

BREVARD ACADEMY: CFA BOARD OF DIRECTORS REGULAR MEETING

Meeting Location: BA-CFA Campus (Music Room)

Wednesday, October 10, 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- Meeting called to order at 5pm by Adrienne Casteen.

II. Board Attendance:

Jim Bishop, Mark Campinini, Amy Hertz, Nick louse, Julie Gaston, Lee Burgess. Adrienne Casteen and Lee Burgess not present. Quorum is present.

III. Chair's remarks

Nick louse welcomes everyone.

IV. Approval of Agenda*

Lee Burgess motions to approve, Mark Campanini seconds: motion approved

V. Approval of September 12, 2018 regular meeting minutes*

Jim Bishop motions to approve, Julie Gaston seconds: approved

VI. Teacher report- Mentor Program: Megan Monk and Sonya Jenkins

Pairing older children with younger ones. They meet in the morning and set goals. Last year we had 15-20 who participated. They are discussing zones of regulation. The mentor talks to the mentee in how to get into the green zone and get ready to learn. Cody discussed

Americorp volunteer-Ashley Benson- discussed bringing in mentors to the middle school. 1 hour per week. First thirty minutes on academics and the second half hour on life. 3:00-4:00 in the afternoon. It would be the first Big Brothers/Big Sisters program in the county.

VII. Opportunity for Public comment

1. United Way- Saunders Squamash- BA is a United Way Community Collaborative Partner as a member of the CONNECT (Child Abuse and Neglect Prevention) Program.

VIII. Team CFA report

1. Jim Bishop reports on the TeamCFA loss of funding for the instructional coach positions.

IX. Financial update

1. Loan is in process. It is in Washington, DC- waiting for approval. Lee Burgess seconds Nick louse's motion to approve the budget. Unanimous vote

X. Director's report

- Sharp Digital Storage*
- Lottery Options
- Board Symposium

Good News

- We have an Americorps Volunteer (Teresa Dowling) serving in the 3rd grade.

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- We held our first dedicated parent-teacher conference day. Many of the teachers completed student-led conferences.
- Our Flag Football Team won the league championship.

Enrollment

2017-2018 ADM: 381

Allowed 2018-2019 ADM: 450

Current ADA: 408

Grade Level	Active Enrollment	Class Sizes	Waitlist/Applications
Kindergarten	49	25/24	1
1st Grade	51	25/26	
2nd Grade	45	23/22	1
3rd Grade	49	25/24	1
4th Grade	47	23/24	1
5th Grade	53	27/26	5
6th Grade	44	25/19	1
7th Grade	43	22/21	
8th Grade	27	11/16	
Total	408	408	

Withdrawn students since August 15, 2018: 5

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Climate and Culture

As of September 26, 2018

Month	% Staff Attendance	% Students Attending	% Student on Time	ODRs
September	96%	96.5%	97%	3
August	97.5%	98.5%	98%	3

ODRs=Office Discipline Referrals

Suspension Report

Month	In School Suspensions # students/# of days	Out of School Suspensions # students/# of days
September	1/1	0/0
August	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.
3. 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
 - a. Climate data (see above)

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2. Parent Goals
 - a. Positive parent response on 95% of our survey questions.
 - i. We are meeting this goal.
 - b. 50% parent response rate on surveys.
 - i. I am looking to increase parent participation in surveys.
3. 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
 1. Staff meeting feedback has yielded positive results.

Notable Student Experiences--Kimberly Best, Dean of Students

Students participated in our first Health Fair. Students had their vision checked and participated in several stations that helped promote healthy living such as handwashing, mosquito & tick awareness, bike helmet fitting and healthy snacking. Parents were invited to visit the school for a car seat safety check with Officer Light.

On September 14th students participated in a school wide assembly marking the 231 Anniversary of the drafting of the U.S. Constitution and helped declare the week of September 17th as Constitution Week at Brevard Academy.

5th grade began their participation in the Muddy Sneakers program. EC began its participation in equine therapy at Free Rein in Transylvania County for several students. Kindergarten participated in their annual visit to Sky Top Apple Orchard, 1st grade visited the Fish Hatchery in Pisgah National Forest and 2nd grade visited the Asheville Community Theater.

Mrs. Monk, Officer Light and Mrs. Best kicked off Bullying Awareness month by scheduling a visit with each classroom to discuss the definition of bullying, what to do if you feel you are being bullied and how to ensure that our actions are not being perceived as bullying.

The staff vs student flag football game was held on October 4th.

Academics

	2013-14	2014-15	2015-16	2016-17	2017-18
Grade 3 Reading	85.7	88.5	67.5	87.2	68.3
Grade 4 Reading	50	75	72.4	62.2	72
Grade 5 Reading	76.2	65.2	66.7	77.4	60.9
Grade 6 Reading	91.7	90.5	68	81.3	80

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Grade 7 Reading	58.3	92	91.7	73.1	82.1
Grade 8 Reading	47.8	87	80	75	87.5
	2013-14	2014-15	2015-16	2016-17	2017-18
Grade 3 Math	85.7	76.9	32.5	76.9	63.4
Grade 4 Math	50	78.6	65.5	46.7	52
Grade 5 Math	71.4	39.1	70	54.8	56.5
Grade 6 Math	54.2	61.9	36	40.6	57.1
Grade 7 Math	33.3	68	66.7	38.5	64.3
Grade 8 Math	31.3	75	56	60.9	43.5
Math I (Algebra I)	43.8	83.3	88.9	95	NA
	2013-14	2014-15	2015-16	2016-17	2017-18
Grade 5 Science	66.7	65.2	80	77.4	54.3
Grade 8 Science	81.3	87.5	92	95	73.9

[TeamCFA Report](#)

MAP Reports

Please see the link [here](#) for access to our MAP reports.

Attract, Retain, and Grow Excellent Teachers and Staff Members

Professional Development

- All teachers are in the process of creating individualized professional development plans. These are reviewed by administration.
- All staff members are in the process of finishing SafeSchools Trainings.

Evaluations

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- All Beginning Teachers are meeting with Crystal Holland to complete PDPs and evaluations.
- The first round of staff evaluations have begun. These will be completed by November 11.

Personnel

Resignations--1

Hirings--2 (Reading Interventionist and Part-Time Custodian)

Community and Family Engagement

Athletics--Cody Jones, Athletic Director

1. We are in the process of getting volleyball equipment for the gym. We will be looking to have a team in the next couple of years.
2. We will be starting basketball in the next couple of weeks with open gyms and practices for the team.
3. Our flag Football team won the championship game! Our Cross Country team is still competing until late in October.

Presentations/Director Outreach

- I met with David White, CEO of WCCA, to talk about possible collaborative opportunities.
- I held a parent Ted Talk at Blue Ridge Bakery on September 25.

Briefings

School Improvement Update--Camy Stirling, SIT Chair

The School Improvement Team meets twice a month. The first meeting of the month is focused on grade level questions, concerns, calendar questions, updates. The SIT members then report back to their grade level teams and keep them current on decisions made, clarifications and items discussed. The second meeting of the month SIT will check in with other school teams and report back to the group. Once a quarter the School Improvement Team will review the School Improvement Plan. The School Improvement Team will work to improve communication, problem-solve issues in the school, and provide feedback to the school director. Here is the complete list of School Improvement Team expectations, [SIT Expectations](#)

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K/2- Cristina Gibbons

3/5- Carly Smith

6/8-Emily Page

Specials-Cody Jones

Assistants-Erin Brewton

EC-Lori Luhrs

Standing SIT Representatives

School Director-Ted Duncan

Dean of Students-Kimberly Best

Curriculum Coordinator-Camy Stirling

Safety Committee Update--Officer Light, Chair

The Safety Committee meets once a month. We have gotten playground plans from each grade level, updated the School Emergency Response teams, and completed the school safety assessment. The school had another fire drill and the first Lockdown drill (Code Yellow) for the school year.

Requests--Ted Duncan, School Director

- Digital Storage-
 - Sharp digital storage. Nick louse makes a motion to approve the expense, Lee Burgess to second, approved
- LotterEase Presentation

X. Committee Reports

- Facilities
 - Nothing to vote on but things are moving forward.
- Development (Fundraising and Public Outreach)
 - October 25- Donor Database- implementation of giving campaign.
 - Cornhole Tournament in the spring. We are discussing options on the venue based off our limited options and the REEB Ranch. We have changed our Annual Event meeting location to Crank Coffee at 8:00 on Mondays.
- Long Range Planning and Visioning
- Governance (Board Development)
 - Navigate program
- Governance (Policies and Procedures)
 - Legal policy review*

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- Nick louse makes a motion to approve \$5000 to legal fees to review Amy Hertz second- approved

- Policies for approval*

- 4001 ADMISSION/ LOTTERY POLICY
- 7090 CRIMINAL RECORD HISTORY CHECK
- 3560 TITLE 1 PARENT AND FAMILY ENGAGEMENT POLICY

- Motion to approve all policies, Jim seconds, approved.

- Policies for first read

- 9220 SECURITY OF FACILITY
- 9230 BUILDING KEY CONTROL
- KEY RESPONSIBILITY FORM
- 7320 PERSONAL APPEARANCE

XI. Next Regular Meeting

- Wednesday, November 14, 2018, Brevard Academy Campus, 5pm
- 5 minute recess at 5:45 pm
- 5:49 pm motion made by Nick louse to go into closed session. Nick louse makes a motion to come out of closed session and Jim Bishop seconds.

I. Closed Session*- Personnel/Contracts

XII. Adjourn at 5:48 pm