

BREVARD ACADEMY

Board of Directors Regular Meeting

March 8, 2010

6:30 p.m.

Searcy Hall, Brevard Academy Campus, Brevard, NC

Chair: Seyl Park

Secretary: Zia McConnell, present

Members present: Melissa Stewart, Kimberly Best, Joan Barham, Connie Tolppi (Treasurer),
and Sara Freeman (Vice Chair)

Administration present: Shirley Reed, Leslie Wright

Guests: B.J. Keel

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

Approval of Agenda:

Motion: A motion was made by Kimberly to approve the agenda, with one change, which was to add DPI training follow up. Motion carried.

Consideration and approval of minutes:

Motion: A motion was made by Melissa to approve the minutes both of the 2/8 Regular meeting and the 2/10 Emergency meeting as amended. Motion carried.

Chairman's remarks: Seyl Park

Seyl welcomed all in attendance, and then read the Global Ends policy. He also read Brevard Academy's Beliefs heading statement. The DPI review of basic meeting protocol was covered, and the following is a summary of what was said:

- The Board acts with one voice; no one Board member can speak for the whole Board
- After public comments section of the agenda, no more interaction with the public present should occur. There should not be an exchange of information between the Board members and the public present

This was all stated to clarify the procedures for future meetings. This is the meeting protocol as stated by DPI; not the Board.

We need to make a push to get kids into the school. We are down 15 kids from the beginning of the year. We all need to speak positively about our school – go out into the public and get the word out about our school is a good place for all children.

DPI Training: Sara Freeman

Sara heard back from Jean Druft and we have an evaluation to send in. Most Board members wanted it to be sent to them via email. Sara needs it completed and sent back to her by the middle of next week (March 17th).

Opportunity for public comment:

Faith, who has a son in Kindergarten, asked about the decision process for the 2-hour delays. Ms. Reed stated that she calls teachers in different parts of the county and city to see if roads are bad. Then she makes a decision as to whether or not there is a 2-hour delay.

Audit: B.J. Keel (see attached report)

The local government position and DPI approved our financial statements. For state public monies, the operations must occur in the current year.

B.J.'s office does not charge for phone calls to their firm. Parents and teachers can call her directly to have questions answered. She would call the Board Treasurer to help clarify the questions and answers, and then call parents and/or teachers back. This keeps the Board in the loop.

Brevard Academy has exceeded its means. BJ can help us if we receive a letter from the state. There is a compliance supplement from DPI for state charter schools. An internal control document does exist – Joan, B.J and Shirley worked on this.

It is important that we as a Board understand how to oversee a government agency. The report we received wouldn't be possible without B.J.'s firm's involvement. B.J. strongly suggests, based on the report that development be a part of what the Board should be increasing.

Principal's report: Shirley Reed (see attachments)Enrollment:

To remain fluid, DPI says we need to have 154 maximum, with 140 minimum. Ms. Reed asked if the Board would consider just being a K-6 school. The immediate response is that our charter would have to be modified and put to DPI if that is considered. By the next meeting, Shirley would like to have a decision on whether or not the board plans to continue to include Middle School. This is so that she can let teachers know by April 15th if they will be reduced based on enrollment numbers.

It was suggested that we should perhaps have a 5-6th Grade reception, just as we are having the Kindergarten Round-up.

Ms. Reed explored the possibility of Homeschool students being able to attend B.A. – and the information is that if a Homeschool student attends ½ a day, we can use them in our head count from DPI.

School closing dates:

Right now, our last day of school will be June 4th rather than June 5th as seen in some materials sent home. If we have another snow day, Memorial Day will be taken away.

Budget amendments (see attached report)

Motion: Sara made a motion to accept the budget amendments as laid out by Shirley.
Motion carried.

Teacher Representative report: Leslie Wright

The teachers wish to thank the Board for issuing the money that had been held in reserve for retirement.

They are brainstorming ideas for recruiting Middle School students.

The Board requested of teachers that they be positive about our school with all of the parents and the public. If a teacher has a complaint, please take it to the proper channels, and do not talk about it on campus, as it is most likely to be overheard and may be talked about out of context, etc. We need to continue to present a positive outlook to our parents and the community.

PTO report: written by Juli Lefler, read by Seyl Park (see attached)

Juli requested splitting or Board contributions to the cost of the mulch used in the island area in front of the office.

Another gift to the teachers could be a new bench for the playground.

Motion: A motion was made by Connie to fully fund the \$265 for the mulch. Motion carried.

A thank you note should be written to Dawn and Steve Mitchell for the picnic table they donated to the island improvement project. Zia to write note.

Old Business:

- Tiffany Galloway recognition – Melissa provided a card for all Board members to sign.
- Lowe's grant information – Connie sent in all of the necessary paperwork, and we should know something by May.
- Seyl contacted Richard Vinroot, a lawyer that works with Team CFA, regarding possible monies owed to Brevard Academy as a charter school (several charters did not receive the correct amount, and we are trying to see if we might have been part of that group of schools). He will look at the financial statements to see if we are owed any money.
- Bank signatures paperwork now available at the bank - need signatures from Sara and Seyl this week.
- Melissa will follow up on checklist from Team CFA and email it to Board members.

Brief Recess**New Business:**

Need to contact Juli Lefler about marketing costs for Scholastic Book Fair advertisement.

Motion: A motion was made by Kimberly to help PTO with enrollment drive up to \$200 maximum amount. Motion carried.

What about grant opportunities? Are there any out there that we can pursue? Who could do that?

Tabled items:

The closed session proposed for this meeting was tabled and will occur at the April meeting.

Adjourn:

Motion: A motion was made by Sara to adjourn. Motion carried.