



Brevard Academy: A Challenge Foundation Academy

To: Prospective and Current Staff Members

From: Ted Duncan, School Director, and the School Improvement Team

Subject: Expectations for Staff

If you are interested in working at Brevard Academy we feel obligated to share our expectations of ourselves and the staff. Staff expectations are outlined below:

- Embrace the belief that “All Children Can Learn.” It is our job to discover the ways in which our children learn best. Recognize students’ individual strengths and weaknesses and plan accordingly.
- Uphold the Mission and Vision of Brevard Academy.
 - 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.
 - 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.
- Work collaboratively with all staff to support the mission, vision, values, and goals of our school and other TeamCFA schools.
- Embrace the “Three Big Ideas” of the Professional Learning Community concept:
 - Focus on learning
 - Build a Collaborative Culture
 - Focus on Student Results.These ideas will drive all instructional conversations, decisions, and actions.
- Be solution-focused. When problems arise, brainstorm possible solutions in order to move us forward.
- Post learning targets/essential questions daily. Submit lesson plans weekly.

- Work to develop a growth mindset in yourself and in your students recognizing setbacks and/or failures as opportunities to learn.
- Be transparent with classroom practices, policies, and procedures in order to increase our collective knowledge and reach our goal—student growth.
- Value input from students, parents, administrators, coaches and other educational experts in order to improve your professional practice—Feedback is Our Friend.
- Communicate with parents regularly and develop ways in which they can assist in your classroom and their child’s learning.
- Realize that all parents want great things for their children. They send their hopes and dreams with their children.
- Maintain student confidentiality at all times--through in-person and electronic communication.
- Possess competency in the use of instructional technology, specifically Google Suite, and be willing to embrace/broaden related knowledge and skills.
- Frequently support and attend PTO and extra-curricular school-related functions.
- Celebrate “small victories” early and often.
- Be ambitious, positive, energetic, and willing to put in extra time when necessary or requested.
- Strive to reach Distinguished Employee status on evaluation tools
- Reflect on your educational practice regularly and ask yourself—“Do I have evidence that my students are moving towards mastery of the content?”
- Realize that you represent Brevard Academy and families have chosen to place their children in our care—this is a great privilege and responsibility. Model professional behavior while on campus, at off-campus events, and while attending professional events.