

BREVARD ACADEMY – A CHALLENGE FOUNDATION ACADEMY

Board of Directors Regular Meeting

August 24, 2015, 5:45 p.m.

Searcy Hall, BA-CFA Campus

Chair: Warren Alston

Secretary: Zia McConnell

Members present: Stewart Marshall, Laura Thomas, Amy Knight, Nick Iosue, Ashleigh Dalton

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 5:48 p.m. A quorum was present.

The Pledge of Allegiance was led by Wesley & Sawyer Aiken.

Approval of Agenda:

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

The Chair welcomed Ashleigh Dalton as a new Board Member.

Consideration and approval of minutes:

There were three sets of minutes that required approval:

5/28 Special meeting minutes:

Motion: A motion was made by Nick to approve the 5/28/115 Special Meeting minutes. Stewart seconded. Unanimous vote -- **Motion carried.**

6/15/15 Regular meeting minutes:

Motion: A motion was made by Laura to approve the 6/15/15 Regular minutes with edits as noted. Stewart seconded. Unanimous vote -- **Motion carried.**

7/24/15 Regular meeting minutes:

Motion: A motion was made by Nick to approve the 7/24/15 Retreat minutes. Laura seconded. Stewart abstained, as he was unable to open the electronic document. Six ayes-- **Motion carried.**

Public Comment: None

PTO report: Marissa McQueen

The PTO started the year with just under \$4,000 in their account. PTO continues to support the school in many ways. Here are some of the upcoming PTO events:

[Pizza will be sold for lunches every Monday.

- [Ice cream is sold the last Friday of every month
- [Fall Festival will be the 2nd weekend in November (the 14th). This date has been approved by the Music Center.
- [There will be a pancake breakfast for students and families on 9/4. The start time will be 7:15 a.m.
- [PTO will be helping support the teachers and staff during Core Knowledge nights by providing food.
- [PTO meets the 3rd Thursday of every month in the BA-CFA Conference Room.

Teacher report: Camy Stirling

Camy noted that a pair of teachers will present at every Board meeting to inform the Board of what is happening in the various grades and classrooms.

For this meeting, Kimberly Best and Carly Smith from 1st Grade presented.

Ms. Best spoke about the Core Knowledge Language Arts (CKLA) program for K-2. CKLA for K-2 is different because for K-2 they are not developmentally ready for the things that 3rd graders are ready for. They focus more on Listening and Learning Strands. This helps students with vocabulary and speaking skills (they partner up and discuss what they heard). The texts that are read to the students are rich text-based resources that CKLA provides such as the domain on Stories and Fables. In this domain, students learn ethics and morals through the stories. They learn idioms and different vocabulary through this type of literature. The story is projected on a screen as it is read to the students so that they can begin to see words and begin to learn about reading as the story read aloud to them.

Ms. Smith spoke about the various field trips and experiential learning the first graders get. Ms. Smith stated that these trips are part of what makes BA-CFA so different than traditional schools, and that the teachers choose trips that match the curriculum and that tie to their learning really helps the material “stick” in the students’ heads.

For the animal habitat domain, they visit Gwynn Valley Farm, where they see farm animals and how they eat and live. They picked from the garden there, and donated the food to Sharing House, which reinforces giving back to the community.

They also go to Pisgah Wildlife Center to study forest animal habitats and learned specifically about the survival of the trout.

They have been to the Greenville Museum of Art, the Greenville Zoo, The Mineral & Lapidary Museum in Hendersonville (ties to history of the Earth domain), and traveled downtown to learn about their own community. This year they hope to add the library to that field trip.

Kimberly spoke also about the Technology integration in the classrooms. It is more than just using the computers and white boards. There are four key elements: active engagement, participating in groups, frequent feedback, and a connection to the real world.

Technology needs to support the curricular goals and it will change the way the teachers teach and think about their teaching. The technology needs to help students with the projects they are doing, and the teacher acts as a content advisor. In one instance, the students are using the video-camera and software and creating their own short movie. In another classroom, students are using computers to create music.

To provide this new technology training, Kimberly takes a cart of computers into each classroom.

Financial report: Barbara Grimm

There were no budget amendment requests for this meeting.

Next month there will be some changes as the Pack-in/Pack-out bill has just been received. This should finish out the 2014/2015 budget year.

There will be an additional category as the lease from the copier from Wells Fargo will now have its own line item under debt service.

Director report: Barbara Grimm*Enrollment:*

At the moment we have 290 students enrolled. What the state counts is that number of students on day 20 of school for the ADM (Average Daily Membership) which will determine our budget numbers.

Testing:

We will be starting MAPs testing soon, but have had trouble with the wireless internet connection. We are switching-out Comporium and waiting on NCREN (which provides internet to schools at no cost) to be installed.

We have an EC Services audit on September 22nd.

After School Program:

The afterschool program seems to be going well. We have approximately 27 students attending daily. We are looking for an additional support person to help the current leaders: Philippe Hacket and Taylor Perez.

The Boys & Girls' Club has about 37 children who are participating in their program, which is about a 30% increase over last year.

Buses:

We are not part of the district bus repair. We now have a local mechanic who is taking care of oil changes, general maintenance, and repairs. All repairs are logged and documented, and there is a checklist that each driver completes before using the bus for any trip.

Additional:

Zia asked if we had any preliminary data from the audit company from the audit that was done in June. The answer from Mrs. Grimm was that we won't have any information until October from Petway, Pearson, & Mills when the audit report will be complete.

How is the car line running? It is at about 30 minutes for parents to wait.

Team CFA report: Laura Thomas

The Board dinner will be held on September 11th that the Grove Park Inn.

Saturday, 9/26 there will be a Board training held in Polk County at the Tryon Equine Center (still waiting on confirmation of this site.)

The question was asked if the dates for next summer's conference were set – Yes, June 22-26 2016 in Nashville, TN. The thought is that with Lake Lure, BA-CFA and Shining Rock, we might charter a bus. We would need to book 3 months in advance; looking at Young bus line, but have not actually talked to them.

Committee Reports:

Facilities: Amy

- [The closing on the property on Highway 64 took place on August 11th. The architect is doing the final measurement to begin actual drawings. Nick was in contact with someone who bush-hogged the property today.
- [A sign is being made to CF-Properties specifications saying something like "Future Home of Brevard Academy: A Challenge Foundation Academy" and there will be a drawing of the proposed building. This should happen within a couple of weeks.
- [CF Properties has a detailed schedule that they are working from. Some of the big challenges will be water and sewer. Needless to say, it needs to be ready by early next summer so that we can be ready to start school there.
- [As we think ahead to budgeting, if Barbara could please let the Board know what our 20-day student count (ADM) it would be much appreciated.
- [Adrian Casteen has helped the Facilities Committee with numerous logistical issues. She has really stepped up to the plate and been a big help.

Fund development/Marketing & Outreach – Nick Iosue

Marketing:

- [The committee is meeting with Looking Glass Media who will give a proposal on 15-30 second video segments that could be shown on FB or the webpage. Garth (videographer from Team CFA) is also working with us and has some ideas for videos for marketing purposes.
- [There will be a ground-breaking on October 3rd from 11:00 a.m. to 3:00 p.m. with a ribbon-cutting, food, etc. Have secured Blue Smoke BBQ, but Chameleon Catering and the Chub Wagon are booked. If anyone knows of other caterers or trucks, please notify Nick as soon as possible.
- [There will be student/teacher led tours with a question and answer and idea-sharing from the public (specific to landscaping).
- [No cost – All are invited to come and see what we are doing!

Fundraising:

- [Nick is proposing a Mud Run, called *The BA Bulldog Challenge* as a fund-raiser. He and his wife are designing the course and looking at the calendar along with the Chamber of Commerce to see what other events might be going on so as not to conflict with another big event.
- [Josh Leder and Nick are talking about the possibility of using some property that Josh owns for the event.
- [Thinking about some time May at this point.
- [Also considering a silent auction as a second big fund-raising event.

Long Range Planning and Visioning: Zia

- [The Facilities portion of the plan needs to be fleshed out with specifics. Zia and Amy (chair of Facilities) will work on this.

Personnel: Laura

- [Laura will be the new Board representative for this committee.
- [We need to work on a new evaluation tool for the Director, and an evaluation will be performed twice a year: December and May.

Board Development, Policies and Procedures: Stewart, Zia

- [Bylaws: Amy and Zia will take a look at the bylaws and prepare updates to present to the Board.

Old Business:

We reviewed at the retreat three new policies: a Non-discipline Grievance Policy, a Nepotism Policy, and a Sexual Molestation Policy. These are all policies that have been recommended by the State Office of Charter Schools that we have as part of our policy books.

Motion: A motion was made by Zia to approve the (Non-discipline) Grievance Policy, with the addition of the updated name change to “Brevard Academy: A Challenge Foundation Academy” throughout the document. Amy seconded. Unanimous vote -- **Motion carried.**

Motion: A motion was made by Nick to approve the Nepotism Policy, with the addition of the updated name change to “Brevard Academy: A Challenge Foundation Academy” throughout the document. Laura seconded. Unanimous vote -- **Motion carried.**

Motion: A motion was made by Zia to approve the Sexual Molestation Policy, with the addition of the updated name change to “Brevard Academy: A Challenge Foundation Academy” throughout the document. Amy seconded. Unanimous vote -- **Motion carried.**

Kimberly Best will share the Employee Handbook on Google Docs with the Board members so that we have that as one of our core documents.

The Sexual Molestation policy may affect the rate on of our insurance policy.

All Board members need to sign these policies – Barbara Grimm will email and Board members will sign and return them to school.

New Business:

Landscaping/Environment of new property:

Barbara is having conversations with people to make sure we take the natural feel of the Music Center to the new place. Muddy Sneakers has a Permaculturist as part of their team and they have a branch that specializes in creating outdoor learning spaces as classrooms.

Barbara would like to have a plan created by Muddy Sneakers for the October 3rd Ground-breaking. (Documents were provided to the Board with the proposal.) They would like to have a plan or us that we could vote on it in September.

This kind of partnership is cutting edge and we could be a model school for this kind of plan where school environments support their curriculum with their instructional spaces. We have an opportunity to do something really different and show how much we care about the area and environment we live in.

Muddy Sneakers is also looking into getting grants to fund these kinds of projects. They received a CanAid grant from Oskar Blues and has designated \$1900 toward this project, should we accept their proposal.

Physical Therapy:

Ashleigh Dalton, new elected Board member has been providing physical therapy to our students. The Board needs to vote that she may continue to provide these services. She will fill out a revised Conflict of Interest form, stating that she will not vote or make any decisions involving P.T. services.

Motion: A motion was made by Nick to continue to use Dalton Pediatric Therapy and Ashleigh Dalton for physical therapy needs of students at BA-CFA. Laura seconded. Unanimous vote -- **Motion carried.**

The question was raised, how are we doing on reducing the billing for these types of services? Barbara said it is not as significant as originally thought, but we are still saving some money by have the services billed directly to Medicaid.

Warren also noted that he believes in Robert's Rules of Order that not only does a person recues themselves from voting, but also must remove themselves from the room when the topic addressed in the Conflict of Interest statement is discussed.

Stewart and Laura still need to be fingerprinted here in Brevard. This takes place at the Sheriff's Office on Wednesdays from 9:00 – 11:00 a.m. and Fridays 9:00 – 11:00 a.m. One cannot make an appointment ahead of time.

Meeting dates:

Listed below are the meeting dates for the regular Board meetings for 2015/2016:

[9/21, 10/19, 11/16, 12/14 (changed due to Christmas holidays), 1/11 (changed due to Martin Luther King, Jr. holiday), 2/8 (changed due to President's day holiday), 3/21, 4/18, 5/23, 6/13 (Annual meeting)

Adjourn:

Motion: A motion was made by Nick to adjourn. Zia seconded. Unanimous vote -- **Motion carried.**

Meeting adjourned at 7:13 p.m.