

BREVARD ACADEMY – A CHALLENGE FOUNDATION ACADEMY

Board of Directors Regular Meeting

September 15, 2014, 6:30 p.m.

BA-CFA Conference Room

Chair: Warren Alston

Secretary: Zia McConnell

Members present: Stewart Marshall, Cheryl Reinstadler, Nick Iosue, Frank Prince

Administration present: Barbara Grimm, Ben Butler, Camy StirlingGuests: John Lanier – Transylvania Times, Laura Thomas – Team CFA

The annual meeting of the Brevard Academy Board of Directors was called to order by the Chair at 6:35 p.m. A quorum was present.

The Chair welcomed everyone, and the Pledge of Allegiance was led by four BA-CFA students, the Wilbanks girls.

Approval of Agenda:

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

Consideration and approval of minutes:

Motion: A motion was made by Cheryl to approve the 8/25/14 regular meeting minutes with corrections noted. Frank seconded. Unanimous vote -- **Motion carried.**

Public comment: Derek Wilbanks

Mr. Wilbanks asked the Board if the Glen Cannon property was still being considered. If so, did we know that there is an issue with the flooding of Wilson Road that could cause a significant re-routing of traffic? The only other route is Elm Bend road, and that is pretty long drive around, particularly in a school bus.

He also noted that the roads to Glen Cannon are narrow and curvy and there could potentially be a big back up of traffic at drop-off and pick-up times.

He also asked how a new location and building is being paid for, to which Warren Alston answered that we are a public school and as such our primary funding comes from the funds we receive from the state, local and federal funds with relation to our student head count at the school.

Warren and Nick both stated that we are still considering different properties in the area – we have not contracted with any one property at this point.

Mr. Wilbanks said that if a facility committee is being formed, he would be interested in being on that committee. He feels that it is important to have someone on the committee that has been at the school for a number of years, and he and his family have been there since his oldest was in Kindergarten.

Teacher report: Camy Stirling

Camy announced that the dates for the Core Knowledge presentations by the various grades are out on the calendar, and have also been given to the Board members. These presentations will coincide with our Board meeting dates, but will take place at 5:30 p.m.

The first grade teachers, Camy Stirling and Carly Smith reported on how their classes have been using the Art/Music Collaboration Fridays. All of the first graders made paper mâché globes to go along with their geography lessons, which include the oceans and the seven continents.

The process for the grades interested in this collaboration effort is that they fill out a form ahead of time in the week to work with the Art or Music teachers. This way the Specials teachers know what the groups are looking for, what they are studying, and what activity might work best to enhance the Core Knowledge unit being studied. For Patriot's Day, for example, Mr. Gardner taught the first graders Yankee Doodle and they sang it for the special program that day. For the upcoming unit on the human body, the students are learning a song called "Dem Bones." This music connection is also part of the Listening & Learning component of Core Knowledge.

Also for morning assemblies, each class has a few minutes each Wednesday for a whole month to share with the entire school a bit about what they are learning. This is called "What do you know Wednesdays." These Wednesday sessions are a way to have all the grades participate in sharing school-wide what they are learning, and to make assembly time more engaging and meaningful. First grade has the month of September.

Director report: Barbara Grimm

You all should have received the revised student count for our 20th day numbers that the state uses to define our ADM (average daily membership). Our total enrollment number is 245. Last month, we still had some students included in our total number that ended up not attending BA-CFA.

Chromebook computers:

Barbara stated that she has been working tirelessly with Team CFA's Technology team of Sean, Peter, and Joseph, and still cannot get the licensing straightened out to run the MAPS testing software. There seems to be no one at Google to actually speak to, and it has been very frustrating. Cheryl suggested that maybe contacting NWEA might help give some heft to making Google respond to us. So, what this all means is that the Middle School has taken their MAPS tests, because they have their MacBooks, but the lower grades are missing the first MAP test, where we try to get a baseline of their knowledge as they enter a grade level. Once they take it now, they will have already had a great deal of instruction and learned many things, so it might not be that baseline we were looking for.

Literacy Across the Curriculum Conference - October 11, from 8:30-1,

Reader Response Strategies to Increase Comprehension & Meet Standards in Reading and Writing in All Disciplines - On October 11, from 9-1, Lesley Roessing, published author and director of the Coastal Writing Project, has agreed to come to Brevard with two other presenters to deliver a professional development on strategies to teach writing.

Barbara has reached out to the Rosman Elementary principal (they are in the VISION class together) to let him know about the conference. She is also contacting the other Transylvania schools, and trying to reach teachers directly to let them know they can earn CEUs if they attend. The Dean of Education from Brevard College has enrolled, which is an exciting connection, and the information has been sent out to other Team CFA schools as well.

Tutoring:

We now have about 40 volunteers helping with Math and Reading tutoring. Trudi Pierron has done a great job coordinating our volunteer program for us.

We are going to change how tutoring is being done in that any student who wishes for additional help (not just those who are failing) will be able to get it. Also, we will be offering a variety of

Clubs the last Friday of each month, and if you have missed 5 or more school assignments during the month, you will not be able to participate in Clubs. You will also be required to attend Saturday school the last Saturday of the month, and you will be ineligible to play sports.

Clubs:

We are going to start a variety of enrichment clubs for our students, and are polling parents for their interest and talent in this area. So far, we have such things as chess, photography, storytelling, and hope to add more as we hear from parents.

Service Projects

- We sent a check to the ALS Foundation for \$520.55 as a result of our ice bucket challenge.
- Awareness Fun Day – Middle school will be tie- dying ~45 shirts for the volunteers to wear during this event on Saturday, September 20th. .
- October Service Project will be Halloweenfest on October 25. We are looking for a theme related to our study of Greek and Roman Mythology to highlight those areas of our curriculum that are different from other schools. We have just come up with the idea of dressing as various idioms – so stay tuned!

Bus update

After an August 7 bus inspection by Randy Henson, DPI Western Transportation Consultant, the buses were taken to Total Auto for necessary repairs and maintenance.

- Teddy Roosevelt: \$494.00
- Fill tanks: \$190.00

However, on the way back from the football game this past week at Trinity, there was a problem with the fuel pump. Luckily, Thomas Jefferson came to our rescue and loaned us bus to get students back home. It turned out to be the fuel pump, and now we are waiting on parts. The problem is we don't have a local mechanic that really has experience with buses. Transylvania County schools have their own repair people for their fleet. Frank Prince suggested contacting the Boys & Girls Club to see who works on their buses, to see if we might be able to use the same mechanic.

The drivers will now perform a pre and post inspection for all field trips to reduce the likelihood of a problem going unnoticed.

Cheryl asked about Latin, and if we are teaching Latin II. The answer is no, because at this point, when students go to the High School, they cannot take Latin as freshmen. What we do have is Latin starting in the 6th grade as an exploratory class of the language and its roots along with some history. In 7th grade we have Latin-A, and in 8th Grade Latin-B to complete Latin I.

Ms. Grimm asked if there was a policy committee to flesh out school policies. Warren offered to help with this, and suggested that it should be at least one Board member, one staff member and Barbara. Cheryl suggested looking at Piedmont's site, as they have put a lot of detailed information about their policies on their site.

PTO report: Marissa McQueen

In error, the agenda neglected to have a PTO report listed. Marissa McQueen asked if she could report, and the Board agreed.

- Book Bingo night went really well; everyone had a good time.
- Pizza Monday lunch money will go to help with the 8th grade class trip. They are planning on attending Earthshine, which is a resort with ropes courses, hiking, etc.
- The sale of ice cream has raised \$300 for the band for new instruments. (Band also raised almost \$200 on Hat Day.) The band recently purchased 2 new bass guitars and some new percussion instruments.
- PTO will be working with Mr. Gardner to help coordinate some small fund-raising events.
- There will be a Singapore Math night at the end of September, and PTO has been asked to help with child care so that parents can attend.

Financial Report

Several budget amendments were presented by Ms. Grimm. She and Krystal Powell from Acadia speak on a regular basis, and all of these recommended amendments are clean up and re-categorization of funds. For example, the Fellow Funding reduction: Team CFA in its restructuring is now paying the salaries of the Fellows directly.

BOARD ACTION REQUESTED:

1. Rev – Summer Reading Program PRC 016 – Request to ADD \$11,604.25 _____
2. Rev – School Lunch Program – Request to ADD \$2,673.50 _____
3. Rev – CFA – Technology Grant– Request to ADD \$4,000 _____
4. Rev –CFA – Fellow Funding- Request to REDUCE \$62,857.21 _____
5. Line 1: Salary – Teacher-Request to REDUCE \$74,746 _____
6. Line 1: Salary – Teacher Assistant- Request to ADD \$30,214 _____
7. Line 1: Salary – Coach Stipend – Request to REDUCE \$5,100 _____
8. Line 1: Salary – EC Teacher – Request to ADD \$2,239 _____
9. Line 1: Salary – Principal – Request to REDUCE \$484 _____
10. Line 1: Salary – Office – Request to ADD \$1,980 _____
11. Line 1: Salary – Teacher – 016 Request to ADD \$11,182.02 _____
12. Line 2: Social Security Cost - 016 – Request to ADD \$144.59 _____
13. Line 2: State Retirement Cost -016 – Request to ADD \$277.64 _____
14. Line 2: Life Insurance Cost– Request to ADD \$840 _____
15. Line 2: Other Insurance Cost – Request to ADD \$7,800 _____
16. Line 2: Unemployment Cost – Request to ADD \$24,000 _____
17. Line 18: Salary Teacher CFA – Request to REDUCE \$62,857.21 _____
18. Line 20: Capitalized Computer Equipment-Request to ADD \$4,000 _____

If all recommendations are made:

Revenue: Reduce by \$44,579.46 (this will decrease surplus)

Expense: Reduce by \$60,509.96 (this will increase surplus)

Net Change: Increase Net Surplus/(Deficit) by \$15,930.50

Motion: A motion was made by Cheryl accept the budget amendments as presented. Nick seconded the motion. Unanimous vote – **Motion carried.**

Team CFA report: Cheryl Reinstadler

The Team CFA dinner held on September 11th at the Renaissance Asheville was great!

The *Around the Network* publication is being re-tooled – take a look and see what you think, and give us feedback.

There is an updated affiliate agreement – some wording was changed, the rubric was removed, and it has been simplified somewhat to be more clear. BA-CFA has the option to sign the new agreement or not. If we were to do this, all the schools would have the same agreement. Cheryl will email the Board the new agreement for review.

There is a new school in Indianapolis that will be opening soon.

Cheryl will not be able to attend the December meeting, so November will be her last meeting as a Board member with us.

The discussion about who will attend the next summer conference in Denver needs to start happening. Sometime in January, Warren will attend a meeting with the staff and go over expectations for attending the conference.

Committee Reports:*Finance Committee: Zia*

- As was voted, Zia went to UCB and closed the Board Brevard Academy Fundraising checking account at UCB.

Fund Development & Public Outreach

- None

Long Range Planning and Visioning: Zia

- Cheryl had edits to the 5-year Strategic Plan which she gave to Zia, and Nick asked to be able to review it for edits and to have the vote on the final version be at the October meeting.

Personnel: Zia

- Items will be addressed in Closed Session

Board Development, Policies and Procedures: Stewart

- None

Facilities

- Information regarding the acquisition of real estate to be discussed in Closed Session.

Old Business

None

New Business

None

Next Meeting:

October 20th, 6:30 in the conference room of the Brevard Academy CFA campus. There will be a Core Knowledge presentation by grades 6th – 8th just prior to the meeting at 5:30 p.m.

Short Break

Closed Session:

Motion: 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 property acquisition and personnel matters. Zia seconded.

Motion carried. The Board entered into Closed Session at 7:43 p.m.

Motion: Nick made a motion to come out of Closed Session. Frank seconded.

Motion carried. Time: 8:55 p.m. **No action was taken.**

Motion: Zia made a motion to approve the minutes of the Closed Session. Nick seconded. Unanimous vote - **Motion carried.**

Motion: A motion was made by Nick to approve the pay-out (ASAP) of personal leave to all the teachers/staff that were grandfathered in under the old policy (where leave accrued and was paid out when/if the staff member left the school.) Cheryl seconded.

Unanimous vote – **Motion carried.**

Motion: A motion was made by Nick to amend the personal leave policy to state that going forward any teacher who does not use personal leave during the school year will be paid for those days not used. He/she will be paid a daily pro-rata amount depending on his/her current pay scale and will be paid at the end of the school year. Frank seconded. Unanimous vote – **Motion carried.**

Adjourn:

Motion: Zia made a motion to adjourn. Frank seconded.

Vote was unanimous. **Motion carried.**