

BREVARD ACADEMY: CFA BOARD OF DIRECTORS REGULAR MEETING

Meeting Location: BA-CFA Campus (Music Room)

Wednesday, November 14, 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:

Adrienne Casteen, Jim Bishop, Mark Campanini, Amy Hertz, Julie Gaston, Jim Bishop, Coty Ferguson. Nick Iosue and Lee Burgess not present. Quorum Present

III. Chair's remarks

Adrienne Casteen welcomed all to the November 2018 BOD meeting.

IV. Approval of Agenda*

Addition of black and white master plan and date change for Annual Event

V. Approval of October 10, 2018 regular meeting minutes*

Amy Hertz motions to approve, Mark Campanini seconds: approved

VI. Teacher report- Coach Cody Jones

Basketball season has begun and both teams won! New uniforms were purchased. \$2000- 24 total with shorts. Volleyball update: family donated new volleyball equipment, nets to arrive soon. Volleyball to begin next fall- girls only team. For now, it will be used for club. Mountain biking is going great. Two classes of 8th graders and one group of 6th grade boys. Eight kids who have never ridden now know how to grade. Tennis coach at the college introduced Cody to a grant that teaches K-12 tennis. It comes with 30 racquets and balls. More to come on that.

VII. Opportunity for Public comment

Kimberly Best- Jack Figueroa, transportation officer in Shelby, announced that we are the recipient of \$2000 grant for education. He will arrive in December to present the check during assembly.

VIII. Team CFA report

Thomas Jefferson undefeated football season. Has a real chance of winning state!

IX. Financial update

Meeting on October 30th. Benchmark goals. What is the amount we should have unencumbered funds. \$700,000. We should be north of there after the financials are complete. We should look into having a 10% surplus each year. The board will need to decide where this 10% should come from. We are shooting for 1 million in reserve. We need to budget with our mission. Multiyear budget to incorporate needs as they wear out.

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X. Director's report

Teacher Spotlight--Athletic Director Cody Jones

Good News

- Sixty-nine percent of our students in 2nd-8th grade qualified for A or A/B Honor Roll.
- Our girls and boys cross country teams both won the conference championship.
- We had a successful Core Knowledge Nighth for our 4th and 5th grade.
- As a school, we donated \$2,417.00 to the United Way. This more than doubled our donation from last year.

Enrollment

2017-2018 ADM: 381

Allowed 2018-2019 ADM: 450

Highest ADM: 411

Current ADA: 406

Grade Level	Active Enrollment	Class Sizes	Waitlist/Applications
Kindergarten	49	25/24	3
1st Grade	51	26/25	2
2nd Grade	45	23/22	2
3rd Grade	49	25/24	1
4th Grade	45	24/21	1
5th Grade	53	26/27	6
6th Grade	44	19/25	1
7th Grade	43	21/22	4
8th Grade	27	11/16	
Total	406	406	20

Withdrawn students since August 15, 2018: 7 or about 2% of the student body. Our goal is to keep withdrawals under 8% for the year.

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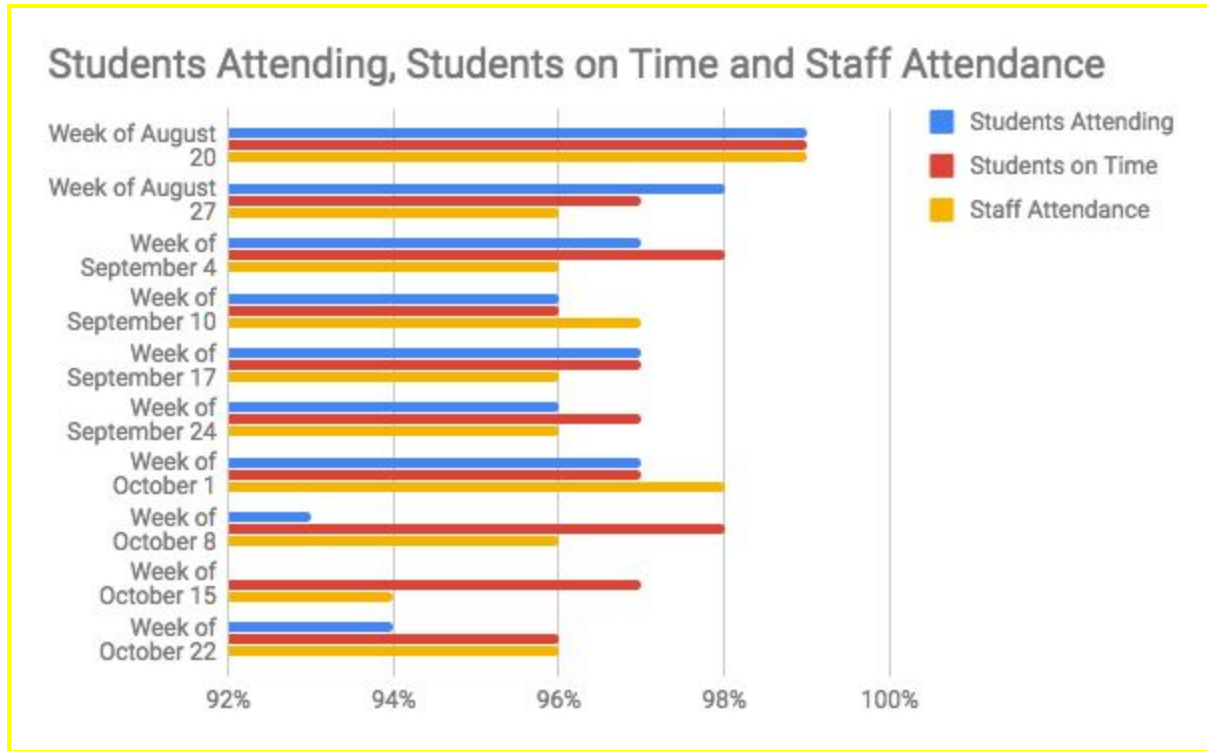
Climate and Culture

Month	% Staff Attendance	% Students Attending	% Student on Time	ODRs
October	96%	94%	97%	15
September	96%	96.5%	97%	3
August	97.5%	98.5%	98%	3

ODRs=Office Discipline Referrals

1st Quarter Data

Student and Staff Climate



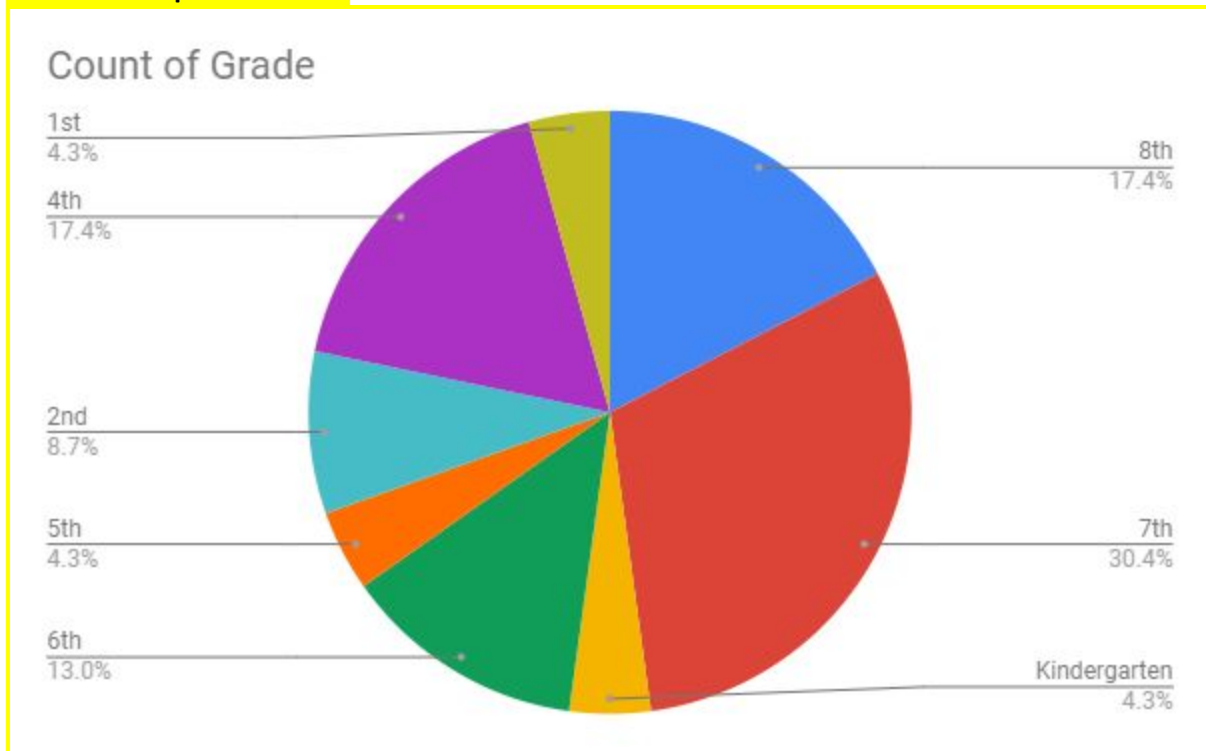
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Count of Discipline Referrals



Suspension Report

Month	In School Suspensions # students/# of days	Out of School Suspensions # students/# of days
October	1/3	0/0
September	1/1	0/0
August	0	0/0

Goals

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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
 - a. Climate data (see above)
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.

2. Staff Goals

- a. Improvement in areas of Teacher Working Conditions Survey

i. Better protection of Instructional Time

1. Addressed in 1st Quarter Culture Survey (see below)

ii. Clarification on Student Behavior Expectations

1. Addressed through PAWS and weekly reinforcement at Friday Assembly.

iii. Stronger Community Support

1. Staff meeting feedback has yielded positive results.

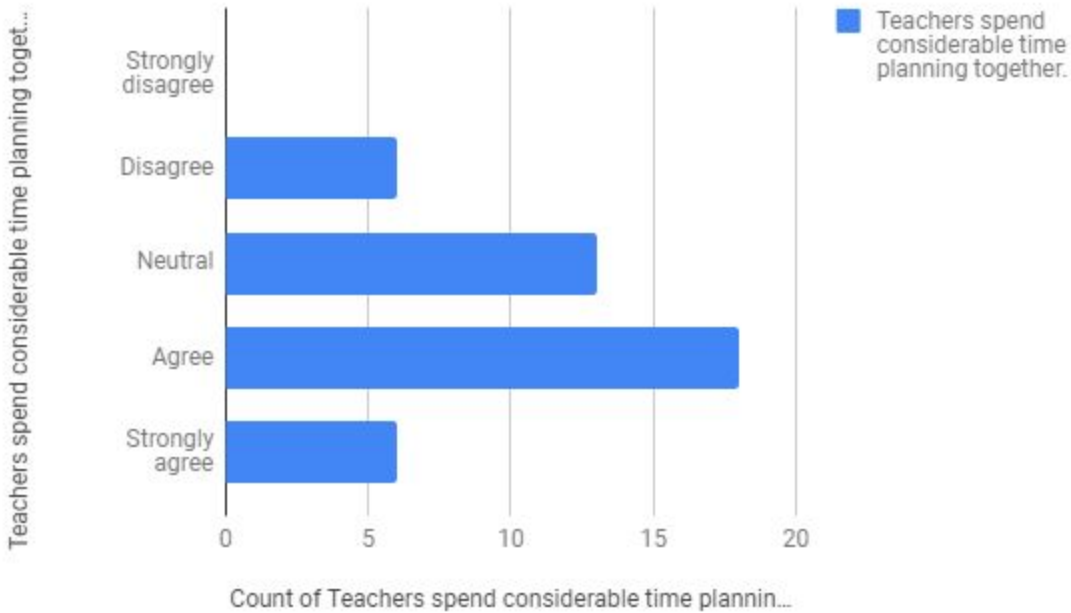
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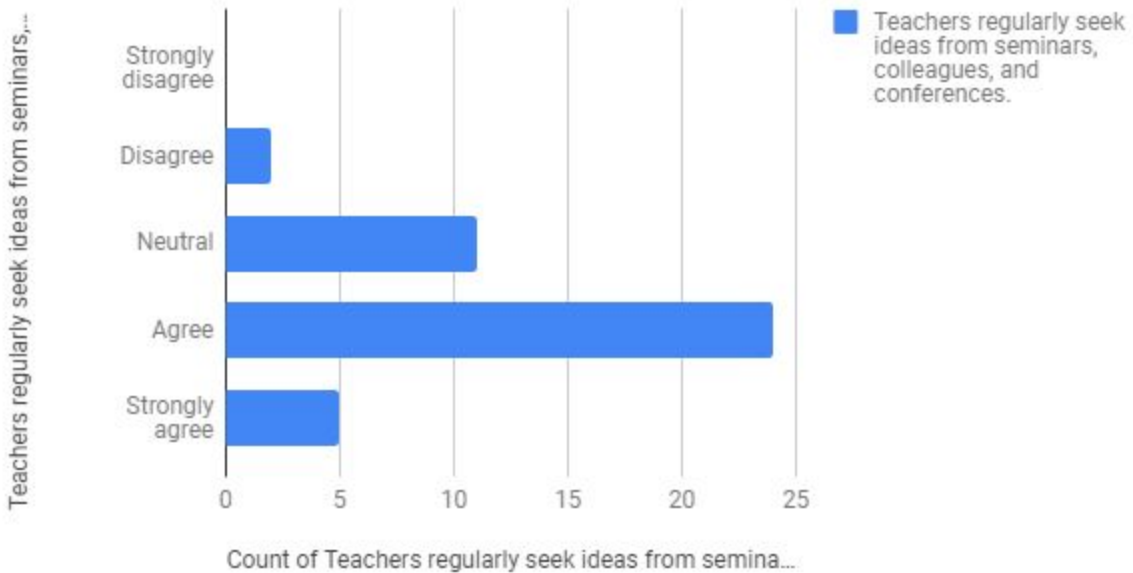
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Count of Teachers spend considerable time planning together.



Count of Teachers regularly seek ideas from seminars, colleagues, and conferences.



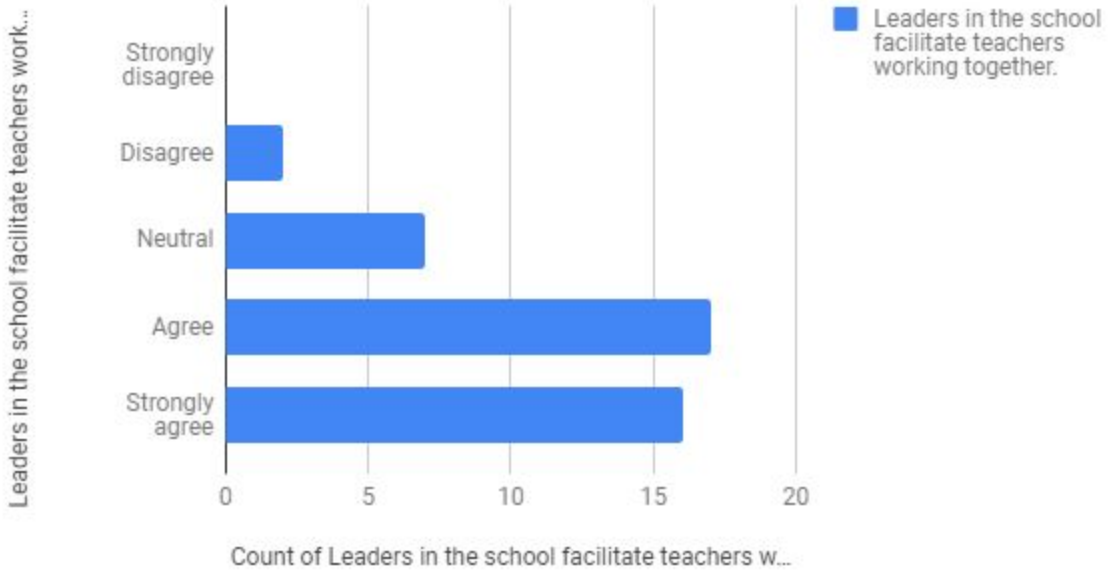
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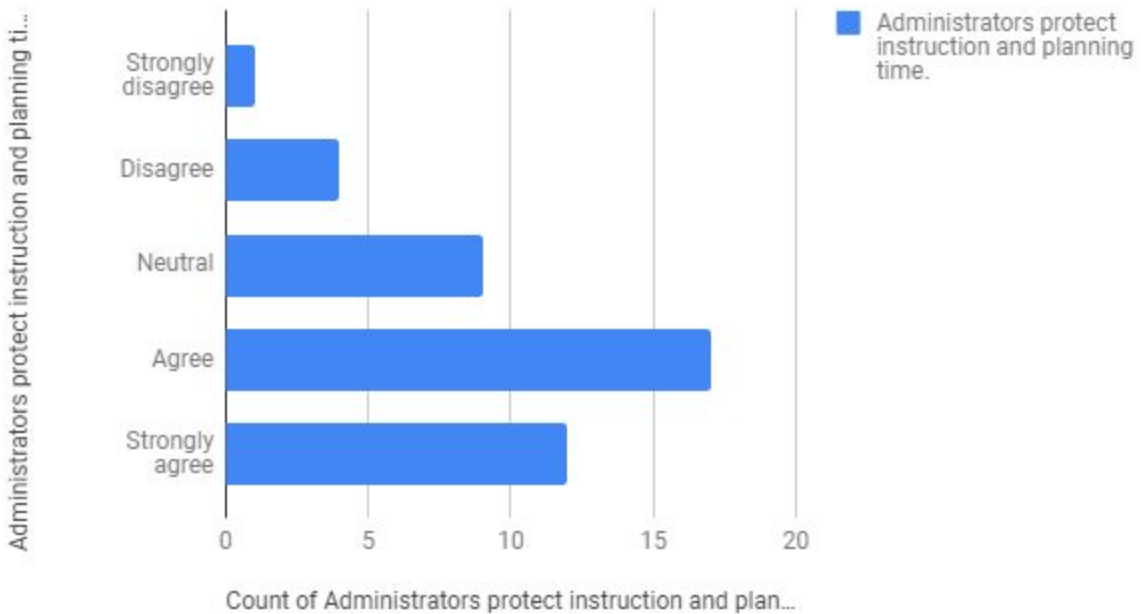
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Count of Leaders in the school facilitate teachers working together.



Count of Administrators protect instruction and planning time.



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Notable Student Experiences--Kimberly Best, Dean of Students

K-2 Fire Truck Visit during National Fire Safety Week

K-2 Celebrated the 50th Day of school

6th - 8th Grades participated in a presentation by DeMarco

School Wide Honor Roll assembly

School Wide - Red Ribbon Week - Shade out drugs, Sock it to drugs, Scare away drugs, Team up against drugs, Be a "jean"us against drugs.

K-2 Trick or Treat at Accordius

2nd grade participated in a mock election while studying the history of democracy in their Ancient Greek Core Knowledge unit.

4th & 5th grade Core Knowledge Night - 4th grade presented their castle projects for their Medieval unit and 5th grade presented Poetry

We awarded our "Brag Bone" to the Black Positive Peer Pack. The Black Pack received over 270 tickets for the previous month for showing that they know how to be "The Lead Pack"

Academics

92% of our students in grades 2-8 passed all courses.

MAP Reports

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

Attract, Retain, and Grow Excellent Teachers and Staff Members

Personnel

Resignations--1

Hirings--1 (Reading and Math Interventionist--Caroleen Hodge)

We are currently putting a staff team together to attend teacher recruitment fairs.

In next month's report, I will give updates on licensure status.

Compliance and DPI Oversight

- We had a successful Title 1 Cross Consolidated Monitoring visit on November 1. We were in compliance in all areas.

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Briefings

- Please review budget requests, staff bonus, and staff school culture results.

X. Committee Reports

- Facilities

Lee Burgess is not here. Black and white master plan review- Motion to approve \$1000 for an architect to review building. Facilities budget will supply the money. Julie Gaston makes a motion to approve the money and Mark Campanini and Coty suggests it comes from miscellaneous contracts.

- Development (Fundraising and Public Outreach)

New date for Annual Event- 5-11-19

Lumberyard- cornhole tournament with silent auction

- Long Range Planning and Visioning

Workshop planned for January. Cody to put a plan together for committees.

- Governance (Board Development)

Check Navigate complete module 1. Dedicate a portion of each meeting to this. Rolled out the fall staff survey.

1	Teacher Assistant Salaries	2 part-time assistants in grades 5th-7th, 1-1 for EC in kindergarten	Maintain lower class ratios and support academics	\$35,000.00					
2	Facilities	Cameras	Increase Security	\$7,500.00					
3	Facilities	Door Buzzers	Increase Security	\$5,000.00					
4	Facilities	Shade Structures	Shade Needed	\$10,000.00					
5	Facilities	Metal Picnic Tables	Wooden Ones Wear Out	\$10,000.00					
6	Instructional Supplies	Furniture	We do not have a furniture line	\$5,000.00					
7	8th Grade Activities	Field Trip	We are planning an overnight trip. This will be reimbursed.	\$10,125.00					
8	8th Grade Activities	Graduation Funds	Nothing allotted	\$2,000.00					

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9	8th Grade Activities	School Gift	Nothing allotted	\$3,000.00				
10	Administrative Services and Supplies	Lotterease	Support our March Lottery Process	\$6,000.00				
11	Administrative Services and Supplies	Advertising	Digital Video Advertising	\$5,000.00				
12	Administrative Services and Supplies	Gaggle	Monitors student work and electronic communication	\$3,000.00				
13	Salary	Bonus	End of Year Bonus	\$63,600.00				

1. Amy Hertz seconds- Mark Campanini- approved
2. Number 2 + 3 are combined. Amy Hertz makes a motion to approve, Mark Campanini seconds, note that there are 4 in favor and Coty Ferguson opposed- motion approved.
3. Julie Gaston makes a motion to approve, Mark Campanini seconds, 4 in favor and Cody Ferguson opposed- motion approved.
4. Mark Campanini makes a motion to approve, Amy Hertz seconds- Coty Ferguson opposes and 4 are in favor- approved.
5. Unanimous vote to approve, Amy Hertz makes a motion, Mark Campanini seconds- approved.
6. Unanimous vote to approve, Coty Ferguson makes a motion, Amy Hertz seconds- approved.
7. Unanimous vote to approve, Coty Ferguson makes a motion, Amy Hertz seconds- approved.
8. All 8th grade requests- unanimous vote to approve, Julie Gaston makes a motion, Coty Ferguson seconds- approved.
9. 8th grade
10. Unanimous vote to approve, Amy Hertz makes a motion, Coty Ferguson seconds- approved.
11. Unanimous vote to approve, Julie Gaston makes a motion, Amy Hertz seconds- approved.
12. Unanimous vote to approve, Amy Hertz makes a motion, Julie Gaston seconds- approved.
13. Unanimous vote to approve, Amy Hertz makes a motion, Mark Campanini seconds- approved.

Cody Ferguson makes a motion to adjourn, Jim Bishop seconds.

XII. Adjourn at 6:15pm