

**BREVARD ACADEMY: CFA BOARD OF DIRECTORS REGULAR MEETING**

**Meeting Location: BA-CFA Campus (Music Room)**

**Wednesday, February 13, 2019 – 5:00 p.m.**

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.

**AGENDA:**

- I. Welcome, Pledge of Allegiance- Meeting called to order at 5pm by Adrienne Casteen.
- II. Attendance: Adriene Casteen, Jim Bishop, Julie Gaston, Amy Hertz, Coty Ferguson late but present.
- III. Chair's remarks

Thank you to our cleaning crew, Tim Prey and James Matheson to insure our school was clean after the flu hit hard last week.

- IV. Approval of Agenda\*

Adjust the year to approval regular meeting minutes from January 9, 2019 from January 9, 2018.

Add Representation letter under Financial update.

Add MOU with Brevard College under Director's report

Julie Gaston makes a motion, Coty Ferguson seconds. Unanimous Approval.

- V. Approval of January 9, 2019 regular meeting minutes\*
  - Julie Gaston makes a motion, Jim Bishop seconds. Unanimous Approval.

- VI. Teacher report- Christina Gibbons (2nd grade)

Highlight of our community service projects. October K-2 went to Accordius Health center to trick and treat. They discussed the purpose of a health center and the residence were very please. First grade goes to Qwenn Valley Farm and they harvest vegetables and donate to Sharing House. Second grade completed their Greek project. They took donations while they stood still as a Greek God or Goddess. They raised over \$300 and used that money to make 100 dog treats for the 100<sup>th</sup> day of school and sent those to Charlie's Angels Animal Shelter. They actually did a safety talk with the kids.

- VII. Opportunity for Public comment

- No public comment

- VIII. Team CFA report

- Challenge Foundation Properties will be jumping in to grant program as well. More information will be shared via email.
- Carolina Charter Academy set to open in August 2019.

- IX. Financial update

- Representation letter from our audit company Petway Mills & Pearson, PA

Julie Gaston makes a motion to approve the representation letter, Cody Ferguson seconds, unanimous approval.

- Review of Budget
- Our audit will be late, everyone is aware of it. We are on the watch list with DPI but we will need to take corrective action next year to prevent this from happening again. The transition from Acadia to Team CFA finance and that is what caused this.

- X. Director's report

Teacher Spotlight--Christina Gibbons, K-2 School Improvement Rep.

## Good News

\* Requires Board action

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- Alex Gaye and Philippa Hackett both earned their American citizenship.
- School Board Appreciation Month—January.
- Our Boys' Basketball Team completed an undefeated season by winning the conference championship.

## Enrollment

**2017-2018 ADM: 381**

**Allowed 2018-2019 ADM: 450**

**Highest ADM: 411**

**Current ADA: 391**

Grade Level	Active Enrollment	Class Sizes	Waitlist/Applications
Kindergarten	47	23/24	38
1st Grade	48	24/24	8
2nd Grade	44	23/21	6
3rd Grade	48	25/23	10
4th Grade	43	22/21	5
5th Grade	52	26/26	5
6th Grade	42	18/24	12
7th Grade	41	21/20	2
8th Grade	26	11/15	5
<b>Total</b>	<b>391</b>	<b>391</b>	<b>91</b>

Withdrawn students since August 15, 2018: 22 or about 5% of the student body. Our goal is to keep withdrawals under 8% for the year.

Our goal is to have a waitlist of 25% of student enrollment following the lottery. We currently are at 23%.

## Climate and Culture

Month	% Students Attending	% Student on Time	% Staff Attendance	ODRs
January	94%	97%	97%	4

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<b>December</b>	92%	97%	90%	1
<b>November</b>	94%	98%	94%	18
<b>October</b>	94%	97%	96%	15
<b>September</b>	96%	97%	96%	3
<b>August</b>	99%	98%	98%	3
<b>Averages</b>	95%	97%	95%	7.33333333 3

ODRs=Office Discipline Referrals

## Suspension Report

<b>Month</b>	<b>In School Suspensions # students/# of days</b>	<b>Out of School Suspensions # students/# of days</b>
January	0/0	0/0
December	0/0	0/0
November	1/2	1/3
October	1/3	0/0
September	1/1	0/0
August	0	0/0

### Goals

1. Student Goals
  - a. Student attendance 95% or better with 98% on time.
  - b. Fewer than 10 ODRs each week.
2. Parent Goals
  - a. Positive parent response on 95% of our survey questions.
  - b. 50% parent response rate on surveys.
2. Staff Goals
  - a. Improvement in areas of Teacher Working Conditions Survey
- i. Better protection of Instructional Time
- ii. Clarification on Student Behavior Expectations
- iii. Stronger Community Support

### Data Sources/Progress

1. Student Goals

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- a. Climate data (see above)
- 2. Parent Goals
  - a. Positive parent response on 95% of our survey questions.
  - b. 50% parent response rate on surveys.
- 2. Staff Goals
  - a. Improvement in areas of Teacher Working Conditions Survey
- i. Better protection of Instructional Time
- ii. Clarification on Student Behavior Expectations
- iii. Stronger Community Support

## Briefings

### Notable Student Experiences--Kimberly Best, Dean of Students

The girls and boys basketball season wrapped up. Our boys team came out in first place in the conference championship and earned a perfect 19-0 season - the first in the school's history.

Middle School students volunteered to help with the local Night to Shine Prom, sponsored by the Tim Tebow Foundation.

3rd grade visited and toured the Basilica of Saint Lawrence in Asheville to experience ancient Roman architectural influences as an extension of their study of Ancient Rome.

1st, 3rd and 6th grade students visited the PARI Adventure Dome. PARI set up the Adventure Dome in our gym and allowed students to experience the wonders of the universe without a spacesuit!

The Mountain Roots Outdoor Education Class visited DuPont Forest. Students used the sun, directions and a compass to find their way through the forest trails.

K-1 students dressed up like they were 100 years "young" to celebrate our 100th day of school. 2nd grade students made 100 dog treats to donate to a local animal group, Charlie's Angels.

5th graders visited the Asheville Community Theater for a production of Black History Heroes, Soldiers and Spies in honor of Black History Month.

3rd grade visited the Pisgah Center for Wildlife Education for a program on Animal Tracks.

8th grade visited the All Saints Anglican Church for a production of Romeo and Juliet. The class will participate in a compare and contrast assignment between Romeo and Juliet and The 12th Night (a tragedy and a comedy), which they recently completed as a class.

## Academics

We concluded the 2nd quarter with 111 students earning A/B Honor Roll and 74 students earning A Honor Roll.

### MAP Reports

- Tony Best, teamCFA, joined the BOD meeting via phone to review MAP scores and our student trends.

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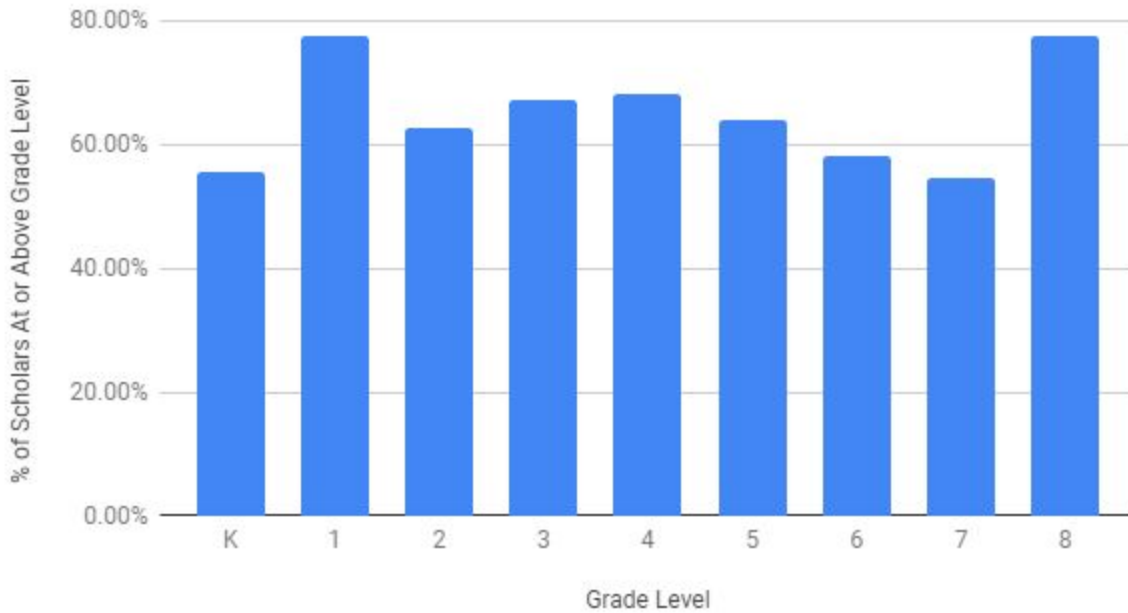
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Winter MAP testing concluded in mid-January. Results are shown below:

**% of Scholars At or Above Grade Level vs. Grade Level–Math**



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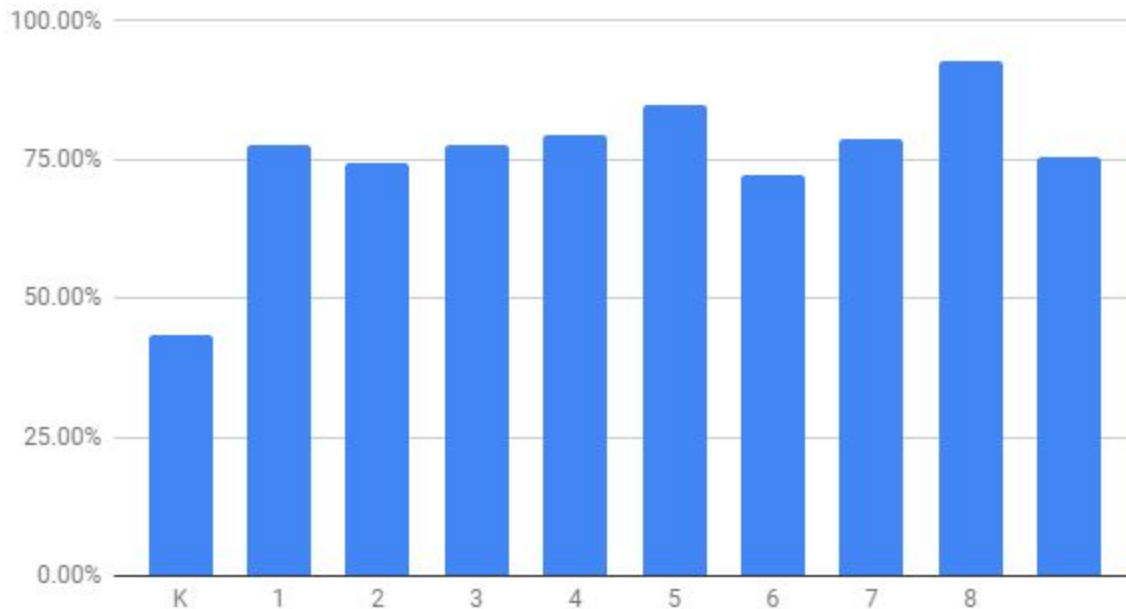
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### Students at or above grade level in reading



## Attract, Retain, and Grow Excellent Teachers and Staff Members

### Professional Develop Briefing

- To date we have 781.45 hours of Professional Development covering a variety of topics and modes of delivery.
  - Examples include Safe Schools Trainings, Leaders Building Leaders Seminars, etc.
- On February 15, we will be holding our first in-house professional development day.

### Teacher Recruitment Fair Briefing

- I will be attending Teacher Fairs at both Warren Wilson College and Western Carolina.

### Benefits Package

- The staff is currently putting together a benefits package for prospective staff members.

### Hirings

- Jurail Griffin--Middle School Assistant

## Compliance and DPI Oversight

- We have completed the 1st Phase of our Performance Framework.
- Our Title 1 grant for the 2018-2019 school year was approved.

## Requests/Action Needed

- Brevard College MOU will allow us to host student teachers.

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- Julie Gaston makes a motion to approve Brevard College MOU and Cody Ferguson seconds. Approved. Unanimous.

**XI. Committee Reports**

- Facilities
  - Volunteer Acknowledgement- Goodwin family and Jeff Sawyers for cleaning up debris.
  - Architect Update- draft site plan, the exterior building architect came out. They measured and adjusted height for proposed additional building. Lee Burgess will present updated information when we have it.
- Development (Fundraising and Public Outreach)
  - Phases are in process.
- Long Range Planning and Visioning
- Governance (Board Development)
  - Navigate Online Module 2 Review- Amy Hertz reviewed the module that focused on Board Recruitment.
  - March Navigate Module 3
- Governance (Policies and Procedures)
  - Policies for first read
    - 4205 HEAD LICE

**XII. Next Regular Meeting**

- Wednesday, March 13, 2019, Brevard Academy Campus, 5pm

**XIII. Adjourn\* 6:15pm**

Julie Gaston makes a motion to adjourn, Amy Hertz seconds the motion. Adjourned.

\* Requires Board action