



# Brevard Academy: A Challenge Foundation Academy

## Board of Directors

### MINUTES

#### Closed Session and Regular Meeting

Regular Meeting Location: Zoom Meeting (Meeting ID: 833 5839 9358)

Password: 927898)

Wednesday, August 19, 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.*

#### Regular Meeting, 5:30 p.m.

*\*Requires Board Action*

#### AGENDA:

- I. Call to Order
  - o Members present: Mark Campanini, Adrienne Casteen, Lee Burgess, Amy Hertz, Mark Franklin Members absent: Myranda Nash
  - o A quorum is present.
- II. Pledge of Allegiance
- III. Chair's remarks
  - o Big thanks to Julie Gaston who has ended her time on the Board of Directors.
- IV. Approval of Agenda\*
  - o Motion to add ICARES Grant Competition and Capital Projects Transfer and budget amendment to the agenda made by Adrienne Casteen seconded by Lee Burgess.
  - o Vote to approve is unanimous.
- V. Approval of Meeting Minutes\*:
  - Special Meeting Minutes: July 7, July 13 and July 31, 2020\*
  - Motion to approve these minutes made by Lee Burgess, seconded by Adrienne Casteen.
  - Vote to approve is unanimous.
- VI. Teacher Report-Nurse Tara Jelly
  - o Covid and protocol and procedures have been created and are being followed.
  - o Students are screened upon entering the building and students have been following protocol well.
  - o Ms. Jelly is going to classes to educate students on what and why they are doing these procedures.
  - o Staff has been diligent to follow protocol and procedures.
- VII. Opportunity for Public comment
  - o There's no one for public comment.
- VIII. CFP Report
  - o CFP Commitment Approval\*
  - o Mr. Franklin let the board know CFP is available as a resource.
  - o The letter that was sent states it is a draft but it is actually the final draft once approved. This document has not changed since spring.
  - o Adrienne Casteen noted it was approved to move forward with the commitment letter on May 13th. Mr. Franklin will move forward with obtaining the signatures needed.
- IX. Financial update

- There have been updates on the budget.
  - Mr. Duncan discussed the updates.
    1. The biggest update is salaries, bonuses and benefits.
    2. Other items adjusted include athletics, development, food service, contracted services and bus repair.
    3. The budget is with 415 students and open positions funded.
    4. Projected surplus is just over \$70,000.
  - Lee Burgess motions to approve the budget presented, seconded by Adrienne Casteen.
  - Vote to approve is
  - Mr. Burgess shared the state has approved a 2.5% increase for students and decrease in EC student funding.
  - Lee Burgess motions to move \$45,600 out of unencumbered funds to Wheelhouse for the pavilion construction, seconded by Adrienne Casteen.
    1. Vote to approve this is unanimous.
- X. Director's report--see appendix
- In-Person Learning Update
    - Staff is doing a great job with all the challenges presented with this academic year.
  - Re-evaluate current plan (NC Plan B)
    - Transylvania county has the 4th lowest transmission rate in the state.
  - Continue in Plan B or change\*
    - Mr. Duncan has recommended the school remain in Plan B
    - Motion to remain in Plan B made by Lee Burgess, seconded by Mark Franklin.
    - Vote to approve is unanimous.
  - Budget Update
    -
  - Title 1 MOU
    - Motion to approve Title 1 MOU and move forward with learning more about the ICARES Grant made by Lee Burgess, seconded by Mark Franklin.
    - Vote to approve is unanimous.
  - Nurse's Station Location
    - The cost of a mobile unit is approximately \$30,000 per year and Mr. Duncan would like to move this to facilities.
    - For now the nurse's station has been set in the building.
  - Access Grant Application\*
    - Mr. Duncan need guidance on moving forward with this grant.
    - Lee Burgess motions to make a decision on the access grant, seconded by Adrienne Casteen.
    - Lee Burgess states that he is not in favor of moving forward and does not want to proceed with committing to grow enrollment to 460. Sustainability of initiatives is also a concern as well as the behavioral expectations outlined by this grant.
    - Adrienne Casteen commented that if the school was in a growth mindset, this grant would be considered differently. She commented on the growth that the school has seen.
    - Vote to proceed on the access grant had no yes and 4 no. The vote was unanimous not to move forward with this grant.
  - ICARES Grant\*
    - Helps provide supervised remote learning for K-8 students.
    - Mr. Duncan is asking for permission to move forward with gathering more information for this grant and the intent to learn more about this grant.

XI. Committee Reports

- Facilities
  - Pavilion Update
    - Construction on this pavilion is moving along well, the foundation is down and it should be able to be finished soon. The estimated completion date is Labor Day.
- Development (Fundraising, Grants and Public Outreach)
  - No updates from development at this time.
- Long Range Planning and Visioning
  - No updates from development at this time.
- Governance (Board Development)
  - BOD Annual Conflict of Interest/Commitment Form
    - This is an annual form that BOD members need to complete and return to the school as soon as possible.

XII. Next Regular Meeting

- Wednesday, September 9, 2020, 5:30pm

XIV. Adjourn\*

- Motion to adjourn made by Lee Burgess, seconded by Adrieen Casteen.
- Vote to adjourn is unanimous.

**Brevard Academy**  
**School Director's Board Report for August 2020**

Teacher Spotlight--School Nurse, Tara Jelly

Good News

- Kate Shober, Jennifer Victory, Camy Stirling, Megan Monk, Jenny Light, and I all presented at the NC Charter School Huddle in July.
- We had 415 virtual learners check-in on August 12.
- All of our required and additional PPE has arrived and been distributed.
- We were approved for our SRO grant.
- We have moved all of our historical records (22 years) to digital storage!

Enrollment

**2020-2021 ADM:** 415 as of August 12, 2020

**Highest ADM:** 415

**Current ADA:** 415

Grade	Mon/Tues	Thurs/Friday	Distance	Total
K	15	16	13	44
1st	15	17	17	49
2nd	17	14	18	49
3rd	21	17	12	50
4th	16	17	16	49
5th	18	15	17	50
6th	21	8	16	45
7th	28	0	17	45
8th	0	22	12	34
<b>Totals</b>	151	126	138	415

We budgeted for 420 students.

The current number of EC students K-8: 46 (14 Speech only)

Total number of AIG students 3-8: 53 (Spring 2019 Headcount)

Suspension Report

Month	In-School Suspensions # students/# of days	Out of School Suspensions # students/# of days
May		
April		
March		

February		
January		
December		
November		
October		
September		
August		

This section will be updated throughout the year.

## Briefings

### New Programming Updates

- Communication Tools
  - Flyer Connect--This is a fantastic tool that has information about our school and support for parents.
  - Charter Pay--We are using this for lunch service and all payment processing.
  - New Website--We are getting great reviews.
  - Instagram--We are on it and posting first-day pictures.
- Middle School Clubs
  - Improv with Mr. Arem.
  - Math Club with Mr. George.
  - Mountain Biking with Ms. Nolan.
  - Dungeons and Dragons with Mr. Richards.
- Gaggle Speak Up
  - This is a free reporting line and depression and suicide prevention service. <https://www.gaggle.net/product/safetytipline/>
- Spanish 1 and 2
  - We will use NC Virtual Public Schools for these classes. This is a free service to the school.

### Lunch Program

- The price has increased to \$4.00.
- We are serving 31 lunches/day, 25 of which are free/reduced.

### Transportation Briefing

- We have sold 3 buses.
- We have new tires on all remaining buses.

- All bus routes are currently full under the new distancing rules.
- We are transporting approximately 45 students/day.

#### Athletics Briefing

- The NC High School Athletic Association has postponed all fall sports.
- We will offer training and conditioning this fall for athletes.

#### Building Improvements

- The pavilion is on schedule for Labor Day completion.
- We have all the required safety measures in place as well as many recommendations from NCDHHS. Nurse Jelley is putting together a COVID-19 Manual for staff members that will address common questions.

#### Budget Briefing

- The state increased funding for all public schools this year.
- We are reconciling our 2019-2020 budget and will have that report ready at the September meeting.

#### **Hirings for Approval**

- NA

#### **Resignations/Non-Renewals/Terminations**

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

#### Compliance and DPI Oversight

- We will administer the 3rd Grade BOG September 1, 2, and 3.
- AIG testing will take place the following week and parents of eligible students have been informed.

#### **Requests/Discussions/Action Items**

- Reopening Progress and considerations
- ACCESS Grant Approval

#### **Immediate Action Needed**

\*--Title 1 MOU

Closed Session

- NA

\*Requires BOD action