



Brevard Academy

Board Meeting

Work/Training Session and Regular Meeting

Published on May 14, 2025 at 2:17 PM EDT

Amended on May 21, 2025 at 2:19 PM EDT

Date and Time

Wednesday May 21, 2025 at 5:00 PM EDT

Location

Brevard Academy Gym

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. Actively Engage Stakeholders to Strengthen and Enrich Our Communities
3. Recruit, Hire and Retain Highly Effective Personnel

- 4. Use Resources Effectively and Be Fiscally Responsible
- 5. Provide Effective and Innovative Learning Environments

Agenda

	Purpose	Presenter	Time
I. Work Session			5:00 PM
A. Work Session Summer Planning and Topics	Discuss	Ted Duncan	30 m
II. Opening Items			5:30 PM
A. Call the Meeting to Order		Mark Campanini	1 m
B. Record Attendance		Jennifer Silva	1 m
C. Approve Meeting Agenda	Vote	Mark Campanini	1 m
D. Approve Minutes Approve minutes for Board Meeting on April 23, 2025	Approve Minutes	Jennifer Silva	1 m
E. Pledge of Allegiance		Mark Campanini	1 m
III. Regular Meeting Business			5:35 PM
A. Student Spotlight Spring Sports Champions • Tennis • Girls Soccer Graduating 8th Graders	FYI	Ted Duncan	15 m
B. Staff Highlights End of Year Staff Honors • Teacher of the Year--Chad Campbell • Instructional Assistant of the Year--Ashley Baugher	FYI	Ted Duncan	5 m

	Purpose	Presenter	Time
<ul style="list-style-type: none"> • Beginning Teacher of the Year--Sarah Hersee • Rookie of the Year--Sarah Hersee 			
C. Good News	FYI	Ted Duncan	5 m
<ul style="list-style-type: none"> • Jennie VanDyke won our staff Golden Leaf. • Spring Champions • Upcoming Summer Conference Presenters • Finding Nemo Success • Democracy Project • PTO has a full slate of officers 			
D. Opportunity for Public Comment	FYI	Mark Campanini	10 m
<p>To be recognized by the Chair, an individual needs only to sign in (5 minutes) prior to the meeting being called to order. Each speaker is allowed three minutes unless otherwise specified by the Chair (individuals shall not yield minutes to other individuals). You may supplement or submit public comments electronically or handwritten to the School Director or Board Chair.</p>			

Please note that it is a violation of law to discuss personnel and private matters in a public meeting. It is also a violation of law to make slanderous remarks or to cast false accusations in a public meeting.

IV. Committee Reports 6:10 PM

A. Finance	FYI	Paul Cooper	5 m
B. Governance and Policy	FYI	Abe Pallas	5 m
<ul style="list-style-type: none"> • Committee Report • Revision of Employee Pay Policy • AI Policy--1st Read 			
C. Development/Fundraising	FYI	Jennifer Silva	5 m
D. Long-Range Planning	FYI	Jamie Atkinson	10 m
Summer Retreat Training and Planning			
E. Academic Excellence Update	FYI	Abe Pallas	5 m

	Purpose	Presenter	Time
F. Facilities	FYI	Tyree Griffin	5 m
Peace Pole Installation-- Information on Rotary Peace Poles			
V. Director Report			6:45 PM
A. Director Report	FYI	Ted Duncan	10 m
<ul style="list-style-type: none"> • Director Report • All BT observations and summary evaluations have been completed. • All Instructional Staff evaluations are in process. 			
B. Important Upcoming Dates	FYI	Ted Duncan	1 m
Important End-of-Year Dates			
May			
<ul style="list-style-type: none"> • 23--Science EOG 5th and 8th Grade • 26--Memorial Day, No School • 27--Reading EOG, 3rd-8th Grade • 30--Math EOG, 3rd-8th Grade 			
June			
<ul style="list-style-type: none"> • 2--Field Day • 2--8th Grade S'more Send Off • 3--8th Grade Graduation, 6:00-7:30 pm • 4--Kindergarten Graduation, 10:00-11:00 am • 5--1st-7th Grade Awards Assembly, 9:30-11:00 am • 5--Last Day of School 			
VI. Items for Board Approval			6:56 PM
These items will require Board Action.			
A. Committee Consent Items	Vote	Mark Campanini	10 m
<ol style="list-style-type: none"> 1. Facilities <ol style="list-style-type: none"> 1. Secure Modular Bids for the USDA to complete the STEM Building 2. Finance 			

	Purpose	Presenter	Time
1. New Bus Purchase and Athletic Vans Purchase			
2. Insurance Renewal			
3. Budget for 2025-2026			
4. Modular Swing Building Lease			
3. Policy			
1. Revision of Employee Pay Policy			
4. Director Requests			
1. Newly Hired Staff			
1. Elementary Teacher--Sophia Gamache			
2. Occupational Therapist--Melissa LeViner			
3. Music Teacher--Chelsey Montgomery			
VII. Other Business			7:06 PM
A. Announcement of Next Meeting	FYI	Mark Campanini	1 m
VIII. Closing Items			7:07 PM
A. Adjourn Meeting	Vote	Jamie Atkinson	1 m

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Coversheet

Approve Minutes

Section: II. Opening Items
Item: D. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board Meeting on April 23, 2025

APPROVED



Brevard Academy

Minutes

Board Meeting

Work/Training Session and Regular Meeting

Date and Time

Wednesday April 23, 2025 at 5:00 PM

Location

Brevard Academy Music Room

Mission:

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1. Ensure Academic Success for Every Student
2. Actively Engage Stakeholders to Strengthen and Enrich Our Communities
3. Recruit, Hire and Retain Highly Effective Personnel
4. Use Resources Effectively and Be Fiscally Responsible

5. Provide Effective and Innovative Learning Environments

Directors Present

Abe Pallas, Brandon Smith, Jamie Atkinson, Mark Franklin, Paul Cooper, Tyree Griffin

Directors Absent

Jennifer Silva, Mark Campanini

Ex Officio Members Present

Ted Duncan

Non Voting Members Present

Ted Duncan

Guests Present

Ali Liubenov

I. Closed Session

A. Call the Meeting to Order

Jamie Atkinson called a meeting of the board of directors of Brevard Academy to order on Wednesday Apr 23, 2025 at 5:03 PM.

B. Record Attendance

C. Fundraising Contract Engagement

There was discussion on contract engagement.

II. Opening Items

A. Approve Meeting Agenda

Abe Pallas made a motion to Approve Meeting agenda.

Brandon Smith seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Approve Minutes

Abe Pallas made a motion to approve the minutes from Board Meeting on 03-12-25.

Tyree Griffin seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Pledge of Allegiance

6th graders - Annie Wooldridge and Logan Tofil

III. Regular Meeting Business

A. Student Spotlight

6th Grade went on the Earthshine Field Trip. Annie Wooldridge and Logan Tofil came to speak about the trip. It was focused on teamwork and breaking students into new groups rather than their usual friend groups.

7th Grade went to Charleston - Olivia Ellis and Ayla Campbell enjoyed the caverns and the battleships.

8th Graders went to DC - Ella Wilde and Aiden Basting enjoyed the monuments, memorials, and changing of the guards. Really loved getting immersed in the history.

B. Staff Highlights

Amber Wolfe - Spring Benchmark Data Overview

62% showing proficiency in Math, still pushing with instruction and projected to show 68% or higher proficiency

71% showing proficiency in Reading, projected proficiency is 68% or higher as well

What do we do with these numbers? We are still taking action in the classroom.

1. Continuing with the curriculum and pacing of it. Standards already taught, and benchmark data
2. Spiral reviews - reviewing previous lessons for 5-10 minutes
3. Cross-curricular support - how to plug in verbiage into other classes as well for extra practice
4. Targeted Domains and NC Standards - Teach to the standards that the state have said we need for success, pulling resources, etc.
5. EOG Format and Tools Confidence - how to use calculators and what the test may look like
6. Test Taking and Anxiety Management Strategies - celebrate how much they learned, take a walk before the test, feed students breakfast, here are some strategies for students with anxiety.

C. Good News

Emily Page won the Golden Leaf

All middle school spring trips were successful
We are filming a promotional video for counseling program
Great response for teacher vacancies
Staff will present at NC Charter School Conference
Summer feeding site for TCS
Offering a variety of sports camps this summer

D. Opportunity for Public Comment

None

IV. Committee Reports

A. Finance

Charter Success has projected a budget analysis with a surplus of around \$100,000 after some tweaks have been made with salaries, benefits, etc.

USDA update - another change and transition. Industry has changed dramatically, we may need to go to a modular building approach. It could be about 1/3 of the cost for the original cost. 2 modular companies will give quotes at the end of the week. Could lease the building for a couple years then purchase outright, or just purchase outright.

Encumbered funds action items - swing building and possibly a new bus.

B. Governance and Policy

Reviewing new item about AI - still a lot of discussion about this, so not ready to present
Honor Roll

Recess as Instructional Time for Middle School

Performance Framework

Report with DPI for Charter School Renewal - meeting all benchmarks to maintain

C. Development/Fundraising

Skipped because Jen Silva is absent

D. Long-Range Planning

Looking for summer dates to meet, and we need to fill Mark Campanini's position.

E. Academic Excellence Update

Not much to add after Amber Wolfe's presentation

F. Facilities

Dedication plaque for the stage for Mr. A

Scenario of moving 3-5th grade playground for the modular building

Mr. Campbell moving to Outdoor Ed teacher
FEMA - projected \$48,000 for soccer field repair, K-2 playground, and fence
Getting quotes for mitigation, French drains, turf field for soccer, pavement, sidewalks and drains for less water pooling (\$50,000),

V. Director Report

A. Director Report

Enrollment
Application Snapshot - more anticipated openings and applications with a healthy waitlist
Staff and Student Attendance is close to 95% in all areas
Discipline Report - most are not resulting in ISS or OSS, this way it does not take away from instructional time

B. Important Upcoming Dates

May 14 is scheduled for Democracy Project Celebration, so we had to move Musical Theatre performance to May 13

VI. Items for Board Approval

A. Committee Consent Items

Paul Cooper made a motion to Approve wording of Dedication to Mr. A.
Brandon Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.
Abe Pallas made a motion to Approve the Honor Roll and Recess as Instructional Time policies.
Tyree Griffin seconded the motion.
The board **VOTED** unanimously to approve the motion.
Abe Pallas made a motion to Approve Director Requests - Last Day of School 1:00pm dismissal - EOG Retesting plan - New Hire of Thomas Watchler as 7/8th Grade Math Teacher.
Mark Franklin seconded the motion.
The board **VOTED** unanimously to approve the motion.
Paul Cooper made a motion to Finance - add bus and swing building to encumbered funds.
Brandon Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Other Business

A. Announcement of Next Meeting

May 21, 2025

VIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:45 PM.

Respectfully Submitted,
Paul Cooper

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Coversheet

Finance

Section: IV. Committee Reports
Item: A. Finance
Purpose: FYI
Submitted by:
Related Material: PROD_ Cash Board (9).pdf
03_BOARD_REPORT_2025_04_BREVARD_ACADEMY_20250513.pdf

May 13, 2025

PROD: Cash Board

Controls
& Filters

School Name contains BREVARD ACADEMY
Month, Year contains April, 2025
Comparative School Size (Click to Select) is Small

PROD: Cash Board

The Cash Board

Select School

BREVARD ACADEMY
▼

Select Period

April, 2025
▼

Comparative School Size (Click to Select)

All
Small
Medium
Large

Your School Size: Medium

Cash On Hand as of selected m...
577.27K_{Comp AVG}

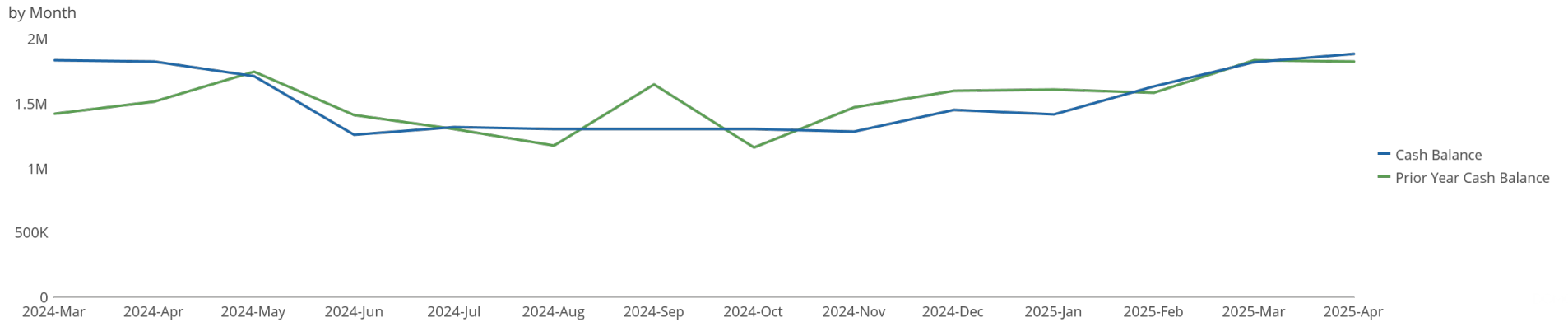
1.89M

Days Cash on Hand as of select...
65_{Comp AVG}

117.8

School Size Breakdown: *Small:* 0-400 ADM | *Medium:* 401-800 ADM | *Large:* 801+ ADM

Cash Balance Year over Year

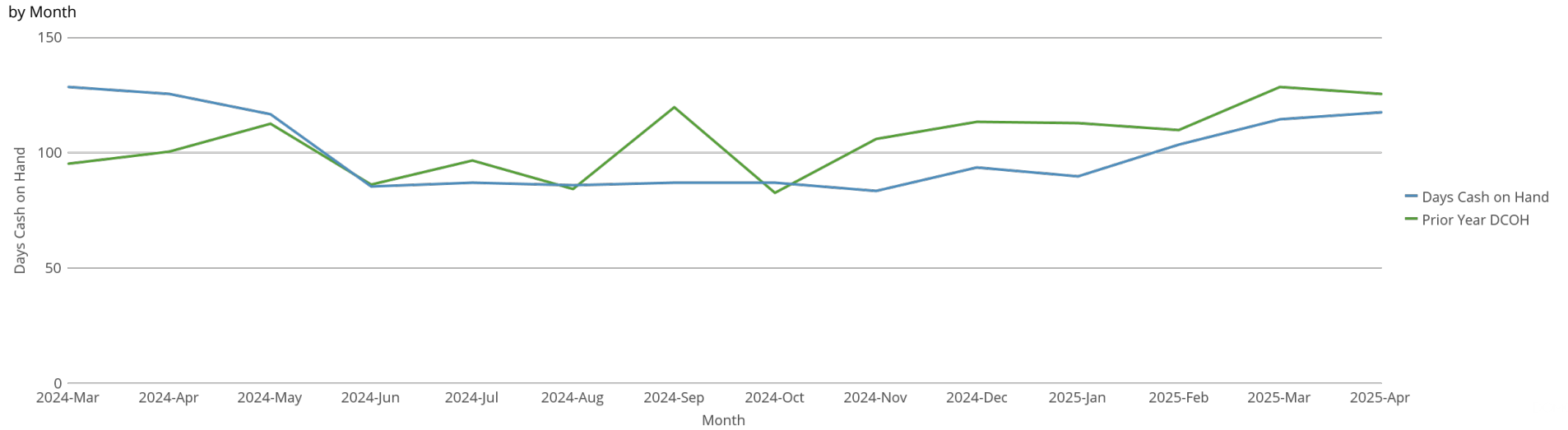


Controls & Filters

School Name contains BREVARD ACADEMY
 Month, Year contains April, 2025
 Comparative School Size (Click to Select) is Small

PROD: Cash Board

Days Cash on Hand



*Days cash on Hand is calculated using the either the projected EOY expenses if tracked through Insights or the annual budgeted expenses.

Disclaimer: This data is based solely on information recorded in LINQ and may differ from information included in your financial statement audit. This data should be used for discussion purposes, but not relied upon solely for compliance with NC DPI, loan covenants, or other official requirements based on audited financial statement data.

Controls & Filters

School Name contains BREVARD ACADEMY



BREVARD ACADEMY Budget Analysis Report (Reconciled)

Fiscal Year: 2025 - April

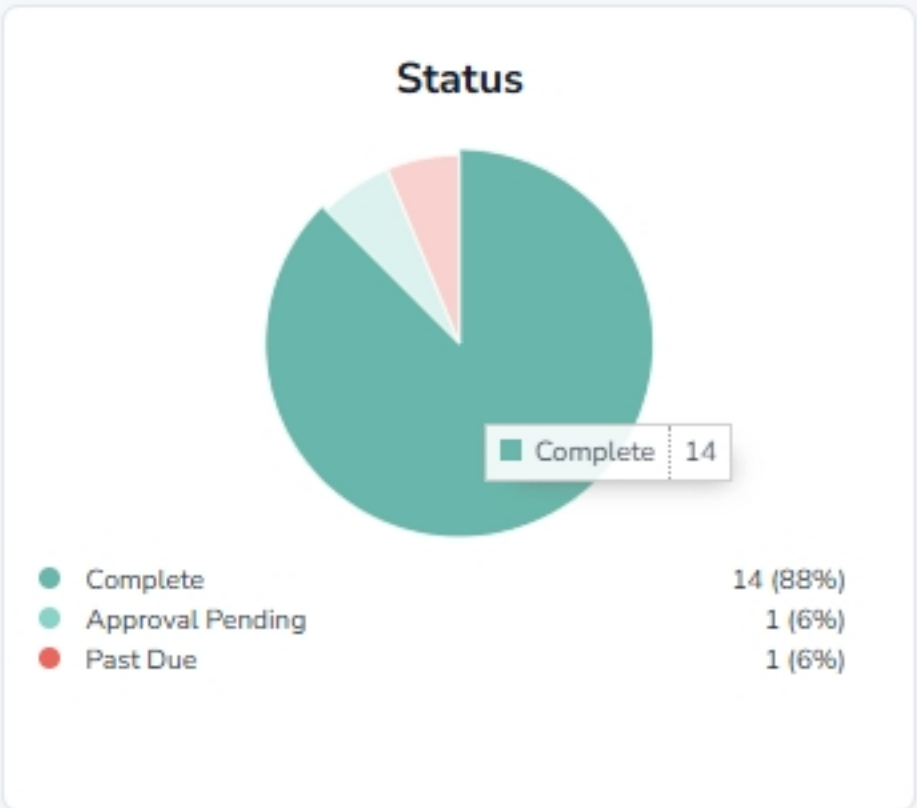
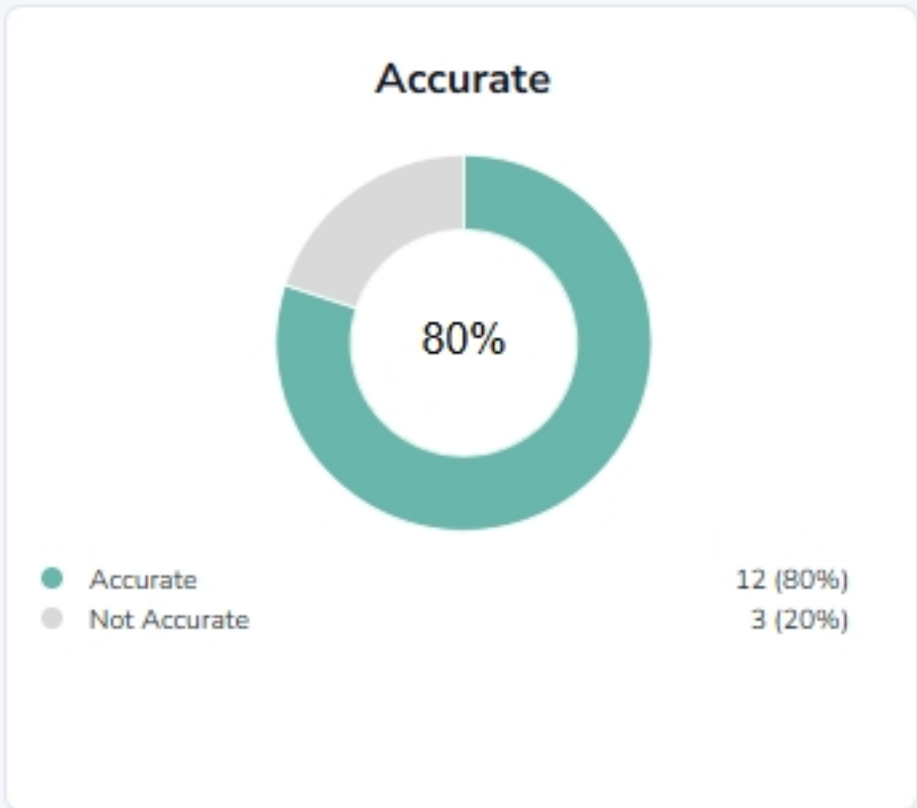
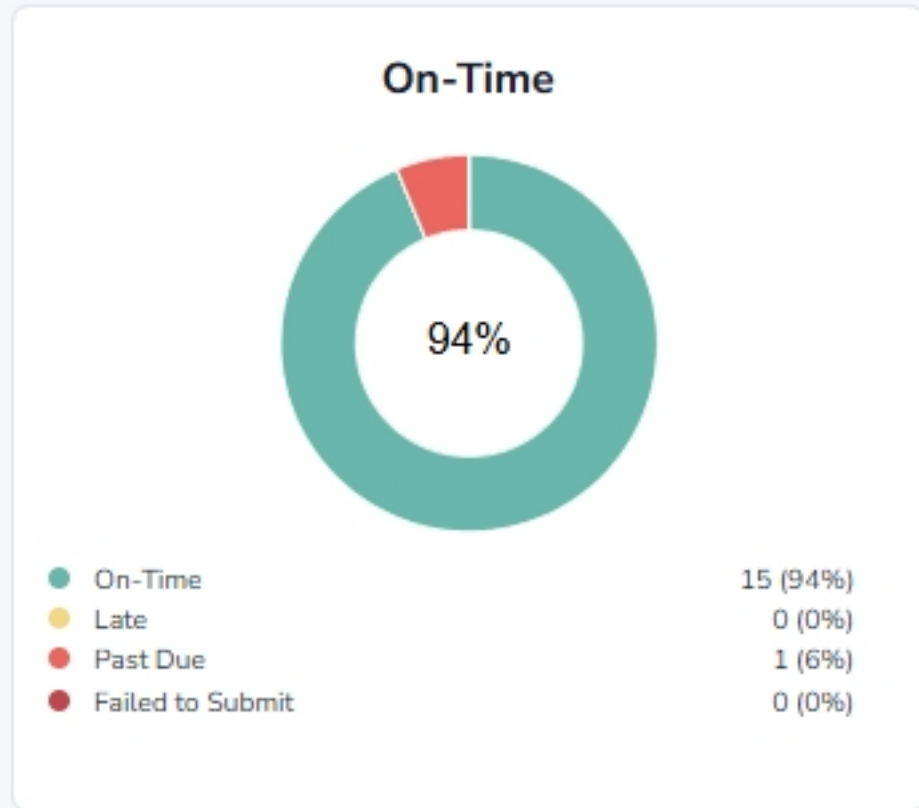
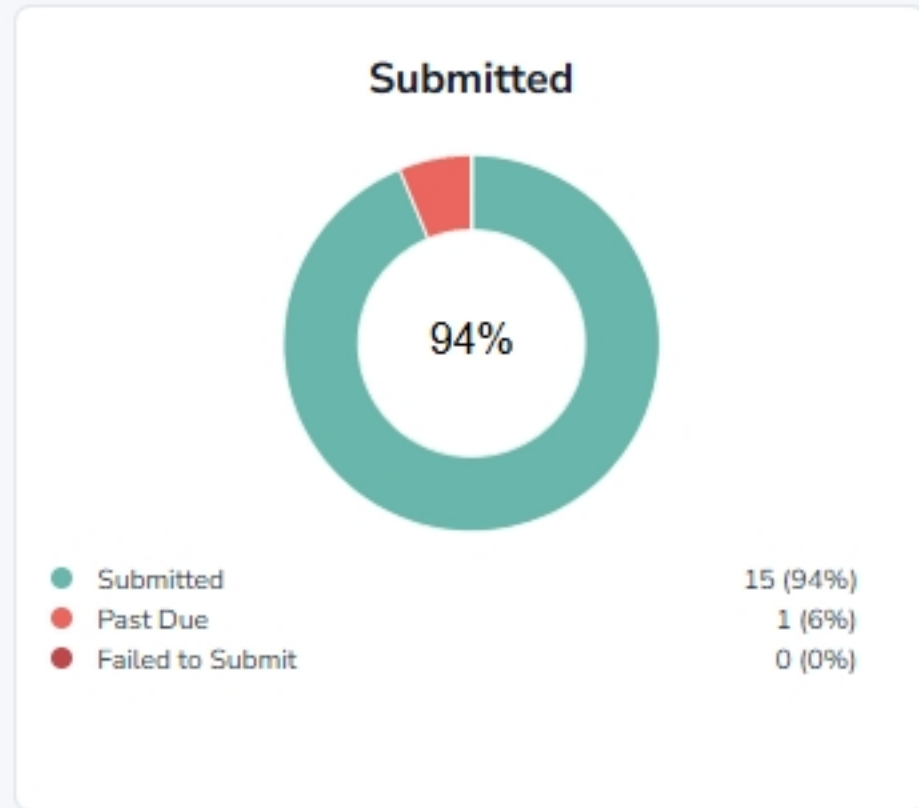
Account	Budget	Prior Month Activity	Period Activity	YTD Activity	Remaining Budget	Prior Month EOY Projection	EOY Projection
Revenues							
▶ State Revenue	3,908,377.00	352,494.84	265,019.43	3,697,057.53	211,319.47	3,808,865.06	3,808,865.06
▶ Local Revenue	1,698,990.64	181,313.19	157,442.31	1,094,739.51	604,251.13	1,819,933.37	1,793,103.59
▶ Federal Revenue	180,703.39	6,903.46	103,456.00	168,627.39	12,076.00	196,469.69	192,160.69
▶ Before and After School Revenue	50,063.00	5,767.50	3,428.50	42,290.50	7,772.50	44,309.50	48,718.50
▶ Athletics Revenue	12,200.00	2,802.39	0.00	17,477.57	-5,277.57	17,477.57	17,477.57
▶ Band/Music Revenue	5,500.00	200.00	0.00	200.00	5,300.00	5,500.00	1,200.00
▶ School Activities Revenue	10,630.80	820.32	157.20	11,707.51	-1,076.71	16,591.59	16,748.79
▶ Field Trip Revenue	29,641.00	2,559.55	212.00	15,108.55	14,532.45	32,567.00	32,627.00
Revenues	5,896,105.83	552,861.25	529,715.44	5,047,208.56	848,897.27	5,941,713.78	5,910,901.20

Account	Budget	Prior Month Activity	Period Activity	YTD Activity	Remaining Budget	Prior Month EOY Projection	EOY Projection
Expenses							
▶ Salaries and Bonuses	2,740,705.50	219,891.23	243,111.06	2,266,243.98	474,461.52	2,736,972.81	2,746,515.51
▶ Benefits	1,285,168.56	30,062.16	95,679.59	911,428.23	373,740.33	1,205,246.71	1,201,577.38
▶ Books and Supplies	97,700.00	-7,742.69	4,574.68	85,463.16	12,236.84	106,337.27	94,931.41
▶ Athletics	24,907.82	3,633.12	1,333.80	25,541.19	-633.37	29,752.78	28,749.80
▶ Office Supplies	46,500.00	3,850.56	1,528.77	41,994.20	4,505.80	45,217.45	45,217.45
▶ Technology	95,500.00	11,922.50	31,987.44	81,460.40	14,039.60	97,631.96	112,619.40
▶ Equipment and Leases	30,400.00	3,912.54	-12,012.54	25,867.68	4,532.32	46,663.59	30,400.00
▶ Contracted Student Services	114,500.00	15,062.50	11,490.00	107,860.00	6,640.00	127,250.00	116,070.00
▶ Staff Development	48,209.07	6,702.83	5,726.87	47,810.68	398.39	64,622.88	66,884.64
▶ Administrative Services	266,110.00	16,167.47	24,367.93	319,692.40	-53,582.40	330,410.60	373,978.10
▶ Insurances	60,175.40	2,135.75	0.00	51,828.75	8,346.65	60,175.40	60,175.40
▶ Rents & Debt Service	312,223.00	542.98	504.98	30,943.94	281,279.06	330,400.96	330,905.94
▶ Facilities Building	96,500.00	13,378.14	27,719.56	153,034.97	-56,534.97	170,470.46	190,465.87
▶ Facilities Grounds	26,479.49	0.00	1,219.80	17,534.80	8,944.69	26,479.49	22,000.00
▶ Utilities	64,000.00	6,671.21	5,802.46	60,932.59	3,067.41	64,907.38	65,899.92
▶ Nutrition & Food	69,500.00	11,097.88	8,439.51	77,619.79	-8,119.79	76,400.83	84,665.07
▶ Transportation & Travel	46,000.00	3,103.45	2,767.77	166,074.02	-120,074.02	185,046.00	185,046.00
▶ Before & After Care Program	18,500.00	1,305.51	1,137.22	10,275.80	8,224.20	19,340.87	12,072.22
▶ School Activities Expenses	11,750.00	0.00	0.00	13,168.89	-1,418.89	17,668.89	17,668.89
▶ Field Trip Expenses	34,222.29	2,435.39	1,952.83	31,062.81	3,159.48	36,680.83	38,177.36
▶ Fundraising Expenses	7,000.00	2,331.58	631.80	6,353.07	646.93	11,221.27	11,557.53
▶ Federal Grant Expenses	3,382.69	2,500.00	0.00	8,360.76	-4,978.07	11,743.45	11,743.45
Expenses	5,499,433.82	348,964.11	457,963.53	4,540,552.11	958,881.71	5,800,641.88	5,847,321.34
Surplus/(DEFICIT)	396,672.01	203,897.14	71,751.91	506,656.45	-109,984.44	141,071.90	63,579.86

Coversheet

Governance and Policy

Section: IV. Committee Reports
Item: B. Governance and Policy
Purpose: FYI
Submitted by:
Related Material: Epicenter May 2025.png
Draft AI Policy for SIT Review (1).docx
Epicenter Compliance 2025-05-13 145238.png



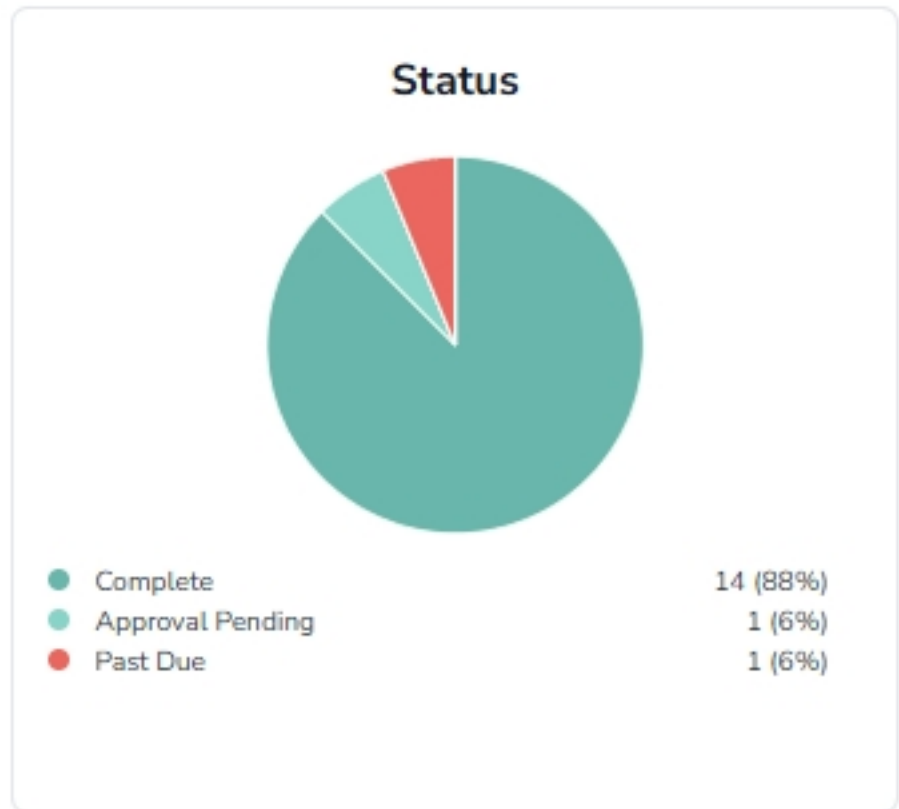
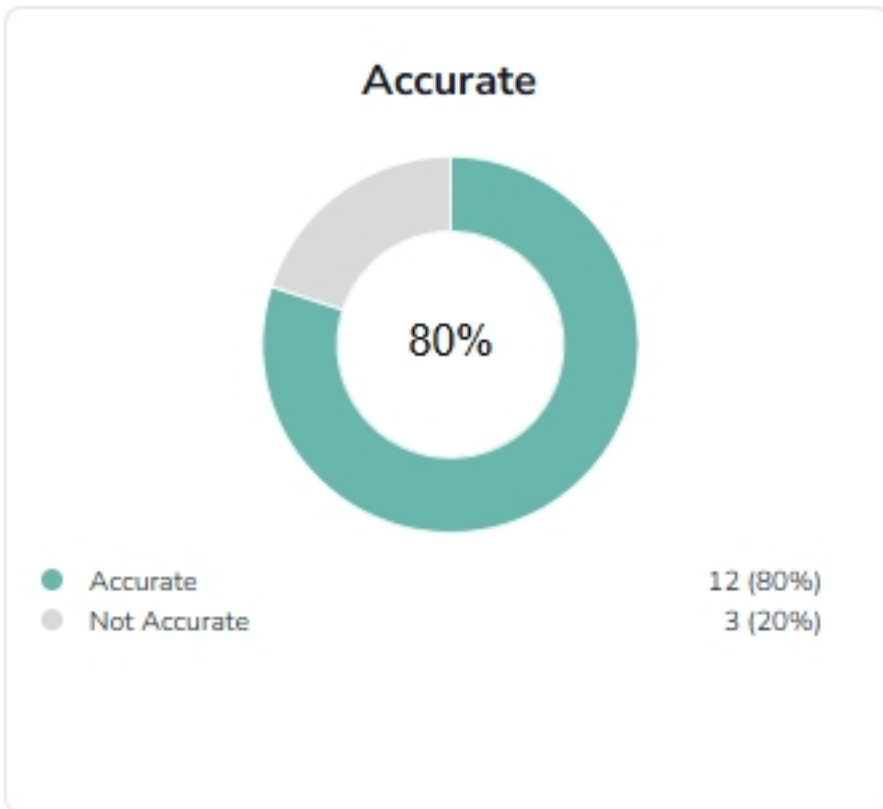
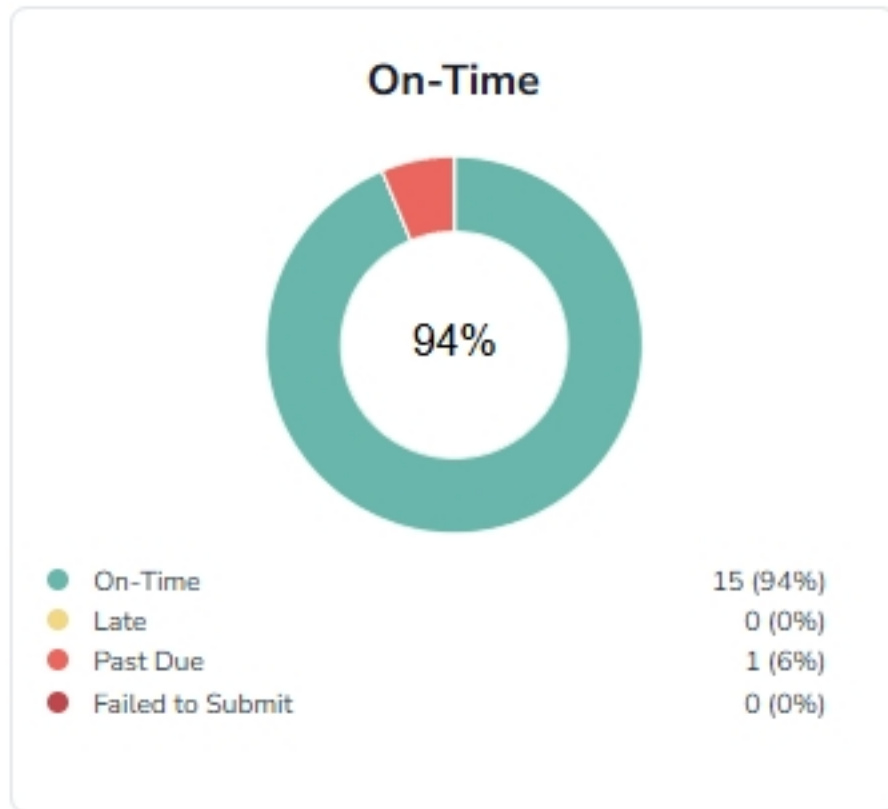
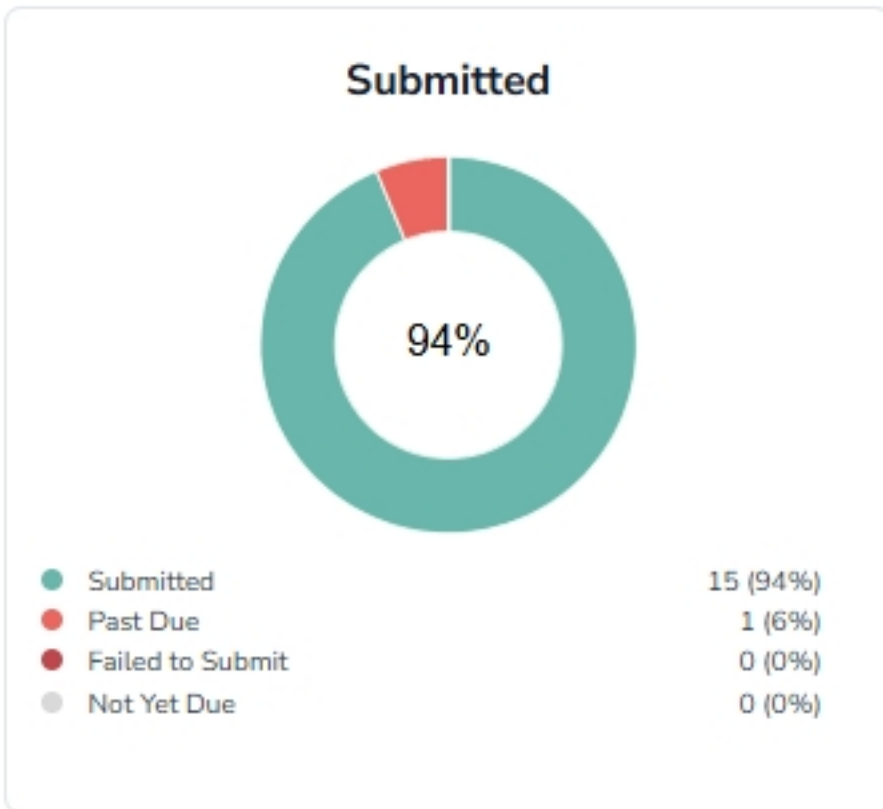
Items 1-1 of 1



Brevard Academy: A Challenge Foundation Academy (88A)

School

Non-compliant



INTRODUCTION

This policy outlines Brevard Academy's approach to the responsible implementation of generative artificial intelligence (AI) tools. As AI becomes increasingly integrated into everyday life and education, it is essential that we establish clear expectations, promote AI literacy, and prioritize ethical, safe, and equitable use for all students and staff. This policy follows guidance provided by the North Carolina Department of Public Instruction (NCDPI).

I. LEADERSHIP & VISION

Our school supports the responsible integration of generative AI tools as a way to enhance teaching, learning, and efficiency, while ensuring human oversight and creativity remain central.

- We view AI as a thought partner, enhancing human effort—not replacing it.
- Overall reliance on these tools can hinder the development of critical skills such as writing, critical thinking, and problem-solving.
- Our goal is to ensure equity of access, reduce the digital divide, and promote digital citizenship.
- Stakeholders including staff, families, and students will be involved in ongoing policy review.

II. ACCEPTABLE USE GUIDELINES

AI tools may be used to enhance planning, differentiation, and student learning when used responsibly. This section defines what is acceptable and what is not.

Appropriate AI Use:

- Teachers: Generating lesson plans, rubrics, communication drafts, and student accommodations.
 - The school will maintain a list of appropriate AI tools for staff use.
- Students (grades 6–8): Brainstorming, studying, revising, or collaborating—with teacher approval.
 - The school will maintain a list of appropriate AI tools for student use.

[Student AI Usage Scale - Vera Cubero \(NCDPI\)](#)

[AI Guide for Students - AI for Education](#)

- AI Use Should Align with Academic Integrity: Any unauthorized use of AI outside of specified guidelines violates academic integrity, especially in assignments categorized as AI-Free or limited to AI-Assisted planning tasks only.
- Student Oversight and Responsibility: When students use AI to enhance their work, they are responsible for providing human oversight and evaluating the accuracy, fairness, and originality of all AI-generated content.
- Disclosure and Evidence Required for AI Use: At all levels where AI is permitted (AI-Assisted, AI-Enhanced, and AI-Empowered), students should submit a disclosure statement detailing how AI was used, and be prepared to provide links, screenshots, or transcripts as evidence of all AI prompting and interactions.

Citation of AI Tools: When AI tools are used, students should be instructed to cite the tool by name, describe how it was used, and include the date it was accessed, supporting transparency and academic honesty.

[Link DPI flowchart.](#)

Inappropriate AI Use:

- Using AI to complete **entire** assignments or assessments without teacher approval.
- Submitting AI-generated content as one's own without disclosure.
- Entering personally identifiable information (PII) into AI tools.
- Using AI to create or distribute inappropriate, harmful, or misleading content.

AI use will follow grade-level and tool-specific policies in accordance with platform Terms of Service.

III. DATA PRIVACY & SECURITY

- PII (personally identifiable information) must never be entered into generative AI tools.
- Staff and students must comply with FERPA, COPPA, and school technology policies.
- Parents/guardians must be notified of any AI tool use with students and may be required to sign a permission form.

IV. PROFESSIONAL LEARNING & AI LITERACY

- Staff will receive initial and ongoing professional development aligned with the CRAFT Prompting Framework and EVERY Use Framework.

- Staff is expected to model ethical AI use, provide appropriate disclosure, and guide students in AI-supported learning.
-

V. STUDENT EDUCATION & AI LITERACY

- AI Literacy will be integrated into instruction and aligned to grade-level readiness:
 - **Grades K–5:** Focus on media literacy, ethics, coding, and problem-solving without direct use of chatbots.
 - **Grades 6–8:** Begin guided use of vetted AI tools with emphasis on bias, safety, and effective prompting.
 - Teachers will clearly communicate expectations for AI use and required disclosure on assignments.
-

VI. POLICY IMPLEMENTATION & MONITORING

- The School Improvement Team/Policy Committee will review this policy annually and or as needed every [redacted] months.
 - Feedback from staff, students, and families will inform revisions.
 - Pilot AI use will be monitored for effectiveness and alignment with instructional goals.
-

For more information, visit https://go.ncdpi.gov/AI_Guidelines.



Classifications ⁶

Entities ³

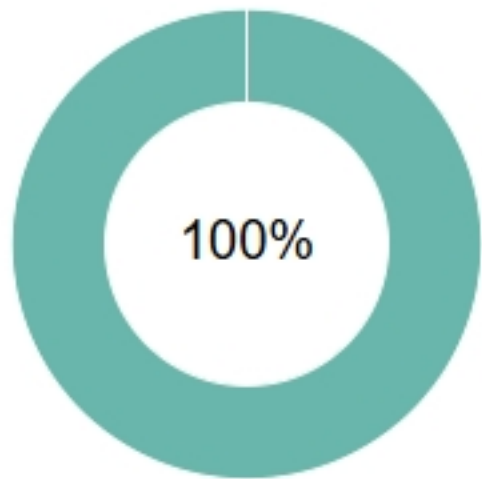
Submission Types ⁵⁸

Time Period

Sorting and Outputs

Due Dates from 7/1/2024 through Today

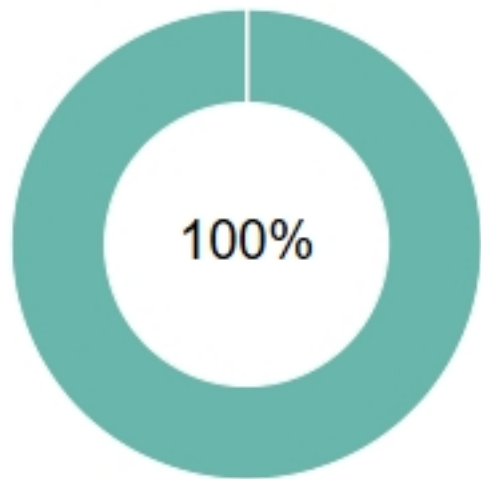
Submitted



100%

- Submitted 15 (100%)
- Past Due 0 (0%)
- Failed to Submit 0 (0%)

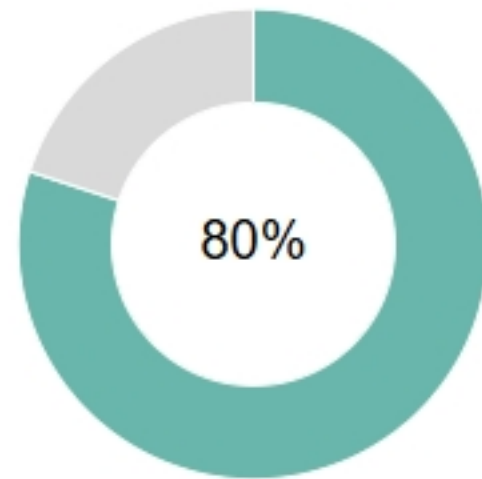
On-Time



100%

- On-Time 15 (100%)
- Late 0 (0%)
- Past Due 0 (0%)
- Failed to Submit 0 (0%)

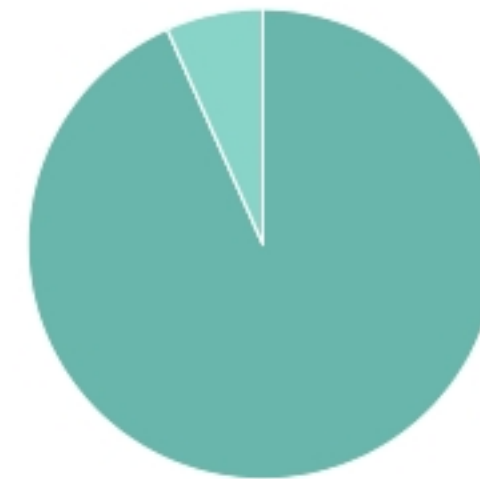
Accurate



80%

- Accurate 12 (80%)
- Not Accurate 3 (20%)

Status



- Complete 14 (93%)
- Approval Pending 1 (7%)

Items 1-1 of 1

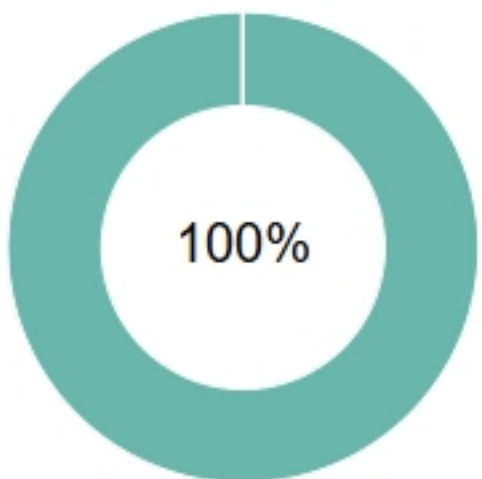


Brevard Academy: A Challenge Foundation Academy (88A)

School

Compliant

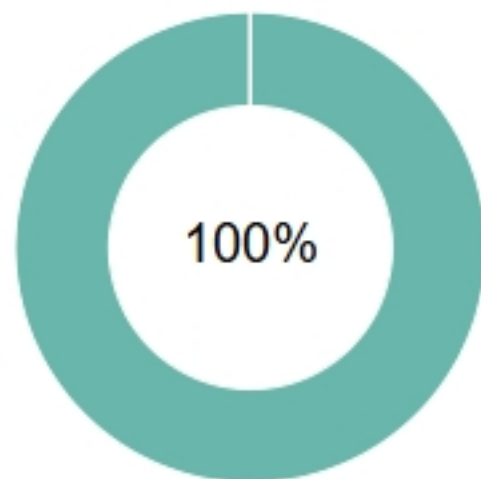
Submitted



100%

- Submitted 15 (100%)
- Past Due 0 (0%)
- Failed to Submit 0 (0%)
- Not Yet Due 0 (0%)

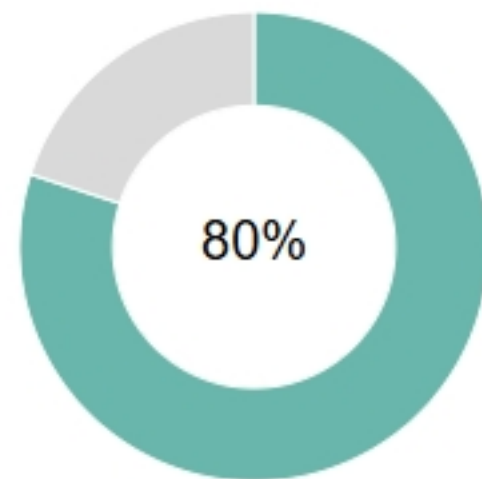
On-Time



100%

- On-Time 15 (100%)
- Late 0 (0%)
- Past Due 0 (0%)
- Failed to Submit 0 (0%)

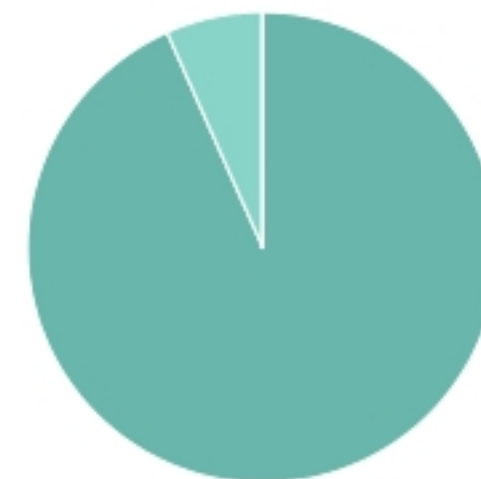
Accurate



80%

- Accurate 12 (80%)
- Not Accurate 3 (20%)

Status



- Complete 14 (93%)
- Approval Pending 1 (7%)

Coversheet







Long-Range Planning

Section: IV. Committee Reports
Item: D. Long-Range Planning
Purpose: FYI
Submitted by:
Related Material: FY24-25 Mid-Year Board Assessment.pdf

Board Assessments > FY24-25 Mid-Year Board Assessment > Recommendations

Recommendations











Based on 8 of 9 completed participants

Topics	Your Board Scored	Recommended Resources
Board Composition Board Size		How many members should the board have?
Board Composition Previous Governance Experience		What skills are needed on a charter school board?
Board Recruitment Orientation		Sample Orientation Plan
Finance Financial Policies and Procedures		Board Staff Financial Contract Finances Who Does What
Development Strategic Fund Development Plan		Keep Your Donors: Building Profitable Relationships That Last Fund Development: Basic Principles and Best Practice Choosing Your Road: Organizational development specialist or just another fundraising technician? Sample Job Description of a Chief Development Officer
Development Accountability		Sample Board Member Agreement Sample Individual Trustee Performance Expectations Sample Guilt-Free Board Member Expectations Sample Job Description for the Full Board How much time should a trustee devote to the board each month? Keep Your Donors: Building Profitable Relationships That Last How and when to evaluate individual trustees? How and when to evaluate the full board? Should all trustees be held to the same standard? What are some tips for holding board members accountable? What should we do with board members who don't do anything?









Topics






Your Board Scored Recommended Resources

<p>Development Board Training</p>		<p>Keep Your Donors: Building Profitable Relationships That Last</p>
<p>BoardSavvy Executive Director Succession Planning</p>		<p>Succession Planning Article Key Characteristics & Actions of a BoardSavvy Executive Director</p>
<p>Board Meetings Open Meeting Law Compliance</p>		<p>Tips to Comply with the Open Meeting Law What is "Open Meeting Law," and can we really be an effective board and comply with this law? Open Meeting Law Pop Quiz</p>
<p>Board Recruitment Recruitment Plan</p>		<p>Board Composition Matrix Conducting an Inventory of Your Board</p>
<p>Finance Financial Compliance</p>		<p>Board Staff Financial Contract</p>
<p>Development Philosophical Alignment</p>		<p>Riding the Horse the Way It's Going</p>
<p>Board Meetings Board Meeting Evaluation</p>		<p>Should we evaluate our board meetings? Board Meetings Observation Checklist</p>
<p>Board Recruitment Role of the Executive Director in Board Recruitment</p>		<p>Should the Executive Director have veto power over board candidates? What is the Executive Director's role in board recruitment?</p>
<p>Finance Board Education</p>		<p>Finances Who Does What What are the most common mistakes charter school boards make around finance?</p>
<p>Academic Oversight Charter Obligations</p>		<p>How do we create a definition of academic excellence for our organization? Role of the Academic Excellence Committee How do we create an "Academic Excellence Road Map"? Sample Charter Promises Document</p>

Topics

<p>Board Meetings Board Meeting Content</p>		<p>Are there any other strategies for improving our board meetings?</p> <p>Should committees report at every full board meeting?</p> <p>Who should be presenting at board meetings?</p> <p>How can we make sure board meetings are strategic and not merely reactive?</p>
<p>Board Composition Skills and Expertise</p>		<p>What skills are needed on a charter school board?</p> <p>Board Composition Matrix</p> <p>Conducting an Inventory of Your Board</p>
<p>Board Composition Diversity</p>		<p>What level of diversity should the board have?</p>
<p>Board Recruitment Recruitment Process</p>		<p>Sample Interview Points</p> <p>Board Composition and Expansion Policy Sample</p> <p>Sample Board Candidate Interview Questions</p> <p>Sample Nominating Policy</p> <p>Sample Candidate Ranking Sheet</p> <p>How much time should a trustee devote to the board each month?</p> <p>Should we have a trial period for board candidates?</p>
<p>Board Recruitment Board Recruitment Pipeline</p>		<p>What should the process be to nominating non board members to committees?</p> <p>Is it a good idea to have non-board members serve on committees?</p>
<p>Board Goals & Accountability Accountability</p>		<p>Sample Board Member Agreement</p> <p>Sample Individual Trustee Performance Expectations</p> <p>Sample Guilt-Free Board Member Expectations</p> <p>Sample Job Description for the Full Board</p> <p>How much time should a trustee devote to the board each month?</p> <p>Keep Your Donors: Building Profitable Relationships That Last</p> <p>How and when to evaluate individual trustees?</p> <p>How and when to evaluate the full board?</p> <p>Should all trustees be held to the same standard?</p> <p>What are some tips for holding board members accountable?</p> <p>What should we do with board members who don't do anything?</p>

Topics

<p>Finance Financial Controls</p>		<p>Board Staff Financial Contract Finances Who Does What</p>
<p>Finance Annual Audit/990</p>		<p>Board Staff Financial Contract</p>
<p>Finance Support of the Executive Director</p>		<p>Board Staff Financial Contract Recommended Business and Ops Responsibilities Our Finance Committee has much more expertise than our Executive Director and financial staff. What should the distinction of roles be, in this situation? BoardOnTrack Support of Executive Director: Conducting Mid-Year Check-ins</p>
<p>Academic Oversight Board Education</p>		<p>Finances Who Does What What are the most common mistakes charter school boards make around finance?</p>
<p>Executive Director Support & Evaluation Executive Director Support</p>		<p>BoardOnTrack Support of Executive Director: Conducting Mid-Year Check-ins</p>

We also recommend that your board should:

- Frequently review the members only [Governance and Training Resources](#)
- Attend [training events](#) in your area

Coversheet

Director Report

Section: V. Director Report
Item: A. Director Report
Purpose: FYI
Submitted by:
Related Material: Director Report May 2025.pdf

Brevard Academy School Director's Board Report for May 2025

Enrollment

	Current Enrollment	Day 20 Enrollment	Change Since Day 20
Kindergarten	44	48	-4
1st Grade	45	48	-3
2nd Grade	44	48	-4
3rd Grade	49	52	-3
4th Grade	49	50	-1
5th Grade	47	50	-3
6th Grade	48	50	-2
7th Grade	42	45	-2
8th Grade	44	44	0
Total/Average	412	434	-22
			5% attrition (Net loss of 2 students due to Helene.)

Enrollment Notes:

The current number of EC students K-8: 61 (Fall rosters – 22 Speech only) 15%.

Total number of AIG students 3-8: 84 (Fall 2024 Headcount) 20% total school; 29% eligible grades.

PMR 1=435

Current Applications

Updated on May 14, 2025

Application Snapshot for 2025-2026						
Grade	Anticipated Openings	Confirmed	Pending	Waitlist	Total Applications	Possible Retentions
K	48	48	0	22	70	
1st	2	1		11	12	4
2nd	8	8		12	20	1
3rd	6	6		6	12	
4th	1	1		17	18	
5th	1	1		19	20	
6th	3	3		9	12	
7th	4	4		4	8	
8th	2	2		7	9	
Total	75	74	0	107	181	5
	Total Verified Applications	181				

We are ahead of our pace as compared to last year.

Our goal is to have at least twice as many applications in kindergarten as openings in kindergarten and 3 times as many applications as openings. We are meeting that goal in the following grades: 1st, 4th, 5th, and 6th.

Students and Staff Attendance

Month	Staff Attendance	Students Attending	Students on Time	Average ODRs/Day
August	98%	94%	95%	0.3
September	98%	93%	94%	3
October	94%	90%	93%	2
November	94%	92%	95%	4
December	97%	93%	93%	3
January	96%	92%	93%	2
February	95%	93%	95%	2
March	94%	94%	95%	2
April	95%	95%	95%	2
May				
Average	96%	93%	94%	2.09
The goal is 95% in these areas.				

***Attendance was optional for students from October 8-17 (we averaged less than 80% attendance on these days).**

Key Indicators for Success

Percentage of students reading at or above grade level MOY—61% (iReady MOY Benchmarks, 62% in 2023)

Percentage of students performing mathematics at or above grade in math MOY—51% (iReady MOY Benchmarks, 50% in 2023)

Percentage of middle school students (5th-8th) involved in at least 1 extracurricular activity--58%. All students in grades 6-8 participate in at least 3 high-interest Friday Clubs.

Updated on May 14, 2025

Discipline Report

Month	Total ODRs	ISS Incidents	ISS Days	Students Assigned ISS	OSS Incidents	OSS Days	Students Assigned OSS	Bullying/Harassment Investigations	Substantiated Bullying/Harassment Reports
August	4	1	1	1	1	1	1	0	0
September	52	8	10	5	6	15	5	2	1
October	26	2	2	2	5	11	2	2	0
November	52	3	3	3	4	14	4	0	0
December	38	1	1	1	3	15	3	0	0
January	22	6	9	6	0	0	0	0	0
February	32	2	3	2	3	3	1	1	1
March	34	7	7	7	5	7	5	2	0
April	33	2	2	2	2	2	1	0	0
May									
Average	32.6	3.6	4.2	3.2	3.2	7.6	2.4	0.8	0.2

ODR=Office Discipline Referral

ISS=In-School Suspension

OSS=Out-of-School Suspension

This section will be updated throughout the year.

Updated on May 14, 2025

Board and Committee Meeting Dates for 2024-2025

Briefings--[Board Action Calendar](#)

Updated on May 14, 2025

Coversheet

Committee Consent Items

Section: VI. Items for Board Approval
Item: A. Committee Consent Items
Purpose: Vote
Submitted by:
Related Material: Brevard_Final_FY26_Budget_Draft.pdf
Revision of BA-CFA 7024 Employee Pay.docx

Type	Account Category	Report Month - Year Account Sub Category	SUM of YTD Activity (Modified)	SUM of June-2024 YTD Activity (Modified)	SUM of December-2024 EOY Projection (Modified)	SUM of FY26 Budget Amount
Revenue	001. State Revenue	Rev - Charter Schools 036	3,349,942	3,504,690	3,605,287	3,538,660
		Rev - COVID 19 Supplemental (PRC-154)	0	0	0	0
		Rev - CRF 121 Summer Learning	0	0	0	0
		Rev - CRF 122 School Health	0	0	0	0
		Rev - CRF 123 Nondigital Resources	0	0	0	0
		Rev - CRF 124 Student Computers & Devices	0	0	0	0
		Rev - CRF 126 Personnel Computers & Devices	0	0	0	0
		Rev - CRF 127 Connectivity School Buses	0	0	0	0
		Rev - CRF 128 Home and Community WiFi	0	0	0	0
		Rev - CRF 132 Exceptional Children	0	0	0	0
		Rev - CRF 135 Cybersecurity	0	0	0	0
		Rev - CRF 137 Personal Protective Equipment	0	0	0	0
		Rev - CTE Grant	0	0	0	65,000
		Rev - Feminine Hygiene Grant - PRC-088	0	500	0	0
		Rev - PRC-141 State Bonus	0	0	0	0
		Rev - Risk Pool EC Funding	0	0	0	50,000
		Rev - Safety Grant PRC-040	0	13,038	4,795	0
		Rev - Special State Reserves	0	0	50,000	50,000
		Rev - SRO Grant	103,800	0	44,000	44,000
		Rev - State Testing Bonus	0	0	5,383	0
		Rev - Summer Reading 016	0	0	16,000	16,000
	001. State Revenue Total		3,453,742	3,518,228	3,725,466	3,763,660
	002. Local Revenue	COVID Tax Credit	0	0	0	0
		Fund Balance Allocation	0	0	139,046	0
		Interest Income First Bank	131	35,626	55,000	45,000
		Rev - Backpack Buddies	1,640	290	560	1,000
		Rev - Board Annual Fundraising Event	0	0	10,000	10,000
		Rev - Buncombe County Schools	39,816	60,507	20,878	20,878
		Rev - Capital Campaign	0	0	0	0
		Rev - CFP Grant	35,000	25,000	25,000	25,000
		Rev - Contributions and Donations	20,237	28,910	6,927	6,000

	Rev - Emergency Connectivity Funding	4,800	0	0	0
	Rev - F&F Buncombe County Schools	11	164	150	150
	Rev - Henderson County	287,477	295,007	267,600	267,600
	Rev - Jackson County Schools	2,563	1,635	0	0
	Rev - Local Grants	0	5,000	5,000	5,000
	Rev - Madison County	754	0	0	0
	Rev - Non-Profit Fundraiser	445	(481)	500	500
	Rev - PASS THROUGH FOR WESTERN NC	0	0	28,229	0
	Rev - Rental School Property	0	0	0	0
	Rev - Safety Donation	0	0	0	0
	Rev - Sale of Bus	0	0	0	0
	Rev - Sales Tax	20,460	31,696	20,000	20,000
	Rev - School Lunch Program	58,659	64,228	55,000	48,000
	Rev - Solar Grant	148	0	0	0
	Rev - Transylvania County	1,018,077	1,062,330	1,111,566	1,111,566
	Rev - Various	22,269	1,687	1,663	0
	Rev - Wake County Schools	0	0	0	0
	Rev CFA Marketing	0	0	0	0
002. Local Revenue Total		1,512,487	1,611,599	1,747,120	1,560,695
003. Federal Revenue	ESSER - Exceptional Children PRC-167	0	0	0	0
	ESSER II Supp Instructional Support PRC-173	0	0	0	0
	GEER - Student Health Support - PRC-169	0	0	0	0
	Rev - SHAC Grant	56,308	0	0	0
	Rev - ARP IDEA Grant PRC-185	0	0	0	0
	Rev - ARP IDEA Preschool PRC-186	558	0	0	0
	Rev - CARES Act 163	0	0	0	0
	Rev - CRF Digital Curriculum - PRC-165	0	0	0	0
	Rev - CRSA Medicaid Reimbursement	0	0	25,000	25,000
	Rev - DHHS Grant	56,023	0	0	0
	Rev - ESSER III - Cyberbullying PRC-192	1,246	3,406	0	0
	Rev - ESSER III Bonus Pay PRC-203	0	0	0	0
	Rev - ESSER III Gaggle - PRC-193	1,454	0	0	0
	Rev - ESSER III Robotics Grant PRC-201	0	8,273	3,361	0
	Rev - ESSR II	103,730	0	0	0
	Rev - ESSR III	230,007	0	0	0
	Rev - GEER Supplemental Instructional PRC-170	0	0	0	0

	Rev - IDEA PRESCHOOL PRC-049	1,102	761	0	0
	Rev - IDEA VI-B 060	73,596	81,761	74,242	72,936
	Rev - Improving Teacher Quality 103	10,516	17,567	17,909	17,909
	Rev - LIGHT THE WAY PRC-146	0	1,327	1,327	1,327
	Rev - Outdoor Ed Grant	0	0	0	0
	Rev - PRC 118	2,185	50	2,818	2,818
	Rev - Title I Grant Funding 050	43,580	66,418	50,711	50,711
	Rev - Title IV Student Support PRC-108	10,000	10,003	10,003	10,003
	Rev - TSI 115	0	0	0	0
003. Federal Revenue Total		590,306	189,565	185,370	180,703
005. Before and After School Revenue	Rev - After School	54,025	56,999	31,913	50,000
	Rev - Before School	45	2,112	185	63
005. Before and After School Revenue Total		54,070	59,111	32,097	50,063
007a. Athletics Revenue	Athletic Booster	0	0	0	0
	Athletic Participation	4,369	8,793	6,500	6,500
	Rev - Athletics Concessions	1,788	1,912	1,918	1,500
	Rev - Athletics Gate	5,627	3,169	4,000	4,000
	Rev - Athletics Spirit Wear	100	0	200	200
007a. Athletics Revenue Total		11,885	13,873	12,618	12,200
007b. Band/Music Revenue	Rev - Music Supply & Rental Fees	2,950	0	2,000	2,000
	Rev - Travel Band Field Trip	0	0	0	0
	Rev - Travel Band Fundraising	305	1,155	3,500	3,500
007b. Band/Music Revenue Total		3,255	1,155	5,500	5,500
007c. School Activities Revenue	Rev - Art to Remember	1,030	1,150	1,149	1,149
	Rev - Beta Club	0	0	0	0
	Rev - Computer Repair Reimbursements	0	0	0	0
	Rev - Intramurals	0	0	0	0
	Rev - Misc School Activities	9,811	40	3,038	17
	Rev - School Pictures	0	1,071	2,000	2,000
	Rev - Spirit Days	0	0	0	0
	Rev - Staff Appreciation	0	0	250	0
	Rev - STEM Activities	0	0	0	0
	Rev - Student Technology Fees	410	0	0	0
	Rev - Talent Show/Musical	800	4,696	3,665	3,036
	Rev - Uniforms	2,406	2,826	1,717	1,717
	Rev - Yearbook	2,225	5,780	2,712	2,712

007c. School Activities Revenue Total		16,682	15,563	14,531	10,631
007d. Field Trip Revenue	Rev - 1st Field Trip	893	989	555	243
	Rev - 2nd Field Trip	1,026	1,966	500	348
	Rev - 3rd Field Trip	1,236	2,437	679	1,034
	Rev - 4th Field Trip	2,851	3,368	3,225	2,509
	Rev - 5th Field Trip	0	802	802	0
	Rev - 6th Field Trip	1,002	5,622	5,900	7,192
	Rev - 7th Field Trip	2,562	568	5,000	0
	Rev - 8th Field Trip	800	1,077	10,000	0
	Rev - K Field Trip	506	859	859	171
	Rev - Music/Art Field Trip	0	2,571	1,279	1,880
	Rev - PBIS Field TRip	0	1,120	1,120	1,520
007d. Field Trip Revenue Total		10,876	21,379	29,919	14,897
Revenues Total		5,653,302	5,430,472	5,752,621	5,598,348
Expenses 01. Salaries and Bonuses	ESSER III Bonus PRC-203	0	0	0	0
	Salary - Administration	(171,058)	(265,935)	(285,098)	(290,296)
	Salary - AIG Teacher	(43,113)	(36,040)	(47,000)	(26,000)
	Salary - Athletics Stipend	(16,575)	(19,975)	(20,700)	(20,700)
	Salary - Bonus	(76,175)	0	(32,800)	0
	Salary - Bus Driver	(46,410)	(63,958)	(55,000)	(55,000)
	Salary - EC Teacher	(187,610)	(159,108)	(163,980)	(103,750)
	Salary - EC Teacher Assistant	(73,817)	(86,469)	(74,141)	(79,925)
	Salary - FEMA	0	0	(38,504)	0
	Salary - Guidance	(114,137)	(115,987)	(120,980)	(124,820)
	Salary - Interventionists	(81,280)	(50,500)	(1,750)	(84,091)
	Salary - Office	(124,886)	(137,375)	(128,000)	(134,400)
	Salary - PRC 016	0	0	(16,000)	(16,000)
	Salary - PRC 050 Staff	(34,097)	(50,983)	(52,000)	(80,710)
	Salary - PRC 060 Staff	(53,538)	(58,724)	(46,060)	(109,950)
	Salary - Salary Custodian & Maintenance	(82,294)	(104,130)	(159,200)	(116,272)
	Salary - School Nurse	(42,894)	(48,660)	(28,000)	0
	Salary - Speech Teacher	(53,483)	(44,844)	(47,348)	(47,182)
	Salary - Stipends	(27,050)	(34,800)	(20,000)	(20,000)
	Salary - Substitute	(50,536)	(41,593)	(10,000)	(10,000)
	Salary - Summer School Stipends	(18,316)	(17,826)	(15,000)	(15,000)
	Salary - Teacher	(1,060,207)	(1,046,022)	(1,079,180)	(1,193,184)

	Salary - Teacher Assistant	(231,233)	(244,942)	(254,171)	(219,589)
	Salary - Transportation Supervisor	(2,750)	(1,825)	(2,500)	(2,500)
	Salary- After School	0	0	(20,000)	(20,400)
	School Paid Bonus PRC-036	0	0	0	0
	State Bonus PRC-048	0	0	(5,000)	0
	State Bonus PRC-141	0	0	0	0
01. Salaries and Bonuses Total		(2,591,458)	(2,629,694)	(2,722,411)	(2,769,769)
02. Benefits	Employee Memberships	0	0	(1,000)	(1,000)
	Hospitalization Cost	(315,601)	(370,702)	(404,724)	(412,794)
	Life Insurance Cost	(17,341)	(18,477)	(9,708)	(9,708)
	Other Insurance Cost	(1,389)	(3,974)	(4,097)	(4,097)
	Social Security Cost	(187,044)	(195,186)	(199,015)	(201,239)
	Staff Wellness	0	(243)	(3,500)	(3,500)
	State Retirement Cost	(528,244)	(590,006)	(568,455)	(606,756)
	Unemployment Cost	(8,905)	(8,488)	(12,227)	(12,364)
02. Benefits Total		(1,058,524)	(1,187,077)	(1,202,727)	(1,251,458)
03. Books and Supplies	1st Inst. Supplies	(738)	(807)	(800)	(800)
	2nd Inst. Supplies	(873)	(795)	(800)	(800)
	3rd Inst. Supplies	(449)	(702)	(1,168)	(800)
	4th - 8th Grade Science Supplies	0	0	(3,000)	(1,500)
	4th Inst. Supplies	(749)	(1,135)	(800)	(800)
	5th Inst. Supplies	(1,131)	(635)	(800)	(800)
	6th Inst. Supplies	(805)	(772)	(800)	(800)
	7th Inst. Supplies	(1,334)	(818)	(800)	(800)
	8th Inst. Supplies	(742)	(1,548)	(1,795)	(1,000)
	AIG Instructional Supplies	(1,218)	(2,343)	(2,500)	(2,500)
	Art Supplies	(1,958)	(2,709)	(2,000)	(2,000)
	EC Instructional Supplies	(696)	(1,898)	(2,500)	(2,500)
	EC Supplies - PRC-118	(1,726)	(50)	(3,500)	(3,500)
	Instructional Furniture	(11,595)	(501)	(10,000)	(10,000)
	Instructional Supplies 016	0	0	0	0
	Kindergarten Inst. Supplies	(647)	(871)	(800)	(800)
	Middle School Elective Supplies	0	(955)	(3,600)	(5,000)
	Msc. Instructional Supplies	(15,716)	(6,963)	(9,000)	(5,000)
	Music Supplies	(3,439)	(3,427)	(3,000)	(5,000)
	Outdoor Education Program	0	0	(500)	(2,000)

	PE Supplies	(43)	(667)	(2,000)	(2,000)
	Recovery Supplies - Helene	0	0	(3,530)	0
	Spanish Supplies	0	0	0	0
	STEM Supplies	(226)	(3,781)	(2,500)	(2,500)
	Textbooks	(50,364)	(81,510)	(54,267)	(45,000)
03. Books and Supplies Total		(94,450)	(112,888)	(110,461)	(95,900)
04. Athletics	Athletic Booster Club	0	0	(1,500)	(1,500)
	Athletic Concessions	(260)	0	(1,000)	(1,000)
	Athletic Officials	(4,432)	(4,350)	(5,977)	(3,500)
	Athletic Rent	0	0	0	0
	Athletic Spirit Wear	0	0	0	0
	Athletic Supplies	(3,410)	(8,596)	(5,908)	(5,908)
	Athletic Uniforms	(3,568)	(11,740)	(10,000)	(10,000)
	Athletics Security	(2,954)	(2,190)	(3,000)	(3,000)
04. Athletics Total		(14,623)	(26,875)	(27,385)	(24,908)
05. Office Supplies	Health Supplies	0	0	0	(2,500)
	Health Supplies - PRC-088	0	(500)	0	0
	Office Supplies	(15,968)	(18,523)	(15,000)	(15,000)
	Postage	(1,244)	(607)	(2,000)	(2,000)
	Sales Tax Expense	(27,561)	(23,665)	(17,000)	(17,000)
	Staff Appreciation	(8,633)	(13,184)	(10,000)	(12,000)
	Volunteer Appreciation	0	(300)	0	0
05. Office Supplies Total		(53,406)	(56,779)	(44,000)	(48,500)
06. Technology	Capitalized Tech	0	0	0	0
	Instructional Software	(1,501)	(2,452)	(11,050)	(5,000)
	Non-Capitalized Tech/Misc	(29,191)	(16,924)	(10,000)	(10,000)
	Office Computers	(9,112)	0	(5,500)	(5,500)
	Office Software	(9,290)	(19,021)	(15,000)	(15,000)
	Student Computers	(88,083)	(3,340)	0	(40,000)
	Teacher Computers	(10,180)	(8,040)	(20,000)	(20,000)
06. Technology Total		(147,357)	(49,777)	(61,550)	(95,500)
07. Equipment and Leases	Capitalized Instructional Equipment	0	0	0	0
	Non-Cap Office Equipment	0	0	(2,400)	(2,400)
	Non-Capitalized EC Equipment	0	0	0	0
	Reproduction Costs	(27,931)	(26,760)	(28,000)	(28,000)
07. Equipment and Leases Total		(27,931)	(26,760)	(30,400)	(30,400)

08. Contracted Student Services	BBBS/AMERICORPS	0	(1,875)	(4,250)	0
	EC Services	(62,356)	(68,971)	(62,000)	(62,000)
	Instructional Services	(1,125)	(42,425)	(35,000)	(35,000)
	Nursing Services	0	0	0	0
	Psychological Services	(24,565)	(16,195)	(17,500)	(17,500)
08. Contracted Student Services Total		(88,046)	(129,466)	(118,750)	(114,500)
09. Staff Development	1st Grade Workshops	(92)	0	(100)	(100)
	2nd Grade Workshops	(45)	0	(100)	(100)
	3rd. Grade Workshops	(45)	0	(100)	(100)
	4th Grade Workshops	(176)	(90)	(100)	(100)
	5th Grade Workshops	(45)	(95)	(100)	(100)
	6th Grade Workshops	0	(65)	(100)	(100)
	7th Grade Workshops	(45)	(45)	(100)	(100)
	8th Grade Workshops	0	(95)	(100)	(100)
	EC Workshop Expenses	(5,991)	(4,639)	(5,000)	(8,500)
	Food	(775)	(2,551)	(2,705)	(4,000)
	Hotels for PD	0	0	(2,500)	(2,500)
	Instructional Workshops	(1,940)	1,047	(3,145)	(3,000)
	Kindergarten Workshops	(180)	(55)	(185)	(100)
	NC Charter School Conference	(663)	(325)	(3,054)	(3,000)
	Office Workshops	(3,737)	(818)	(6,851)	(3,000)
	PRC 103 Workshop	(10,516)	(17,567)	(17,909)	(17,909)
	PRC 118 Workshop	(458)	0	(900)	(900)
	PRC-115 Workshop	0	0	0	0
	Professional Memberships	(4,167)	(3,633)	(4,030)	(4,000)
	Specialists Workshops	0	0	(500)	(500)
	Summer Retreat	(1,380)	(2,100)	(1,000)	(1,500)
	Travel	(5,720)	(4,229)	(4,152)	(7,000)
09. Staff Development Total		(35,976)	(35,260)	(52,729)	(56,709)
10. Administrative Services	Advertising	(21,625)	(48,676)	(47,000)	(47,000)
	Audit Services	(10,150)	(9,500)	(9,500)	(8,000)
	Bank Fees	(351)	(645)	(1,000)	(1,000)
	Board of Director Expenses	0	(11,056)	(12,033)	(11,010)
	Contracted Services	(5,038)	(8,450)	(12,000)	(12,000)
	Director Search	0	0	0	0
	Financial Services	(68,874)	(54,518)	(55,000)	(50,000)

	Grant Writing	(20,338)	(19,295)	(20,000)	(20,000)
	Human Resources	(7,992)	(6,305)	(10,000)	(10,000)
	Legal Services	(11,336)	(3,609)	(7,500)	(7,500)
	Orgs Online Fees	2,260	3,362	(1,500)	(1,500)
	Other Tax Payments	0	0	0	0
	PowerSchool Services	(14,193)	(14,630)	(14,600)	(14,600)
	Safety Donation Expenses	(3,298)	0	0	0
	Safety Grant - PRC-040	(10,756)	5,892	(4,795)	0
	Safety Workshops	(3,700)	0	0	0
	SRO	(81,086)	(104,714)	(110,370)	(53,500)
	Technology Support Services	(37,918)	(34,951)	(31,385)	(30,000)
10. Administrative Services Total		(294,395)	(307,094)	(336,682)	(266,110)
11. Insurances	General Liability	(35,241)	(37,269)	(45,000)	(45,000)
	Workers Compensation	(8,057)	(23,218)	(15,175)	(15,175)
11. Insurances Total		(43,298)	(60,487)	(60,175)	(60,175)
12. Rents & Debt Service	ART/STEM Building	0	0	(12,083)	0
	Entegra Building Loan	0	0	0	0
	Extra Storage Rental	(2,941)	(4,975)	(2,315)	(2,223)
	Loan Payment Capital Improvements	(70,630)	0	0	0
	USDA Building Loan	(296,800)	(300,640)	(300,000)	(310,000)
12. Rents & Debt Service Total		(370,371)	(305,615)	(314,398)	(312,223)
13. Facilities Building	Building Furniture	(5,587)	(684)	(5,000)	(5,000)
	Building Repairs & Maintenance	(29,314)	(14,828)	(25,000)	(25,000)
	Contracted Custodial Services	0	(40,694)	(48,138)	(15,000)
	Contracted Maintenance	(18,437)	(21,923)	(20,000)	(20,000)
	Custodial Supplies & Materials	349	(27,835)	(20,000)	(20,000)
	Miscellaneous Contracts	(11,995)	(38,747)	(40,000)	(10,000)
	Safety & Security Improvements	0	0	0	0
	Security Monitoring	(240)	(240)	(1,500)	(1,500)
13. Facilities Building Total		(65,223)	(144,951)	(159,638)	(96,500)
14. Facilities Grounds	Contracted Maintenance Grounds	(14,125)	(14,689)	(18,000)	(18,000)
	Grounds Maintenance	(250)	(533)	(8,479)	(8,479)
	Outdoor Furntiure	0	0	0	0
	Solar Grant	(2,342)	0	0	0
14. Facilities Grounds Total		(16,717)	(15,223)	(26,479)	(26,479)
15. Utilities	Electricity	(37,095)	(62,260)	(43,000)	(43,000)

	Mobile Communications	(3,000)	(3,252)	(3,500)	(3,500)
	Natural Gas	(6,472)	(5,167)	(2,500)	(2,500)
	Telephone	(5,830)	(6,894)	(6,000)	(6,000)
	Waste Management	(1,746)	0	(1,500)	(1,500)
	Water & Sewer	(5,863)	(7,962)	(7,500)	(7,500)
15. Utilities Total		(60,006)	(85,535)	(64,000)	(64,000)
16. Nutrition & Food	Contracted Food Service	(26,763)	(13,097)	(4,000)	(4,000)
	Food Purchase - Snack and Breakfast	0	16	(502)	(500)
	Food Purchases - Backpack Program	0	0	0	0
	Other Food - Board	(1,906)	(52)	(2,500)	(2,500)
	Other Food - Office	(3,392)	(2,969)	(2,500)	(2,500)
	School Lunch Program	(93,287)	(90,996)	(60,000)	(60,000)
16. Nutrition & Food Total		(125,349)	(107,098)	(69,502)	(69,500)
17. Transportation & Travel	Bus Repair Service	(5,225)	(7,085)	(10,000)	(10,000)
	Bus Supplies	(8,886)	(14,984)	(16,000)	(16,000)
	Contracted Transportation	0	0	0	0
	Travel Non-Workshop Related	(2,409)	(1,235)	(2,000)	(2,000)
	Vehicle Gas & Diesel Fuel	(15,245)	(18,725)	(18,000)	(18,000)
	Vehicle Purchase	(81,931)	(4,000)	(139,046)	0
17. Transportation & Travel Total		(113,695)	(46,029)	(185,046)	(46,000)
18. Capital Purchases	Cap Building Equipment	0	0	0	0
18. Capital Purchases Total		0	0	0	0
19. Before & After Care Program	Other Food - After Care	(2,883)	(1,141)	(965)	(750)
	Salary - After Care	(30,118)	(14,518)	(16,000)	(16,000)
	Social Security Cost - After Care	(2,020)	(1,107)	(1,000)	(1,000)
	Supplies and Materials - After Care	(237)	17	(750)	(750)
19. Before & After Care Program Total		(35,259)	(16,748)	(18,715)	(18,500)
20. School Activities Expenses	Exp - 8th Grade Activities	(310)	(1,614)	(1,828)	(1,250)
	Exp - Beta Club	0	0	0	0
	Exp - Incentive Awards	(861)	(1,467)	(1,000)	(1,000)
	Exp - Talent Show/Musical	0	0	(1,000)	(1,000)
	Exp - Travel Band	(140)	(228)	(2,500)	(2,500)
	Exp - Uniforms	(1,719)	(440)	(2,401)	(1,500)
	Exp - Yearbook	(2,056)	(1,483)	(2,000)	(2,000)
	School Activites	(5,492)	(2,552)	(6,839)	(2,500)
20. School Activities Expenses Total		(10,578)	(7,784)	(17,567)	(11,750)

21. Field Trip Expenses	Exp - 1st Field Trip	(651)	(366)	(500)	(500)
	Exp - 2nd Field Trip	(614)	(1,480)	(500)	(500)
	Exp - 3rd Field Trip	(1,385)	(1,847)	(797)	(500)
	Exp - 4th Field Trip	(1,862)	(2,361)	(2,361)	(2,361)
	Exp - 5th Field Trip	0	(83)	(500)	(500)
	Exp - 6th Field Trip	(525)	(8,478)	(9,792)	(8,478)
	Exp - 7th Field Trip	(3,296)	(4,019)	(5,000)	(5,000)
	Exp - 8th Field Trip	(6,964)	(7,928)	(10,000)	(10,000)
	Exp - K Field Trip	(397)	(518)	(500)	(500)
	Exp - Misc Field Trips	(799)	(680)	(165)	(165)
	Exp - Music/Art Field Trip	0	(6,577)	(4,019)	(4,019)
	Exp - PBIS Field Trip	0	(1,700)	(1,700)	(1,700)
21. Field Trip Expenses Total		(16,494)	(36,037)	(35,833)	(34,222)
22. Fundraising Expenses	Board Fundraising Expenses	(181)	(822)	(5,000)	(5,000)
	Fundraising Expenses	(194)	(6,345)	(1,500)	(1,500)
	Non-Profit Fundraiser Expense	(473)	0	(500)	(500)
22. Fundraising Expenses Total		(848)	(7,167)	(7,000)	(7,000)
23. CRF Expenses	Exp - CRF 121 Summer Learning	0	0	0	0
	Exp - CRF 122 School Health	0	0	0	0
	Exp - CRF 123 Nondigital Resources	0	0	0	0
	Exp - CRF 124 Student Computers & Devices	0	0	0	0
	Exp - CRF 126 Personnel Computers & Devices	0	0	0	0
	Exp - CRF 127 Connectivity School Buses	0	0	0	0
	Exp - CRF 128 Home and Community WiFi	0	0	0	0
	Exp - CRF 132 Exceptional Children	0	0	0	0
	Exp - CRF 135 Cybersecurity	0	0	0	0
	Exp - CRF 137 Personal Protective Equipment	0	0	0	0
23. CRF Expenses Total		0	0	0	0
23. Federal Grant Expenses	ARP - IDEA Grant PRC-185	0	0	0	0
	ARP - IDEA Preschool PRC-186	(558)	0	0	0
	CRF - Digital Curriculum - PRC-165	0	0	0	0
	DHHS Grant Expenses	(95,759)	0	0	0
	ESSER - Exceptional Children PRC-167	0	0	0	0
	ESSER III Cyberbullying PRC-192	(1,246)	(3,406)	0	0
	ESSER III Gaggle PRC-193	(1,454)	0	0	0
	Exp - CARES Act 163	0	0	0	0

	Exp - ESSER III Robotics Grant PRC-201	0	(8,273)	(3,361)	0
	Exp - Light the Way Grant PRC-146	0	(1,327)	(1,327)	(1,327)
	GEER Student Health Support - PRC-169	0	0	0	0
	GEER Supplemental Instructional Support PRC-1	0	0	0	0
	IDEA PRESCHOOL PRC-049	(1,102)	(761)	(56)	(56)
	Remedial Supplies - PRC-115	0	0	0	0
	SHAC Grant Expenses	(56,060)	0	0	0
	Supplemental Contracted Inst Support - 173	0	0	(2,000)	(2,000)
	Title IV - Student Support PRC-108	0	0	0	0
	23. Federal Grant Expenses Total	(156,179)	(13,766)	(6,743)	(3,383)
	Expenses Total	(5,420,182)	(5,408,110)	(5,672,192)	(5,503,487)
	Grand Total	233,121	22,362	80,428	94,861

It is the mission of BA-CFA to recruit, hire and retain the most talented employees in order to meet the vision set forth by the Board of Directors.

In order to meet this goal, employees look to be compensated at a competitive rate when compared with others in their field.

Living Wage

All employees at BA-CFA are paid a living wage as defined by Just Economics of WNC.

Definition of Pay Category:

- **Full-Time Teaching Staff**

BA-CFA pays all full-time teaching staff based off of the NC DPI salary schedule approved by NCDPI for the previous fiscal year. For example, salaries for the 2018-2019 school year will match the teacher salaries approved for the 2017-2018 school year. Current salary schedules can be found at <http://www.ncpublicschools.org>.

BA-CFA will recognize advanced degrees and national board pay for teachers and other staff members, if the school budget allows. ~~New teachers must complete one successful year of full-time teaching at Brevard Academy before recognition of advanced degrees and national board pay.~~

- Full-Time Teachers without a current NC teaching license who are not in the process of obtaining a license will be paid as a 1st-year teacher.
- **Assistants**
BA-CFA pays all assistants according to the BA-CFA assistant pay scale. A copy of this scale can be requested from the School Director.
- **Non-teaching staff and Part-Time Employees**
Non-teaching staff and part-time employees will be compensated at a competitive rate based off of the school budget and not the NCDPI salary schedule.