



Brevard Academy: A Challenge Foundation Academy

Board of Directors

MINUTES

Work Session and Regular Meeting

Meeting Location: BA-CFA Campus (Music Room)

Wednesday, October 9, 2019 – 5:30 p.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.

Work Session, 5:00pm

Work sessions are for discussion and training only. No formal actions are taken in work sessions. The Brevard Academy-CFA board will never vote on a motion while it is in a work session. If the board wants to adopt a motion after discussing it in a work session, it will be presented in an open public business meeting.

Discussion Items:

Bonus Discussion: Current budget allots \$40,000 for bonuses. Last year approximately \$68,000 was spent.

One option could include a bonus for all in fall and set the bonus amount for the spring.

Last year's highest spring bonus was \$1,500. Total amount at the end of the year bonus was \$43,000.

This will require a vote in November.

Student Count: Next year the school will have ADM of over 430 and then in 21-22 we would have over 440. This is projected with students being maintained.

A feasibility study will give the school/board better data.

ESL: English as a Second Language. There are 13 students being screened for ESL. This is determined by a parent survey. ESL students require a certified ESL teacher. The school does not currently have an ESL teacher. There will be a vote in November for this requirement.

Staff Strategic Plan Rollout: Adrienne did the overview today in the staff meeting. In the next few months, we should have another board member join to discuss areas of the plan. Adrienne will send staff meeting dates for members to sign up. Presentation should be interactive and last up to 15 minutes. Meetings are the first Wednesday of the month and the time is approximately 3:30-4.

Regular Meeting, 5:30 p.m.

**Requires Board Action*

AGENDA:

- I. Call to Order
 - **Members Present:** Lee Burgess, Adrienne Casteen, Amy Hertz, Jim Bishop, Julie Gaston, Mark Campanini
 - Quorum is present
- II. Pledge of Allegiance
- III. Chair's remarks
- IV. Approval of Agenda*
 - Julie Gaston requests to add a date for the annual event and an October date for the next 5 year
 - Mark Campanini motion, Lee Burgess second. Vote is unanimous.
- V. Approval of Meeting Minutes:
 - September 11, 2019*
 - Julie Gaston motions to approve with adjustments, Mark Campanini seconds. Vote is unanimous
- VI. Teacher Report- Cody Jones, Athletic Director
 - Athletics report: Volleyball team is wrapping up it's first season and has made amazing growth.
 - Flag football finished 3rd and also had great growth.
 - Cross country is underway and has three meets remaining.
 - These three teams have 58 student athletes.
 - Mountain biking just started and has 30 riders.
 - Media specialist has boosted home events and pink socks have been a fun addition. Athletic site is under construction to sell athletic clothing.
 - Golf club is starting in the spring. Coach Jones will start this with the help of a parent.
 - Intermurals has started and is under Coach Burroughs. She's had approximately 25 students in each club.
 - Athletics is a profitable program, thanks to the help of many.
 - Interest for boys and girls volleyball.
- VII. Opportunity for Public comment
 - None
- VIII. Team CFA report
 - Challenge Foundation Properties is operating well and getting positive attention
 - CFP is asking for BOD information to stay in better contact
- IX. Financial update
 - Budget Review/ Update

- LINQ is down statewide, so there are no budgets to review. Reports should be available for review tomorrow.

X. Director's report (See Appendix A)

- See link in the report below for photos highlighting good news from September
- Fall MAP review
 - Review is given to each student and educational plans are adjusted accordingly
- 6th-8th Grade will not host a Core Knowledge night. They will all be participating in the Democracy Project and then will present in the Spring at Brevard College.
- Math 1 Teacher Position Hire*
 - Julie Gaston motions, Mark Campanini second. Vote is unanimous.

XI. Committee Reports

- Facilities
 - Service day had some improvements that will be announced at a later date.
 - Draft letter will be created to ask for more signage at the front of the school.
- Development (Fundraising and Public Outreach)
 - Date for Cornhole tournament will be March 28, 2020. Going forward this will be moved to the fall.
 - This will be held at Brevard Lumberyard and dates have been confirmed for the next five years for the first Saturday in October, beginning 2020.
 - March 27, 2020 there will be a school wide cornhole event in the afternoon. This will allow the students to participate and for school only.
 - Cornhole boards will be constructed in house.
 - On-line giving: a page will be created with all of the on-going fundraisers with paypal available. Website can be created for free but maintenance will need to be considered.
 - Motion to approve March 28th date made by Mark Campanini, second Lee Burgess. Vote was unanimous.
 - Mark Campanini motions to approve first Saturday in October for five years, starting in 2020. Lee Burgess second. Vote was unanimous.
- Long Range Planning and Visioning
 - Roll out of strategic plan was rolled out to the staff today. Board members will participate in further training with staff in the months to come.
- Governance (Board Development)
 -
- Governance (Policies and Procedures)
 - Policies for Approval*
 - Coach Job Description
 - Retitle to Athletic Coach and typo correction
 - Title 1 Parent Engagement Policy
 - Amy Hertz motions to approve both, Lee Burgess seconds. Vote is unanimous with changes noted.
 - Policies for first read
 - 2100/2100P (7210/7210P) EMPLOYEE GRIEVANCE POLICY/PROCEDURE

- 2110/2110P (4400/4400P) STUDENT AND PARENT GRIEVANCE POLICY/PROCEDURE
- 8030 BANK RECONCILIATIONS
- 8140 EXEMPT ORGANIZATION RETURNS
- 8300 CASH RECEIPTS
- 8470 FACSIMILE SIGNATURES

XII. Next Regular Meeting

- Wednesday, November 13, 2019, Brevard Academy Campus, 5:30pm

XIII. Adjourn*

- Julie Gaston motions to adjourn at 6:10 pm. Mark Campanini seconds. Vote is unanimous.

APPENDIX A

Brevard Academy School Directors Board Report for October 2019

Teacher Spotlight--Cody Jones--Athletic Director

Good News/Staff Spotlights

- [September Fun](#) at Brevard Academy

Enrollment

2019-2020 ADM: 426 as of September 23, 2019

Highest ADM: 430

Current ADA: 424

Grade Level	Current Enrollment
Kindergarten	48
1st Grade	48
2nd Grade	48
3rd Grade	48
4th Grade	52
5th Grade	51
6th Grade	52
7th Grade	39
8th Grade	38
Total	424

Current number of EC students K-8: 46 (14 Speech only)

Total number of AIG students 3-8: 53 (Spring 2019 Headcount)

20 Day ADM count can be found [here](#).

Enrollment is closed.

Climate and Culture

Month	% Students Attending	% Student on Time	% Staff Attendance	ODRs
May				
April				
March				
February				
January				

December				
November				
October				
September	97%	97%	96%	5.75
August	98%	98%	98%	2
Averages	97%	97%	98%	1.25

The state averages 94% attendance.

ODRs=Office Discipline Referrals

Suspension Report

Month	In-School Suspensions # students/# of days	Out of School Suspensions # students/# of days
May		
April		
March		
February		
January		
December		
November		
October		
September	0/0	1/3
August	1/2	1/2

This section will be updated throughout the year.

Goals

1. Student Academic Goals
 - a. 100% of the student meet or exceed expected growth targets.
 - b. 80% of the student body is at or above grade level.
2. Parent Goals
 - a. Safety of the Campus
 - b. Creating and Maintaining a Highly Positive Student Climate
3. Staff Goals
 - a. Development of additional classroom space.
 - b. Creating and Maintaining a Highly Positive Student Climate
 - c. Maintaining the safety and cleanliness of the facility and property.

Data Sources/Progress

1. Student Goals
 - a. MAP and EOG data
2. Parent Goals
 - a. Parent Surveys
3. Staff Goals
 - a. Progress on Strategic Plan
 - b. Teacher Working Conditions Survey
 - c. Staff surveys

Briefings

Academics

- Fall MAP Review

GRADE	Total Students	% Reading at or above grade level	Average Score/Grade Level Proficiency BOY	% Math at or above grade level	Average Score/Grade Level Proficiency for BOY
K	49	51	136 of 141	53	142 of 141
1st	48	60	165.5 of 160.7	66	162.6 of 162.4
2nd	50	78	185.3 of 174.7	76	186.5 of 176.9
3rd	47	77	195 of 188.3	62	192 of 190.4
4th	52	63	205.3 of 198.2	43	204 of 201.9
5th	50	82	215 of 205.7	66	215.6 of 211.4
6th	51	80	220.6 of 211	61	222.3 of 217.6
7th	39	79	226.4 of 214.4	64	228.4 of 222.6
8th	39	74	233.9 of 217.2	72	228.8 of 226.3
Total:	425				

- Math Curriculum Review
 - We have begun reviewing our current math curriculum in order to ensure that it is providing our students with the best possible math instruction.
- AIG Update

Brevard Academy's growing AIG program is entering its 3rd full year. We are pleased to be able to offer services to identified students as early as the beginning of third grade. This fact alone was enough to catch the attention of a family who recently moved here from SC. Their 3rd grade son had already been identified in SC, but no other Transylvania County elementary school offers services until at least 4th grade. Now he and his sister, a 6th grader, are both proud Bulldogs!

An overview:

- Ms. Burney continues to provide weekly PETS (Primary Education Thinking Skills) lessons to all 1st and 2nd grade classes. This means that approximately 100 primary- aged students are

being exposed to critical and creative thinking skills weekly throughout first and second grades. This levels the playing field for testing.

- All 2nd graders are given the **CogAT** (Cognitive Abilities Test) in the spring of 2nd grade. Recent studies have shown that relying solely on teacher recommendation for referrals may result in missing some gifted students, especially minorities or those living in poverty, so we are pleased to be able to blanket-test the entire grade to ensure that all students are considered.
- This past spring **20% of our second graders qualified for gifted services**. Those students began pull-out services with Mrs. Burney in August. 3rd-8th grade teachers can also refer students for spring CogAT testing. These are usually students who were not attending BA in 2nd grade and thus had never been tested, or those who were tested but have since shown significant growth. Last spring we tested 17 students in 3-8th grades. 12 of those tested qualified and joined existing challenge classes in August. All of our AIG students are listed on the official state AIG roster, and are thus eligible for gifted services anywhere in NC.
- **3rd-5th grade** identified students meet with Ms. Burney once a week for 3 hours. These classes are referred to as "Challenge". Students engage in activities designed to develop critical and creative thinking skills. Enrichment units include simulations of CKSS content, such as Pilgrims and the Oregon Trail, and novel studies of CK classics such as Wind in the Willows, Robinson Crusoe, and Little Women. Fourth grade challenge students participate in a cross-curricular inventions unit, and fifth grade students learn about Gardner's Theory of Multiple Intelligences and how to best utilize their areas of strength to improve weaker areas and succeed in school and life.
- **Middle school** challenge students meet with our new AIG teacher, Trudy Pierron, for approximately 3 hours a week as well. They are excited to be engaged in **Mock Trial**, a hands-on program that helps students gain a greater understanding of our judicial system. Each student has been assigned a courtroom role, (attorney, witness, bailiff, etc) and will reproduce a trial before a judge, jury and, hopefully, parents. In addition to a greater understanding of our judicial system and courtroom etiquette, students are learning analytical and critical thinking skills as they carefully construct arguments to present in a logical flow. Their public speaking skills will also be enhanced as they are called upon to think on their feet and tell a compelling story before an audience.
- Our 8th graders will have the privilege of forming Brevard Academy's first ever **Mock Trial Team** which will compete with 3 other schools (Henderson Middle School, Classical Scholars, and The Mountain Community School) on **December 11, 2019** at the Henderson County Courthouse. On competition day, our defense team will compete against another school's prosecution team in the morning, and our prosecution team will face another school's defense team in the afternoon. Even though we can only register one team, all middle school challenge students will attend the competition so they can sit in the courtroom, experience the process, and be ready to compete during their 8th grade year.

BA AIG by the numbers:

	Currently identified as gifted	Total number of students in the grade	Percentage of students identified
3rd	11	49	22%
4th	10	52	19%
5th	15	51	29%
6th	16	52	31%
7th	15	39	38%
8th	9	38	24%
Totals	76	281	27%

Community Involvement

- Where is Brutus?
 - Brutus has been, and will continue to, visit area businesses and organizations who are sponsors or potential sponsors of Brevard Academy. Recently, Brutus has visited Quixotes, The Hope Chest, the Traditional Martial Arts Center, and Pisgah Coffee Roasters. Utilizing social media, photos of Brutus at areas businesses serve as publicity for both Brevard Academy and the organizations visited.

After-School

- Intramurals
 - Intramurals started on Thursday, September 23rd. It was a great beginning to a developing program. We had 16 participants, 8 of whom were from Bulldog Care. The students have expressed excitement about some of the upcoming Intramural activities that we plan to include in our program this year.
 - We have 21 total students who have turned in registration forms for Intramurals.
- Bulldog Care
 - Our average number of students in Bulldog Care is 30 kids per day.
 - Our highest number in Bulldog Care has been 45.
 - Our lowest number in Bulldog Care has been 21.
 - Long-Range Bulldog Care Plan is attached [here](#) and in the October Work Folder.

Lunch Service

- We currently have 37 students receiving lunch scholarships.
- We will use a system called FoodEase to use for lunch ordering. This system meets all the needed criteria for our pilot lunch program.

Teacher Development/Personnel

- We are hosting our 2nd Champions Day on October 16. Staff will engage in the following PD.
 - Teaching with DESCAs presented by Leaders Building Leaders. DESCAs stand for Dignity, Energy, Self-Management, Community, and Awareness as tools for Inspiring Classroom Learning.
 - Engaging Students in Authentic Problem Solving presented by The North Carolina Center for the Advancement of Teaching.
- Please refer to the plan [here](#).

Hirings for Approval

- Math 1 Teacher Position--Donna Hoover

Resignations/Non-Renewals/Terminations

- Resignations--0
- Retirements--0
- Non-Renewals--0
- Terminations--0

I have reassigned Brian Bullock to our Floating Instructional Assistant position. Once we have our 4th grade assistant in place, he will take over this role.

Compliance and DPI Oversight

- *Review Title 1 Parent Engagement Policy--[Annual Review](#)
- We completed our Beginning Teacher Support Program Review.
 - There were no major findings.
 - We had several commendations.

Requests/Discussions/Action Items/Work Session

- Our strategic plan will guide our School Improvement Process.
- ESL (English as a Second Language) Identification and teacher. We may need to hire an ESL teacher after we complete ESL screenings.
- Staff Bonus

Immediate Action Needed

Closed Session

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*Requires BOD action