



Brevard Academy: A Challenge Foundation Academy

Board of Directors

AGENDA

Work Session and Regular Meeting

Regular Meeting Location: Zoom Meeting

<https://us02web.zoom.us/j/88396208404?pwd=ZVBsMkZjZ3ppL2tLL0lTa3MrbkQyUT09>

Wednesday, September 8, 2021 – 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.

School Director gives update on COVID updates within the school.

Mark C. discusses amendments to the agenda.

-Information and updates given on potential new board member. Former educator, BA parent, business owner in town.

-Updates and information presented on items to be amended on the agenda.

-Discussion around the need to add a receptionist for a few hours a day to cover the front desk.

Regular Meeting, 5:30 p.m.

**Requires Board Action*

AGENDA:

I. Call to Order

Meeting called to order at 5:30pm.

II. Pledge of Allegiance

III. Chair's remarks

Mark C. wanted to acknowledge the recent traumas that everyone has experienced.

The most recent being the passing of Gwen Starnes, a former BA teacher. She was a wonderful person and we are all saddened with the passing of her.

IV. Approval of Agenda*

Myranda Nash motions to amend the agenda with the following changes: add under director report the Occupational Therapist contract, the voting on potential new board member, and the addition of a closed session after the meeting. Lee Burgess seconds. Vote is unanimous, motion carries.

V. Approval of Meeting Minutes*

Myranda Nash motions to approve the meetings from the previous meeting. Lee Burgess seconds. Vote is unanimous, motion carries.

VI. Opportunity for Public Comment

No public comments.

VII. Mask Policy*

Joel Malefyt motions to maintain the current mask policy at Brevard Academy. Adrienne Casteen seconds. Vote is 5-1, motion carries.

VIII. Financial update

No current updates due to the meeting being so close to the beginning of the year. The current headcount is about 11 off compared to what the budget was built on. Ryan Hinkleman will be looking with the finance committee to ensure the financial health of the school stays healthy.

IX. Director's report

A. Job Descriptions*

Adrienne Casteen motions to approve all four job descriptions, Joel Malefyt seconds. Vote is unanimous, motion carries.

1. Speech/Language Pathologist
2. English Language Learner
3. Manager of Transportation of Vehicle Maintenance
4. Math Interventionist/Testing Coordinator

B. Review Family Engagement Policy*

Lee Burgess motions to approve update to family engagement policy, Adrienne Casteen seconds. Vote is unanimous, motion carries.

C. Occupational Therapist Contracted Service*

Lee Burgess motions to approve the occupational therapist contract, Adrienne Casteen seconds. Vote is unanimous, motion carries.

X. Committee Reports

A. Facilities

1. Completed Projects
All projects initiated last year have been completed.
2. Ice Machine
Confirmed with Transylvania Public Health on best practices.
3. Asphalt Repairs
Will be waiting until the time is better and will not disrupt classes.
4. Work Vehicle
Have not purchased a work vehicle.
5. Security Fencing
Given by officer light earlier in the meeting.
6. Arts Building
Compiling feedback from board to give to facilities committee to present to contractors.

XI. New Board Member: Ashley Baugher*

Joel Malefyt motions to add Ashely Baugher to the BOD pending all necessary policies and procedures are carried out, Adrienne Casteen seconds. Vote is unanimous, motion carries.

XII. Next Regular Meeting: 5:30 PM October 13, 2021

Lee Burgess motions to move to closed session, Jamie Atkinson seconds. Vote is unanimous, motion carries.

XIII. Closed Session: *to prevent the disclosure of the board's position in (1) the negotiation of contracts for the acquisition of real property or (2) the material terms of employment contracts*

	XIV. Adjourn*

Brevard Academy
School Director's Monthly Board Report for September 2021

To: Board Members
From: Ryan Hinkleman, School Director
Date: Sep 8, 2021

Staff Spotlight—

- Parent Teacher Organization - Lyndsey West
- Outdoor Education- Alex Broadbent
- School Safety- Officer Light

Good News:

- Diagnostic Testing went well with Mrs. Shackelford over testing coordination
- New Bus in parking lot thanks to Mr. Johnson and Mrs. Lefler
- Sports teams have started thanks to all the coaches and Coach Feimster (with the help of Coach Burroughs)
- First Wednesday staff meeting paired with i-Ready PD
- School Committee Meetings Scheduled
 - Crisis Intervention Team
 - Instructional Support Team
 - School Improvement Team
 - BA Health Committee
 - Facilities

A. Enrollment/Attendance

2021-2022

Highest ADM: 413

PMR 1: 413

Current ADA: 409

Updated on 08.17.21

Current Enrollment

Date			
08/31/21			
Grade Level	Confirmed Enrollment/ Actual Current Class Sizes	Enrollment + Pending Enrollment	Waitlist
Kindergarten	46	46	34
1st Grade	50	50	5
2nd Grade	50	50	1
3rd Grade	41	42	0
4th Grade	50	50	12
5th Grade	44	44	0
6th Grade	43	43	0
7th Grade	46	46	0
8th Grade	39	39	0
Total	409	410	

We budgeted for 420 students.

The current number of Students Receiving EC services: 56 (13)%

Total number students receiving AIG services: 3-8: 71 (17%)

Students and Staff Attendance (as of 08/31/21)

Month	Staff Attendance	Students Attending	Students on Time	Average ODRs/Month	Bullying/Harassment Reports
August	90%	91%	97%	11	0
September					
October					
November					
December					
January					
February					
March					
April					
May					
Average	91%	92%	97%	11	0

B. Behavior

Suspension Report: (as of 08/31/21)

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

C. Academics

Key Indicators for Success

Percentage of students **reading** at or above grade level at BOY Benchmark—39%

Percentage of students performing **mathematics** at or above grade BOY Benchmark—32%

[i-Ready BOY Benchmark Data](#)

Percentage of middle school students (5th-8th) involved in extracurricular activities-57%

- Soccer, Volleyball, Cross Country, D&D Club, Comedy Club

After-School Total Enrollments--75 Registered Students

The number of Bullying/Harassment Reports YTD—0

D. Social-Emotional

Family Engagement:

- Dad's Night September 2nd
- BZP Sept 19
- Volunteer Opportunities for Oktoberfest Half Marathon & 5k on October 2

Staff Experience:

- Monthly Social Gatherings
- Visit to Shining Rock

Student Experience:

- Pack Assemblies in Full Swing
- Reading Celebration and 1000 Hours Outdoors Celebration

Actions in progress, including PD

- Upcoming PD
 - Personalized Education Plan (PEP)
 - Student Portfolios
- Beginning Teacher meeting September 9th
- iReady Data Sept 1
- Blue Zones Project Training Sept 24th
- Instructional Assistant Training Sept 24th

Briefings From Board Committees--[Board Action Calendar](#)

Items for Review ([Supporting Documentation in Items for Review Folder](#))

- Health Department Ice Machine Correspondence
- Receptionist Position

Compliance and DPI Oversight (Performance Framework and Federal Programs)

- Student Health and Safety Requirements (Officer Light)
- Board Committee Meetings Scheduled
 - Facilities
 - Finance

Requests/Discussions for Work Session

[COVID-19 Cases and Exposures for BA-CFA](#)

COVID-19 Update:

- [BA Health Committee](#) with the purpose implementing guidelines and instructional options regarding COVID related concerns in our staff and student body in an effort to stay safe.

Items Needing Approval (Supporting Documentation in [Approval Folder](#))

- Job Descriptions*
 - Speech/Language Pathologist
 - English Language Learner
 - Manager of Transportation of Vehicle Maintenance
 - Math Interventionist/Testing Coordinator
- Review Family Engagement Policy*
- Occupational Therapist Contracted Service **

Resignations/Non-Renewals/Terminations

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

Hirings for Approval*

- N/A

*Requires BOD Approval

** Requires BOD Approval and Amendment to the agenda