



# Brevard Academy

## Monthly Finance Meeting

Published on September 16, 2025 at 8:37 AM EDT

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### Date and Time

Tuesday September 16, 2025 at 8:30 AM EDT

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### 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. Provide Effective & Innovative Learning Environments
  2. Recruit, Hire and Retain Highly Effective Personnel
  3. Use Resources Effectively & Be Fiscally Responsible
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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>8:30 AM</b>
<b>A.</b> Record Attendance			1 m
<b>B.</b> Call the Meeting to Order		Ted Duncan	1 m
<b>C.</b> Approve Minutes	Approve Minutes	Juli Lefler	1 m
Approve minutes for Monthly Finance Meeting on August 19, 2025			
<b>D.</b> Approve Agenda	Vote	Ted Duncan	1 m
<b>II. Finance Committee Reports</b>			<b>8:34 AM</b>
<b>A.</b> Review Financial Reports	Discuss	Ted Duncan	15 m
Monthly Board Report			
Reconciliation Files			
Annual Encumbrance Spreadsheet			
Recent DPI Revisions			
<b>B.</b> Vendor Contract Renewals	FYI	Juli Lefler	5 m
<b>C.</b> USDA Update	FYI	Paul Cooper	5 m
<b>D.</b> Treasurer Report Template	Discuss	Paul Cooper	5 m
<b>III. New Business</b>			
<b>IV. Other Business</b>			<b>9:04 AM</b>
<b>A.</b> Review Committee Goals	FYI	Ted Duncan	5 m
<b>B.</b> School Needs	Discuss	Ted Duncan	10 m
<ul style="list-style-type: none"> <li>• EC Teacher vs. Instructional Assistant</li> <li>• AmeriCorps funding for 2nd member</li> <li>• Evening Custodian</li> <li>• Athletics Vans</li> </ul>			

	Purpose	Presenter	Time
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<b>V.</b>	<b>Action Items</b>		<b>9:19 AM</b>
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<b>A.</b>	Board Action Items	Discuss	Ted Duncan	5 m
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<b>VI.</b>	<b>Closing Items</b>		<b>9:24 AM</b>
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<b>A.</b>	Announce Date of Next Meeting	FYI	Ted Duncan	1 m
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<b>B.</b>	Adjourn Meeting	Vote		
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*This meeting is a public meeting of the BA-CFA Finance Committee in public for the purpose of conducting the School Corporation's business and is not to be considered a public community meeting.*

# Coversheet

## Approve Minutes

<b>Section:</b>	I. Opening Items
<b>Item:</b>	C. Approve Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Monthly Finance Meeting on August 19, 2025

APPROVED



# Brevard Academy

## Minutes

### Monthly Finance Meeting

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#### Date and Time

Tuesday August 19, 2025 at 8:30 AM

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#### Mission:

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#### Vision:

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#### Strategic Goals:

1. Provide Effective & Innovative Learning Environments
  2. Recruit, Hire and Retain Highly Effective Personnel
  3. Use Resources Effectively & Be Fiscally Responsible
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#### Committee Members Present

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Emily Webb, Juli Lefler (remote), Paul Cooper, Ted Duncan

### Committee Members Absent

Michael Terry

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

Ted Duncan called a meeting of the Finance Committee of Brevard Academy to order on Tuesday Aug 19, 2025 at 8:42 AM.

### C. Approve Minutes

Emily Webb made a motion to approve the minutes from Monthly Finance Meeting on 06-17-25.

Paul Cooper seconded the motion.

Unanimous

The committee **VOTED** to approve the motion.

### D. Approve Agenda

## II. Finance Committee Reports

### A. Review Financial Reports

Discussed June and July budgets as well as bank reconciliation reports as well as the cash board.

### B. Vendor Contract Renewals

Finalsite (formerly Blackboard Connect) approved and Stratus updated with changes made to the contract.

### C. USDA Update

Paul gave an update on our status. Adeptus has finished their work for bid purposes.

### D. Treasurer Report Template

Reviewed what Paul will share with board members at the board meeting regarding budget numbers.

### III. New Business

#### A. Staff Recruitment Bonus

Bonuses are paid in January and September of the following year.

#### B. Trane Contract

Reviewing Trane contract. Asking for additional information regarding Trane expenses.

### IV. Other Business

#### A. Review Committee Goals

Committee members will brainstorm on tasks to help us achieve our strategic goals.

#### B. School Needs

Remove grand piano, removed damaged carpet from Helene in Conference Room, adding carpet to music room and Mr. Terry's office.

### V. Action Items

#### A. Board Action Items

Trane contract

Staff Bonuses

Henderson County and planning to increase enrollment there.

### VI. Closing Items

#### A. Announce Date of Next Meeting

#### B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:54 AM.

Respectfully Submitted,  
Ted Duncan

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# Coversheet

## Review Financial Reports

<b>Section:</b>	II. Finance Committee Reports
<b>Item:</b>	A. Review Financial Reports
<b>Purpose:</b>	Discuss
<b>Submitted by:</b>	
<b>Related Material:</b>	LEA_Allotment_ Revision 19.pdf



# ALLOTMENT SYSTEM

## NCDPI SCHOOL ALLOTMENT

richard\_duncan Logout

[Welcome](#)
[LEA\\_Allotment](#)
[General\\_Reports](#)
[ABC\\_Transfer](#)
[Site Map](#)
[Estimated \(Planning\) Allotment](#)
[State Initial Allotment](#)
[Revision Reports](#)
[Charter Revision Detail](#)
[Lab\\_School\\_Revision\\_Detail](#)

### Revision Reports

- 0 Year-to-date (YTD) Revision Report
- 1 Revision Report
- 2 Revision, YTD Report
- 2b. LEAADM Reduction for Charter School
- 3 Crosstab State
- 4 Crosstab State ABC Transfer
- 5 Crosstab Federal
- 6 Revision Details - State
- 7 Revision Details - Federal
- 8 Revision Details - Revision Notes
- 10. YTD Allocation Chart

### LEA Revision Report - 2 Revision, YTD Report

Select Year: **2025-26** Select LEA: **88A Brevard Academy** Select As of Revision#: **#019 date:09/12/2025** (Output to Excel) [Help?](#)

**North Carolina Department of Public Instructions**  
**Division of School Business Services / School Allotment Section**  
**Budget Allotment Revision - Public Schools for Fiscal Year 2026**  
**Allotment Revision #019 and YTD As of Revision#019**

**LEA#88A Brevard Academy**  
[Output to CSV](#)

#### STATE PUBLIC SCHOOL FUND

Fiscal Year	LEA	PRC	PRC Description	Grant Year	Rev#019 Position	Rev#019 Month	Rev#019 Dollar	As of Rev#019 Position	As of Rev#019 Month	As of Rev#019 Dollar
2025-26	88A	016	Summer Reading Camps		0.00	0.00	0.00	0.00	0.00	13,925.74
2025-26	88A	036	Charter Schools		0.00	0.00	11,958.00	0.00	0.00	3,658,248.00
2025-26	88A	230	Hurricane Relief and Recovery		0.00	0.00	0.00	0.00	0.00	107,288.00
<b>Subtotal</b>					<b>0.00</b>	<b>0.00</b>	<b>11,958.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,779,461.74</b>
<b>Grand Total</b>					<b>0.00</b>	<b>0.00</b>	<b>11,958.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,779,461.74</b>

#### Revision Note:

Year	Revision#	LEA	PRC	PRC Description	Revision Note
2026	019	88A	036	Charter Schools	Initial Allotment - MSA Interns Stipends, 68F 50% State Base Initial Allotment & School Technology & Literacy Intervention