

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

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

**Wednesday, August 8, 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:**

Meeting called to order by Adrienne Casteen at 5:00 pm

- I. Welcome, Pledge of Allegiance
- II. Attendance: Adrienne Casteen, Lee Burgess, Coty Ferguson, Ashleigh Dalton, Julie Gaston, Jim Bishop, Nick Iosue
- III. Chair's remarks

Quorum present.

- IV. Approval of Agenda\*

Add bus pricing difference under the director report and additional policies for first read. Motion from Nick Iosue second from Lee Burgess. Unanimous

- V. Approval of May 9, 2018 and June 13, 2018 regular meeting minutes\*

Motion made by Nick Iosue, second by Coty Ferguson, unanimous vote, motion approved.

- VI. Approval of June 28, 2018 special meeting minutes\*

Motion made by Nick Iosue, second by Coty Ferguson, unanimous vote, motion approved.

- VII. Teacher report

Trudy- summer reading camp NC DPI grant for \$14,000. Grades for 1-3 who did not reach benchmarks. 50 kids were invited, 21 students participated. 3 teachers, 1 sub. Students rotated through stations to identify struggles. They added experiments and other fun ideas to incorporate reading. They took a trip to the library.

- VIII. Opportunity for Public comment

No comment

- IX. PTO report

**Financial Update**

See PTO 2017-2018 year-end Finance statement. We will file our IRS forms in the next quarter, and all expenses starting August for the 2018-2019 school year.

**Past & Ongoing Events/Committees**

New officers met this summer to assign project leads for each large event and discuss calendar and planning for 2018.

**Upcoming Events**

PTO will support Back to school day with a table to showcase our calendar and events supported. We will also have forms in each classroom to help recruit room parents and classroom volunteers.

Planning has already started for Fall Festival which is Sept. 15<sup>th</sup>. We will have music from Sound Extreme Entertainment, but we are still working out details on food and games. We also have a few craft vendors lined up, like last year. We will also have several inflatables and a dunk tank with school leadership. We are hoping to have a board member participate in the dunk tank also. Please let us know if you are interested in being part of the fun!

All other events are outlined on the full year calendar and were jointly decided with Ted Duncan and the PTO leadership team.

- X. Team CFA report

\* Requires Board action

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

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

**Wednesday, August 8, 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.

Davidson School is opening today.

XI. Financial update

Grant approved for our SRO. Another grant for outdoor education. First month to use team CFA financial services.

XII. Director's report

SRO is a recurring grant. Our mountain bikes have arrived. 20 bikes are here and Coach Jones just returned from California where he was trained to teach mountain biking during PE. 20<sup>th</sup> Year Celebration will occur on August 20, 2018 at noon.

Current enrollment 415 students. Waitlists for all grades except 8<sup>th</sup> grade. Staff training begins tomorrow. Professional development calendar is being created. Beginning teachers have been at UNCA learning about core knowledge.

Creating support system for professional development with the teachers. Student and staff calendar created. Uniform policy on the back. Teacher assignments mailed out. We are purchasing two more buses. Added a Mills River route and serving the boys and girls club in Henderson county.

Spanish teacher has been hired.

Items for review:

- Sharp Digital Storage Proposal- with our space challenges, this is a digital resource to access and retain student records.
- Gaggle Internet Security- monitors students for safety for threats to school
- Calendar Revision-April 12 Closed and April 19 Holiday\*

Lee Burgess makes a motion to approved, Coty Ferguson seconds, unanimous vote, approved

- Changes to Beginning Teacher Support Plan as required by DPI\*

Nick Iosue makes a motion to approve, Julie Gaston seconds, unanimous vote, motion approved.

Nick Iosue makes a motion to approve \$2000 addition dollars for the purchase of the new buses. Jim Bishop

seconds, unanimous vote and approved.

XIII. Committee Reports

Committee dates will be posted publicly.

- Facilities
  - Mountain Bike Building
    - Temporary solution on the way. Will update on a more permanent structure
  - Security Camera Proposals
    - Looking at proposals to add or update cameras
    -
- Fundraising and Public Outreach
  - Event being planned for spring. More details to come. A strategic plan is being put into place for sponsorship.
- Long Range Planning and Visioning
  - Board retreat occurred in July. Coty Ferguson expects to propose a first draft 5 year strategic plan. The bikes help to further our identity as a school. We are looking to achieve an A rating.
- Board Development, Policies and Procedures
  - Policies for approval\*
    - 7420 ASSIGNMENT OF STAFF

\* Requires Board action

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

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

**Wednesday, August 8, 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.

■ INTERNAL JOB APPLICATION

Nick losue makes a motion, Julie Gaston second, unanimous, approved

- Policies for first read
  - 7390 PERSONAL TIME OFF/ LEAVE POLICY
  - 7391 FAMILY MEDICAL LEAVE ACT (FMLA)
  - 7392 JURY/WITNESS DUTY POLICY

Ted Duncan has a note for the grievance policy.

XIV. Business

- Old Business
  - None
- New Business
  - Nominations for new Board Members and vote\*
  - Lee Burgess makes a motion to add Amy Hertz, Coty Ferguson seconds, unanimous, approved
  - Coty Ferguson makes a motion to nominate Mark Campanini, Nick louse seconds, unanimous, approved

XV. Next Regular Meeting

- Wednesday, September 12, 2018, Brevard Academy Campus, 5pm
- 10 minute break, Nick losue makes a motion to go into closed session at 5:34 pm

II. Closed Session\*- Personnel/Contracts

- Cody Ferguson motion to approve cleaning contract, Jim Bishop seconds, unanimous, approved
- Lee Burgess makes a motion to approve mountain roots contract, Nick losue seconds, unanimous, approved

XVI. Adjourn 6:14 pm to adjourn by Nick losue, second by Jim Bishop, unanimous, approved

\* Requires Board action