

BREVARD ACADEMY

Board of Directors Regular Meeting

February 8, 2010

6:30 p.m.

Searcy Hall, Brevard Academy Campus, Brevard, NC

Chair: Seyl, (arrived later)

Secretary: Zia McConnell, present

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

Administration present: Shirley Reed, Leslie Wright

Guests: Joan Lange, Phil Byer - Challenge Foundation and Chris Quinn - Acadia NorthStar

The regular meeting of the Brevard Academy Board of Directors was called to order by Sara Freeman at 6:45 p.m. A quorum was present.

Approval of Agenda:

Motion: A motions was made by Frank to approve the agenda. Motion carried.

Consideration and approval of minutes:

Motion: A motion was made by Kimberly to approve the minutes amended (there were some typos) from the January meeting. Motion carried.

Chairman's remarks:

Sara welcomed all in attendance in Seyl's absence.

Opportunity for public comment:

Juli Lefler, Camy Stirling, Lisa Malaquin-Prey, Joan Lange, Phil Byers were in attendance. There was no public comment.

Budget discussion: Chris Quinn (see attachments)

Because of amended State ADM numbers, the budget the Board had set out came in at a deficit. Acadia automatically adjusts the budget according to the State's change in the ADM amount.

There is a time lag between the time the office information gets to Acadia, so there might be revenue that looks available one month, but then the expenses show up the following month. Most schools collapse the "Activities" revenue to one line so that there is not all that detail, because the school keeps the actual ledger sheet of what the current revenue and expenses are in the office.

We have a new account executive from Acadia, Cindy Hilton. She has been with Acadia for some time, and has moved into this position.

Shirley covered suggested budget amendments.

Motion: A motions was made by Frank to accept the budget amendments as presented by Shirley Reed. Motion carried.

Principal's report: Shirley Reed (see attachments)

Enrollment:

Running radio ads every day on White Squirrel and the gospel station(WGCR).

The banner over Broad St. has been damaged, so hope to have it repaired and up again soon.

The main sewer for the BMC (Brevard Music Center) is scheduled to be repaired in April. This will mean a change in traffic pattern. There is a committee of teachers that has been formed to come up with a different way to route traffic during this time, should it be necessary.

The Kindergarten Roundup will be for parents who have signed up their children for Kindergarten already as an orientation to the school, the classroom and the teachers and aids. There have been lots of calls as a result of the banners that are up in town.

Have a new candidate for speech therapist, Kelly Tynch. There is not the same contract issue as with the previous therapist, which revolved around state retirement for contracted employees.

Facilities:

There have been issues with the snow removal. Snow removal does not occur on Fridays. Snow removal *is* part of the lease with the Music Center.

The has been some confusion on the part of parents who were still following the previous "rule" regarding 2-hour delays, which stated that if the county schools were on a 2-hour delay, Brevard Academy would be also.

Motion: Kimberly made a motion that the handbook be amended to state clearly that Brevard Academy may not follow the county 2-hour snow delay decisions. Motion carried.

Teacher Representative report: Leslie Wright

Leslie reported that there was a memo from Shirley to ask for volunteers for 4 hours after school to help get the children ready for the EOG tests. This was not well-received because of the salary issues. The teachers feel that they are already sacrificing as it is; they can't do more. The origin of this came from the fact that Sara offered to volunteer 40 hours of her time to help the children prepare for the tests.

Teachers want a plan from the Board for what changes are upcoming; what kind of fund-raising ideas are planned, etc.

The teachers would like to have the money that is allotted to go to retirement now, since we have to wait for Congress again to push Brevard Academy to be included in the state retirement plan. The teachers need the money now.

WE can only grow by 10% per year by law. We can petition the Department of Public Instruction (DPI) to increase that amount, so the school cannot count on growing but a certain percentage to increase revenue.

Leslie spoke to all 18 teachers, and all would prefer bonuses with the money that has been set aside for retirement rather than have it go to the 401K plan. Part time teachers are not figured into that, only full time employees that receive benefits.

It was pointed out that if the money is distributed, the Board still has to pay Social Security on that money, so it is not just a matter of dividing the money up equally and distributing it.

Shirley will ask Acadia to figure out what the figure will be for all teachers who are eligible, and Shirley will pose to the teachers and let each decide if they would like a cash bonus or have the money go toward their 401K.

The Board will reconvene to vote after the figures have been provided.

PTO report: Juli Lefler

- Candy-grams .50 each and money will go for the mulch for the island clean-up on March 6th
- Book Fair – Scholastic calls the school with a range of dates. This year it is March 24 – March 31st. The PTO would like to have a community marketing night one of those nights – Juli is trying to get Ora Wells (local pediatrician) to read aloud.
- Science Fair will be sometime in April, we could have a public marketing night that night too.
- PTO elections – a letter will be sent out to nominate on 4/5, with votes due back by 4/14.
- Mother's Day 5K Dash will be May 9th
- Field day will be the end of May sometime
- Teacher Appreciation Day is the first week in May; there will be a big breakfast on May 3rd as a group gift. What would the teacher's like? Suggested by a teacher: The teachers enjoy being together, and never get the chance to do that. So maybe, parent volunteers could be coordinated to watch the classroom during recess so that the teachers could eat lunch together, rather than have daily gifts as in the past.
- End of year dance maybe on May 21st? K-4 – 3:30 – 5:00 p.m. and 5-8 7 – 9:00 p.m. in Straus.
- Juli Lefler to be president for the remainder of the year

Finance report: Joan/Connie

Connie working with banks to coordinate paperwork to be able to take over duties of Treasurer.

Fund Development report: Melissa and Joan

Board is coordinating with PTO on Mother's 5K Dash. There will be lots of opportunity for involvement, as much is needed in the prep for this event.

Soup bowl fundraiser – table for discussion in the future – maybe have it as a separate Fall community event.

Old Business:

- Roles and Responsibilities of Teacher Representative – Melissa and Kimberly spoke with Leslie, and suggested once a month there might be a meeting with the teachers to get their input. Right now Leslie does that on the day of the Board meeting.
- Lawyer - Seyl called and asked about the retainer fee for the firm in Cashiers, and the fee is \$1000. Seyl will call Richard Vinroot and speak to him and report at the next meeting.
- Tiffany Galloway recognition – Tiffany opened up the PTO to the school and the Board, and the PTO is really moving forward in a positive direction, sharing information, etc. All agreed that it would be nice to send Tiffany a card signed by the Board members in appreciation. Melissa will get a card.

- Lowe's grant information sent via email by Tim Prey – PTO not eligible to file for the grant because they have not received their tax i.d. number. The deadline is Feb 12th, which is this Friday. Zia will email Connie Tolppi the email that Tim sent, and follow up.
- Sara will forward information for the Board from Jean Krufft (DPI) for us to review prior to Feb 26th Board Training.
- Joan Lange provided a checklist of things the school needs to do to prepare for Challenge Foundation Team and sent via email to Melissa. Melissa will forward that list to Board members. Joan Lange asked that we be considered as a Challenge Foundation candidate.

Closed Session:

Motion: A motion was made by Kimberly to go into Closed Session. Motion carried.

Entered closed session at 9:37 p.m.

Motion: A motion was made by Frank to come out of Closed Session. Motion carried.
10:33 p.m. came out of closed session.

Adjourn:

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