. This motion was made by Ashleigh. Seconded by Adrienne. The vote was unanimous – **Motion was carried.**

Motion: A motion was made to approve a teacher assistant. This motion was made by Zia. Seconded by Laura. The vote was unanimous – **Motion was carried.**

Motion: A motion was made to add a specials teacher option for three days to finish filling in the specials curriculum- this might be numerous topics such as coding, martial arts, dance, etc. Motion was made by Amy. Seconded by Zia. The vote was unanimous. **Motion was carried.**

Adjourn:

Motion: A motion was made to adjourn by Amy. Seconded by Zia. It was a unanimous vote. **Motion was carried.** The time out was 7:39 p.m.