



Brevard Academy: A Challenge Foundation Academy

Board of Directors

MINUTES

Work Session and Regular Meeting

Meeting Location: BA-CFA Campus (Music Room)

Wednesday, January 8, 2020 – 5:30 p.m.

Mission:

The Mission of Brevard Academy is to prepare its students to achieve academic excellence through the Core Knowledge Sequence. Through a partnership involving students, teachers, and parents the school strives to create citizens with strong moral character and active intellectual inquiry.

Vision:

Brevard Academy: A Challenge Foundation Academy (BA-CFA) a K-8 public charter school develops and encourages motivated, intellectually curious students who are skilled in critical thinking, individual expression and problem solving. From their diverse backgrounds, students accept our challenge to pursue personal and academic excellence. Through this pursuit, they become confident members of their community who lead by serving others.

Strategic Goals:

1. Ensure Academic Success for every Student
2. Provide effective & innovative learning environments
3. Recruit, hire & retain highly effective personnel
4. Use resources effectively & be fiscally responsible
5. Engage our communities

This meeting is a meeting of the BA-CFA Board in public for the purpose of conducting the School Corporation's business and is not to be considered a public community meeting. There will be time for public participation as indicated on the agenda.

Work Session, 5:00pm

Work sessions are for discussion and training only. No formal actions are taken in work sessions. The Brevard Academy-CFA board will never vote on a motion while it is in a work session. If the board wants to adopt a motion after discussing it in a work session, it will be presented in an open public business meeting.

Discussion Items:

Long Range Planning- Pre meeting Items	Strategic Plan Staff Meeting Date Review	

Strategic Plan Staff Meeting Date Review: Adrienne and Amy will be handling the February and March staff meetings, all goals are covered.

Long Range Planning: meeting scheduled for February 21 in the library

- Operations needs to bring programs and initiatives, organizational changes
- Facilities: bring projects for 20-21 in priorities
- Development: bring overall plan for 20-21 with dates and goals
- Finance: bring capital expenses and funding for 20-21
- Governance: bring calendar for surveys, areas to review policies
- BOD Development: think of possible recruits and if there is training that is needed

Training:

- Operational Topic Discussion- NC Standards
 - Reviewed example of second grade state standards
 - Discussed how each school must meet these standards
 - NC is not common core but they are similar
 - Does our curriculum get our students to the standard needed?
 - Teachers must be aware of standards and consider how our curriculum prepares our students
 - CKLA is aligned well with NC math standards where Singapore math is not

Regular Meeting, 5:30 p.m.

**Requires Board Action*

AGENDA:

- I. Call to Order at 5:30 p.m.

Members Present: Adrienne Casteen, Mark Campanini, Amy Hertz, Myranda Nash, Julie Gaston with guest Mike Harrington from Challenge Foundation Properties

Lee Burgess is not in attendance. A quorum is present.

II. Pledge of Allegiance

III. Chair's remarks

IV. Approval of Agenda*

- Motion by Mark Campanini to approve to remove CFP to nonactionable and unified champion school second by Julie Gaston, vote is unanimous
- Motion to approve made by:

V. Approval of Meeting Minutes:

- December 11, 2019*
- Motion to approve made by: Mark Campanini second by Myranda Nash, vote is unanimous

VI. Teacher Report- Kate Shober, Instructional Support Team Lead, K-2

- Ms. Shober is in her 7th year at Brevard Academy, she teaches 2nd grade and leads the instructional support for K-2 grades
- She helps teachers look at their teaching techniques and offers support
- She loves the Core Knowledge sequence feels that the curriculum is very strong
- Discussed the 47 kindergarten students and the areas they are in with their curriculum
- Discussed 49 students in 1st grade and their current units and how they are building blocks across the curriculum
- Discussed 47 2nd grade students. This grade commonly has new students that transfer in. If they need remediation the curriculum offers this.
- Cindy Hunt serves as the K-2 interventionist, there are 42 students in this group that she works with. She helps close any educational gaps.
- K-2 has shown great growth.
- A math tutor would be a great addition next year.

VII. Opportunity for Public comment

- No public comment

VIII. CFP report

- Mike Harrington from CFP spoke and introduced himself.
 - CFP is doing well
 - Thanks was given for the great care of the building and the support and hard work on the board, staff and parents.
 - CFP will continue to support our school
- TeamCFA affiliate Agreement*
 - This item was voted non actionable
- CFP Agreement*
 - This item was voted non actionable

IX. Financial update

- Budget Review/ Update from CSP--Cory Draughn--Phone call
 - Biggest adjustment this month was in regards to state funds in regards to a per-pupil amount, which is approximately a 2.6% increase
 - The state budget has not formally been approved by the state
 - Cory expects the budget to remain the same or have a slight increase in other budget areas
 - 49% of the overall budget has been used
 - Projected surplus for the year is just over \$107,000

- The school has now reached the goal of having 55 days cash on hand (end of December shows 61.92 days)
- USDA Update
 - Mr. Duncan spoke with accounting firm that is doing a feasibility study and there should be a draft finished soon
 - There will be more solidified numbers presented at February's board meeting

X. Director's report--see Appendix A

- The school had trauma training today
- Families are touring the school for next year
-
- EC Assistant Position*
- This position would mostly support out lower grades, primarily kindergarten.
- This has approximately an impact of \$18,000
 - Motion to approve made by: Myranda Nash, seconded by Amy Hertz
 - Vote was approved unanimously
- Unified Champion School*
 - This item was moved to non-actionable
- Student Murals*
 - These student murals are from the advanced art class, which is in its first year.
 - These are for different locations in the school
 - Students provided explanations and meanings behind their murals
 - Motion to consider made by: Amy Hertz, second by Myranda Nash
 - Discussed other options that would select only mural
 1. Could students vote with location selected?
 2. Could there be other formats to showcase other murals such as framed canvas?
 - Motion by Julie Gaston to adopt one selected by Mr. Duncan for the gym, second by Mark Campanini.
 - Vote is unanimous.
- WSQL Contract*
 - This is to continue advertising on this radio station
- This is \$1,640
 - Motion to approve made by: Julie Gaston, second by Mark Campanini
 - Vote was approved unanimously

XI. Committee Reports

- Facilities-no report
- Development (Fundraising, Grants and Public Outreach)
 - Access Grant*
 - Motion to move forward with letter of intent to pursue the grant and allocation of the funds by Myranda Nash, second by Mark Campanini.
 - Discussion: we need more meetings to discuss strategy to move forward
 - There will be an opportunity for staff involvement and board approval for stipulations of the grant.
 - Adhoc committee would be formed
 - Vote to approve unanimous
- Long Range Planning and Visioning
 - Worksession February 21, 2020, 9:30am-2:30pm Connestee Conference Room, Transylvania County Library
- Governance (Board Development)
 - Grievance Chair Election*
 - Motion to appoint Myranda Nash to chair made by Amy Hertz, second by Julie Gaston

- Vote is unanimous
- Governance (Policies and Procedures)
 - Policies for Approval*
 - 3551 GRADE SCALE
 - 4900 EDUCATIONAL LEAVE
 - 4015 UNIFORM
 - 4200 ATTENDANCE
 - Motion to approve by Amy Hertz, second by Myranda Nash
 - Vote is unanimous
 - Policies for first read
 - 7022 STIPEND POSITION VACANCIES

XII. Next Regular Meeting

- Wednesday, February 12, 2020, Brevard Academy Campus, 5:30pm

XIII. Adjourn*

- Motion to adjourn by: Mark Campanini second Amy Hertz, vote is unanimous.
- Adjourned at 6:31 p.m.

Brevard Academy
School Directors Board Report for January 2020

Teacher Spotlight---Kate Shober, Instructional Support Team Lead, K-2

Good News/Staff Spotlights

- [December Happenings](#) at Brevard Academy

Enrollment

2019-2020 ADM: 425

Highest ADM: 430

Current ADA: 416

Grade Level	Current Enrollment
Kindergarten	48
1st Grade	48
2nd Grade	47
3rd Grade	47
4th Grade	52
5th Grade	49
6th Grade	49
7th Grade	39
8th Grade	37
Total	416

Current number of EC students K-8: 47 (December Headcount)

Total number of AIG students 3-8: 74 (Fall 2019 Headcount)

Climate and Culture

Month	% Students Attending	% Student on Time	% Staff Attendance	ODRs
May				
April				
March				
February				
January				
December	96%	96%	96%	7.4
November	95%	95%	97%	6.3
October	95%	95%	96%	10.25
September	97%	97%	96%	5.75

August	98%	98%	98%	2
Averages	97%	97%	98%	1.25

The state averages 94% attendance.

ODRs=Office Discipline Referrals

Suspension Report

Month	In-School Suspensions # students/# of days	Out of School Suspensions # students/# of days
May		
April		
March		
February		
January		
December	1/1	1/3
November	0/0	0/0
October	6/6	2/4
September	1/1	1/3
August	1/2	1/2

This section will be updated throughout the year.

Goals

1. Student Academic Goals
 - a. 100% of the student meet or exceed expected growth targets.
 - b. 80% of the student body is at or above grade level.
2. Parent Goals
 - a. Safety of the Campus
 - b. Creating and Maintaining a Highly Positive Student Climate
3. Staff Goals
 - a. Development of additional classroom space.
 - b. Creating and Maintaining a Highly Positive Student Climate
 - c. Maintaining the safety and cleanliness of the facility and property.

Data Sources/Progress

1. Student Goals
 - a. MAP and EOG data
2. Parent Goals
 - a. Parent Surveys
3. Staff Goals

- a. Progress on Strategic Plan
- b. Teacher Working Conditions Survey
- c. Staff surveys

Briefings

Academics

- Math Curriculum Selection Progress
 - K-5: K-5 grade is reviewing Ready Math and Xpressions.
 - 6-8: Middle School will begin piloting Maneuvering in the Middle as a curriculum.
 - We will begin requesting materials to review and enhancement of our current curriculum.

Teacher Development/Personnel

- Our PD plan can be accessed [here](#).

Hirings for Approval

- NA

Resignations/Non-Renewals/Terminations

- Resignations--1
- Retirements--0
- Non-Renewals--0
- Terminations--0

Compliance and DPI Oversight

- NA

Requests/Discussions/Action Items/Work Session

- *ACCESS Grant
- *EC Assistant full-time
- *Student Murals
- *WSQL Contract

Immediate Action Needed

- NA

Closed Session

- NA

*Requires BOD action

