



Brevard Academy: A Challenge Foundation Academy
Board of Directors
MEETING
Special Meeting
Meeting Location: BA-CFA *Zoom Meeting*
(Meeting ID: 817 5713 3141 , Meeting Password: 481686)
Friday, July 31, 2020 – 8:30 a.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.

**Possible Board Action*

AGENDA:

I. Welcome

- Mark Campanini called the meeting to order at 8:31am.
- Members present: Mark Campanini, Lee Burgess, Mark Franklin, Myranda Nash, Adrienne Casteen
- Members not present: Julie Gaston, Amy Hertz
- Minutes recorded by Adrienne Casteen on behalf of Amy Hertz
- A quorum is present.

II. Approval of Agenda*

- Motion to approve agenda with the addition of psychologist contract, bus inspections contract, smart music 5-8th, violin incorporation with Mountain Strings 3rd, and Nursing Candidate position made by Myranda Nash , seconded by Lee Burgess.
- Vote to approve is unanimous.

III. Fall 2020/2021 School Opening Plan Update

- Staying in Plan B*
 - Mr. Ted Duncan recommends remaining in Plan B after speaking with the Health Department, Transylvania County Board adopting Plan B and speaking with most of the staff who are in alignment in proceeding in Plan B.
 - Additional custodial help to ensure cleanliness.
 - School Improvement Team discussion requests additional Custodial position to assist in adhering to CDC guidelines for healthy environment
 - Full Time Hourly position, max approximate cost \$40,000.
 - Mark Campanini notes the need to scale back position costs if school needs to pivot to full virtual model, Mr. Duncan ensures with the hourly contract this can be accomplished.
 - Motion to approve additional custodial hourly position made by Myranda Nash, seconded by Lee Burgess.
 - Vote to approve is unanimous.
- Mountain Roots Agreement*
 - Renewal of contract included in approved 2020/2021 budget.
 - Motion to approve Mountain Roots Agreement made by Myranda Nash, seconded by Lee Burgess
 - Vote to approve is unanimous.

- Psychologist Contract*
 - Renewal of contract included in approved 2020/2021 budget.
 - Motion to approve Psychologist Contract made by Myranda Nash, seconded by Lee Burgess.
 - Vote to approve is unanimous

- ESL Teacher--Stacy Lewis*
 - Part time position already accounted for in the approved 2020/2021 budget.
 - Mr. Duncan states there is still a need for the ESL position due to the composition of our BA student body.
 - Motion to approve ESL hourly position contract with the candidate Stacy Lewis made by Myranda Nash, seconded by Mark Franklin .
 - Vote to approve is unanimous.

- School Nurse Position, Tara Jelly*
 - Part time position, on campus during in person learning days (Monday, Tuesday, Thursday, Friday) 28 hours/week.
 - Candidate experienced in a school setting.
 - Will begin next week to help develop Brevard Academy specific procedures before the student's first day.
 - Motion to approve Part Time Nurse Position and contract candidate Tara Jelly made by Myranda Nash, seconded by Lee Burgess.
 - Vote to approve is unanimous

- ACCESS Grant info*
 - Mr. Duncan needs permission to revise budget and resubmit to DPI for funds because of the awarding of \$600,000 versus the entire amount. Mr. Duncan is also requesting the approval to start a committee composed of staff, parents and board members to review Access Grant. The committee will complete analysis of possible positive and negative impacts of Grant commitment to present at the August Board meeting.
 - Lee Burgess questions the timing of allocating the resources to the committee and the Access Grant as we are trying to open for the fall. Mr. Duncan indicated because of being awarded the \$600,000 total there was value in moving forward with the time commitment to analyse the Grant components.
 - Mark Campanini clarifies that this would not commit Brevard Academy to move forward with the Access Grant.
 - Motion to approve revising the budget to reflect the \$600,000 total amount, along with its submittal to DPI and to develop a committee to review the Pros and Cons of the moving forward with the Access Grant was made by Myranda , Mark Franklin seconded.
 - Vote to approve is unanimous.

- Party Tents*
 - Purchase 2 tents roughly half the size of Pavilion. These tents would be owned by BA and could be utilized for events after the current needs.
 - Tents to be located by Gaga Pit and Back field.
 - These would allow for more outside resources for outside classroom settings.
 - \$7,500 plus shipping
 - Adrienne Casteen questioned if cost included installation fee, Mr. Duncan indicated BA would need to install.
 - Motion to approve purchase of 2 tents made by Lee Burgess , seconded by Mark Franklin .

- Vote to approve is unanimous.
- PTO Read-a-Thon*
 - PTO President Andrea Hamilton has suggested utilizing the reading fundraiser for this year's PTO fundraiser..
 - Motion to approve Read-a-Thon fundraiser made by Myranda Nash , seconded by Mark Franklin .
 - Vote to approve is unanimous.
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- Rosetta Stone Update*
 - Yearly Contract, cost based on number of students.
 - This will replace the need to hire new Spanish teacher for the 2020/2021 school year. Because of school schedule needs, Specials will need to be taught virtually this year.
 - Mr. Duncan reviewed use of program with other schools and received recommendations for this program.
 - Cost 19,000 for program plus high quality USB headphones (researched online for other vendors cost \$30/ headphone, Rosetta cost is \$15 each) approximate \$30,000 total cost.
 - Assistants to help implement this program
 - Mr. Duncan noted because the contract is based on a needed student number range we will have additional slots for teachers to utilize the program to learn Spanish.
 - Motion to approve yearly Rosetta Stone contract and purchase of headphones at total cost of approximately \$30,000 made by Mark Franklin , seconded by Myranda Nash.
 - Vote to approve is unanimous.
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- Music Program*
 - Smart Music 5th-8th grade learning management program, used by local high schools.
 - Mr. Gardner suggests the program as it will allow for continuance of instrumental instruction through the virtual setting we will need to utilize for the 2020/2021 school year.
 - Program cost approximately \$10,000.
 - Mountain Strings partnership for 3rd grade
 - Usual 3rd grade instruction involved recorders, due to COVID this is not feasible for the 2020/2021 school year
 - Cost approximately \$8,000.
 - Each 3rd grader issued a violin, handling distribution similar to ChromeBook issuing.
 - Mr. Duncan requested an additional \$20,000 to the music budget line to cover expenses.
 - Motion to approve Music smart music program 5th-8th and Mountain Strings Partnership for 3rd at an increase of \$20,000 to the music budget line made by Lee Burgess , seconded by Myranda Nash .
 - Vote to approve is unanimous.
- Bus Inspections*
 - Recommendation for retired Bus Mechanic from Transylvania County to conduct regular safety inspections.
 - Hourly costs with an approximate max cost \$8,000 for the year.
 - Offering 3 morning routes, 3 afternoon routes. Daily in-person routes to Hendersonville, Horseshoe, Pisgah Forest and Brevard and Rosman Routes Monday/Tuesday and Mills River/Fletcher routes Thursday/Friday

- Boys and Girls club will not be offering after school programs.
- The reduction in routes will reduce the year's bus costs. Will try to sell 2 older buses to also offset cost.
- Mark Campanini requests the ability to pivot if necessary to go 100 % virtual on reducing or eliminating this cost. Mr. Duncan indicated this would be possible due to the hourly contract format.
- Motion to approve hourly Bus inspections cost of max \$8,000 made by Myranda Nash , seconded by Lee Burgess.
- Vote to approve is unanimous.
- Return to Learn Survey Update
 - Duncan approximately 70 % responses selected Plan B in-person hybrid learning path.
 - Class rosters completed and information mailed out to families yesterday.
- Nurses Station
 - Permit has been approved by the city, Adrienne Casteen asked if permit paperwork needs to be submitted to the County next. Mr. Duncan will follow up with Mr. Prey.
 - Cost of setting up may require more funding than originally anticipated
 - City's permitting concerns on proposed location, due to temporary nature. If need is beyond a year we would have to relocate from the original proposed location in the side lot. This would require additional costs to relocate.
 - Mark Campanini suggested reviewing possible locations to avoid the need to relocate if beyond a year use. Mr. Duncan will review with the facilities team to discuss and present in the August meeting.
 - Mr. Duncan indicated the ability to utilize the conference room as a temporary location for nurses until trailer can be set up.
 - Lee Burgess questioned the estimated time for delivery and set up. Mr. Duncan was unable to answer at this time, however implied the set up should be timely due to the nature of that business.
- Surrounding County Update
 - Hendersonville fully virtual, Buncombe starting Plan B moving to virtual after 2 weeks, Transylvania county Plan B.
 - Extreme budgeting and logistics issues with Plan B, easier to do with small school. BA will do as safely as possible.
 - Discussion with Elaine Russell with Transylvania County Health Department concerning Plan B and surrounding county decisions.
 - Buncombe/Asheville City--The larger population of the county and having a larger commuting workforce complicates things.
 - Henderson--Henderson County has the highest number of elder care beds in the state. This is leading to higher numbers.
 - If significant community spread affects Transylvania county, the health department will contact BA immediately.
- Budget Update
 - Current enrollment numbers are at 426, have had some requests for transfers. Mr. Duncan feels confident in 420 student count number range.
 - Current Budget surplus at \$159,000 which includes salary of Assistant Director, however Mr. Duncan will not fill this position immediately to allow for funding flexibility as we move into the beginning of the year.

- Revised surplus with all requests as of 7/31/20 meeting will be approximately \$50,000. (This still includes costs of Assistant Director Position)
- COVID supply costs
 - Currently spent approximately \$6,000 COVID supplies. On Cleaning supplies and equipment, desk shields, and PPE.
 - Mr. Duncan estimates a yearly total expenditure at \$20,000
 - Next finance committee meeting to focus on budget areas to cover expenses.
- Pavilion Update
 - Underway, hope to be complete by Labor day.
 - Ground level, trenches done, Lumber at Wheelhouse
- Tech PD for assistants and possible upper grade-level assistant
 - Jen Victory, second grade teacher, will put together a training program for seesaw.
 - Developing upper grade assistant training for google platforms.
 - Upper level assistant staffing may be required. Lee Burgess asked when a Board decision would need to occur. Mr. Duncan will evaluate and present to the Board in the regular August meeting for decision.
- Domain Switch Completed for email and website preview for the board.
 - Website should launch today.
 - Email has been switched successfully.
- Remote Learning Plan submitted to DPI
 - Submitted July 20th.
- Kindergarten Jumpstart
 - Mr. Duncan reported the program is going very well
 - Our Kindergarten students are wearing masks and are not struggling with this hurdle.

IV. Adjourn*

- Motion to adjourn made by Myranda Nash, seconded by Lee Burgess .
- Vote to approve is unanimous at 9:24am
- Next Regular meeting August 19th, 2020.