

BREVARD ACADEMY: CFA BOARD OF DIRECTORS REGULAR MEETING

Meeting Location: BA-CFA Campus (Gym)

Wednesday, May 9, 2018 – 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.

Meeting Minutes:

I. Welcome, Pledge of Allegiance

II. Attendance: Adrienne Casteen, Nick Iosue, Lee Burgess, Jim Bishop, Ashleigh Dalton, Julie Gaston, Coty Ferguson late but present. Quorum present.

III. Chair's remarks

Adrienne Casteen discussed teacher appreciation week. They are the heart and soul of the school.

IV. Approval of Agenda*

1. Add a line item to repair. We will not be voting on the sign.
2. Motion by Nick Iosue. Ashleigh Dalton second. Approved

V. Approval of April 11, 2018 regular meeting minutes*

1. With noted changes- motion by Nick Iosue. Jim Bishop second. Approved

VI. Motion to approve special session minutes

1. Motion made by Nick Iosue. Lee Burgess second. Approved

VII. Teacher report

1. 1st place in music competition. Michael Prey presented their trip to Gatlinburg

VIII. Opportunity for Public comment

1. none

IX. PTO report

Financial Update

- See PTO Finance statement for April 2018.
- We had some May field trip requests for remaining class funds.
- Middle School committee also has funds remaining, but they will carry over their budget to kick off the Fall with events. All expenses from their Spring events are now accounted for.

Past & Ongoing Events/Committees

- Thanks to the Kindergarten parents for their support of the April staff meeting with a Spring theme.
- April was mostly a planning month for May end of year event, such as staff appreciation.
- We also voted in our new PTO officers for the next school year. President: Aimee Bush,

Vice President: Michelle Davis, Treasurer: Charlotte Snelson, Secretary: Jan Buchanan.

Upcoming Events

- Staff Appreciation this week, with daily theme:

Muffin Monday-PTO provides coffee and fruit, K-3rd parents are invited to bring in pastries/muffins

Tex Mex Tuesday-PTO provides chips and salsa, dips and drinks in teacher lounge all day

Wind down Wednesday-Chair Massages all day for staff (supported by BA and PTO)

Treat yourself Thursday-Dessert and treat cart in teacher lounge all day (4-8th parents to bring in desserts to share)

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TGIF Friday-PTO is getting supplies that teachers and staff requested, leadership is hosting a staff luncheon, and a parent is bringing in cupcakes for dessert.

- PTO will hold a reception for May 8th grade Graduation for graduating students and families.
- PTO will support field day with popsicles and funding for inflatable obstacle course.
- We will use the month of May to transition with past officers and meet for planning of PTO calendar and events for 2018-19 school year.
- We will provide a year in budget summary at June Board meeting

X.Team CFA report

- Jim Bishop reported that TeamCFA has a new financial services division. This will save TeamCFA schools over \$250,000 annually on financial services.
 1. TJ ranked 5th in nation

XI.Financial update

- Budget Review

BOARD ACTION REQUESTED REVENUE

- a. Rev - Sales Tax Request to DECREASE by \$ (7,000.00)
- b. Rev - Various Request to DECREASE by \$ (15,000.00)
- c. Rev - Athletics Request to INCREASE by \$ 51.32
- d. Rev - Buncombe County Schools Request to DECREASE by \$ (2,982.84)
- e. Rev - Fundraising - 653 Request to INCREASE by \$ 2,500.00
- f. Rev - Travel Band Request to INCREASE by \$ 1,800.00
- g. Rev - Fine Arts Request to INCREASE by \$ 618.00
- h. Rev - Capital Campaign - 660 Request to INCREASE by \$ (12,000.00)

TOTAL BUDGET ADJUSTMENT IN REVENUE \$ (32,013.52)

EXPENSE

- a. Line 1 - Salary - Bonus Request to INCREASE by \$ 2,550.00
Line 3 - Instructional Supplies Request to DECREASE by \$ (2,384.28)
- b. Line 3 - AIG Instructional Supplies Request to INCREASE by\$ 604.64
Line 3 - Student Uniform Expense Request to DECREASE by \$ (3,000.00)
- c. Line 3 - Fine Arts Expense Request to INCREASE by \$ 489.64
- d. Line 3 - Travel Band Request to INCREASE by \$ 1,290.00
- e. Line 3 - Sales Tax Request to DECREASE by \$ (7,000.00)
Line 4 - Non-Capitalized Hardware/Computers Request to DECREASE by \$ (10,515.68)
- f. Line 6 - Instructional Services Request to INCREASE by \$ 1,000.00
- f. Line 6 - EC Services Request to INCREASE by \$ 1,500.00
- g. Line 6 - Field Trips Request to INCREASE by \$ 1,906.14
- h. Line 8 - General Administration Request to INCREASE by\$ 1,200.00
- i. Line 8 - Legal Services Request to INCREASE by \$ 2,761.75
- j. Line 12 - Electricity Request to INCREASE by \$ 10,515.68
- l. Line 16 - Retirement Cost - After Care Request to INCREASE by \$ 20.00

TOTAL BUDGET ADJUSTMENT IN EXPENSE \$ 937.89

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TOTAL OVERALL BUDGET ADJUSTMENT

(Revenue minus Expenses) \$ (32,951.41)

Current Budget Surplus/Deficit \$ 366,789.53

Current Budget Surplus/Deficit will be \$ 333,838.12

after proposed budget adjustments

- Coty Ferguson made a motion to approve. Nick losue second. Approved
 - 2018-2019 Budget
 - Nick losue makes motion to approve budget. Coty Ferguson second. Approved
 - Update on USDA Loan
 - Finished environment survey. We will be receiving a clean bill by DENR Underwriting has begun. Financial feasibility is in action.
 -
 - Lee Burgess left for a family emergency. 5:15 pm
- X. Director's report

Brevard Academy School Director's Board Report for May 2018

Teacher Spotlight--None

Good News

Ms. Jenkins won the Golden Leaf for March. Ms. Farmer won the Golden Leaf for April. We had two great school visits: Congressman Mark Meadows and NC Superintendent Mark Johnson. Teacher Appreciation Week is May 7-11.

Enrollment

Grade Level Active Enrollment Class Sizes Waitlist

Kindergarten 49 25/24

1st Grade 43 18/23

2nd Grade 47 23/24

3rd Grade 41 23/18

4th Grade 50 24/25

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5th Grade 47 22/22

6th Grade 35 17/18

7th Grade 28 14/13

8th Grade 23 10/13

Total 363

Withdrawals Since April 9, 2018--2

Updated 5.1.18

Enrollments Since April 9, 2018--0 **Confirmed 2017-2018 ADM:** 381 **Current ADA:** 365

Anticipated Enrollment for 2018-2019

Grade New Apps

Anticipated Returning for

Grade Level 2018-2019 Totals

Size

Spaces Remaining

Kinder. 53 0 53 44 -9

1st 7 50 57 50 -7

2nd 7 41 48 46 -2

3rd 5 47 52 48 -4

4th 11 41 52 48 -4

5th 10 47 57 50 -7

6th 10 44 54 50 -4

7th 9 35 44 45 1

8th 3 27 30 45 15

Totals 115 332 447 426

Climate and Culture Student Attendance Staff Attendance Discipline Referrals

Paw Praises Earned

April Totals and Averages

95% present 95% on time

95% 31 total

10/week

122 total 41/week

Updated 5.1.18

94% March Totals and

95% present

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36 total Averages

96% on time

9/week

129 total 32/week

February Totals and Averages

91% present 96% on time

92% 22 total

5.5/week

157 total 39/week

January Totals and Averages

92% present 96% on time

96% 11 Total

2/week

157 Total 31/week

December Totals and Averages

93% present 95% on time

95% 14 total 5/week

82 total 27/week

November Totals and Averages

94% present 96% on time

94% 26 total

7/week aver.

88 total 22/week aver.

October Averages and Totals

95% present 95% on time

95% 30 total

6/week average

117 total 23/week average

September Averages and Totals

94% present av. 95% on time av.

94% avr. 18 total

5/week average

144 total 36/week av.

August Averages and Totals

98% present 97% present 16 total

5/week average

68 total 27/week average

Items of Note: --14 Students without an absence since Day 1. --13 Students without an absence or tardy since Day 1.

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Suspension Report

Month In School Suspensions

students/# of days

Out of School Suspensions # students/# of days

April 2/2 0/0

Updated 5.1.18

Notable Student Experiences

Kindergarten Student of the Month through Chase Insurance presented on May 11 Immigration Simulation for our 2nd grade students on May 11 Middle School River Clean up on May 15 Library Summer Reading Kickoff on May 15 Travel Band Students heading to Charlotte (May 11) and Gatlinburg (May 4) **End of Grade Testing for students in grades 3-8: May 18**--EOG Science 5th/8th **May 22**--EOG 3rd-8th English Language Arts **May 23**--EOG/EOC Math 3rd-8th

End of Year Celebrations: May 28--Memorial Day--No School May 29--Honor Roll 2nd-7th grade at 1:45-2:45 **May 30**--Field Day **May 31**--8th and Kinder Graduation

- 8th Grade and Honor Roll and Awards 10:00 am
- Kindergarten Graduation and Awards 1:00 pm **June 1st**--Whole School Awards--Dismissal at 1:00 pm
- 11:00-12:30 Whole School Awards
- 1:00 Dismissal

Academics

MAP Testing Results and Predicted EOGs

Updated 5.1.18

[Complete Breakdown of Spring MAP scores](#)

3-8 Spring MAP 2018 Projected EOG Performance Math 132/221 students proficient = 60%
3rd Grade 41 students

Performance Level Score

These students last year **62%** Number of students projected to score

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5th Grade Math 46 students

Level 1 3 = 7%

Performance Level Score Level 2 8 = 20%

Level 3 5 = 12%

Level 4 11 = 27%

Level 5 14 = 34%

Proficient 73%

4th Grade 50 students

Performance Level Score

Number of students projected to score

Level 1 9 = 20%

Level 2 14 = 30%

Level 3 5 = 11%

Level 4 12 = 26%

Level 5 6 = 13%

Proficient 50% Number of students projected to score

These students last year 36%

Level 1 6 = 12%

Level 2 11 = 22%

6th Grade 35 students

Level 3 4 = 8%

Performance Level Score

Level 4 19 = 38%

Level 5 10 = 20%

Proficient 66%

Number of students projected to score

Level 1 7 = 20%

Level 2 9 = 26%

Updated 5.1.18

Proficient Level 3 3 = 9%

Performance

67%

These students last year 48%

Level Score

Level 4 11 = 31%

These students last year 41%

Level 5 5 = 14%

8th Grade 22 students

7th Grade 27 students

Number of students projected to score

Number of students projected to score

Number of students projected to score

Proficient 54%

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Number of students projected to score

Level 5 2 = 9%

Level 2 6 = 27%

Performance Level Score

Level 1 7 = 32%

Proficient 41%

These students last year 42%

Level 1 4 = 15%

Level 2 5 = 18.5%

Level 3 2 = 9%

Number of students projected to score

Number of students projected to score

Level 3 3 = 11%

Level 4 10 = 37%

Level 4 5 = 23%

3-8 Spring MAP 2018 Projected EOG Performance Scores **Reading 161/221 students proficient = 73%**

3rd Grade 41 students

Performance Level Score

Level 4 13 = 31.7%

Level 5 12 = 29.3%

Number of students projected to score

Number of students projected to score

Level 5 5 = 18.5%

4th Grade 50 students

Performance Number of students

Updated 5.1.18

Level 1 4 = 9.8%

Level 2 6 = 14.6%

Level 3 6 = 14.6%

Proficient 76%

6th Grade 35 students

Performance Level Score Level Score projected to score

Level 1 3 = 6%

Number of students projected to score

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Level 2 8 = 16%

Level 1 3 = 9%

Level 3 5 = 10%

Level 2 6 = 17%

Level 4 21 = 42%

Level 3 2 = 6%

Level 5 13 = 26%

Level 4 20 = 57%

Proficient 78%

Level 5 4 = 11%

These students last year 77%

Proficient 74%

5th Grade 46 students

These students last year 77%

Performance Level Score

7th Grade 27 students

Performance Level Score Number of students projected to score

Level 1 10 = 22%

Level 2 10 = 22%

Level 3 4 = 9%

Level 4 14 = 30%

Level 5 8 = 17%

Proficient 56%

These students last year 59%

Number of students projected to score

Level 1 1 = 4%

Level 2 3 = 11%

Level 3 1 = 4%

Level 4 13 = 48%

Level 5 9 = 33%

Proficient 85%

These students last year 72%

Updated 5.1.18

Level 8th Grade 22 students

4 8 = 36%

Performance

Level 5 5 = 23% Level Score

Proficient 73%

These students last year 58%

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Teacher Development

Professional Development

Completed Edgenuity Trainings for Compass

Personnel

- Resignations--2, effective at the end of the school year
- Hirings--1

Evaluations

- All teacher observations have been completed. I will begin summary evaluations in mid-May.

Community and Family Engagement

Athletics--

Soccer Season is in full swing. **Advertising**

Nothing of note.

Updated 5.1.18

Number of students projected to score

Level 1 2 = 9%

Level 2 4 = 18%

Level 3 3 = 14%

Briefings

Safety We are currently working with Officer Light to review our safety plan and go over any necessary changes.

Compliance Reports

We will have a Federal Compliance Meeting on May 8th. Our school's Performance Framework for the 2017-2018 school year has been completed. Our school's LEA Self-Assessment has been completed.

Updated 5.1.18

1. \$2864 dollars for new tires for buses. Nick louse motions to approve and Julie Gaston second. Approved.

I. Committee Reports

- Facilities
 - Sign*
 - Office/Classroom project
- Fundraising and Public Outreach
 - 2018-2019 fundraising projects

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- Working toward the pavilion outside- go green builders are willing to help with the project. They are willing to donate the plans and we will get a structural engineer. Motion to approve by Nick Iosue and second by Julie Gaston. Approved.
- Long Range Planning and Visioning
 - Strategic plan- retreat July 24th- focusing in on that project
- Board Development, Policies and Procedures
 - Accepting applications for Board Members
 - Policies for approval
 - 7190 HARASSMENT
 - Motion to approve by Julie Gaston and second by Nick Iosue. Approved
 - Policies for first read
 - Multiple policies regarding federal funding and how we utilize those funds
 - Internal job posting application

XII. Business

- Old Business- none
- New Business- none

XIII. Next Regular Meeting

- Wednesday, June 13, 2018, Brevard Academy Campus, 5pm

XIV. Nick Iosue makes a motion to adjourn. Coty Ferguson second. Approved

XV. Adjourn at 5:33 pm