

Brevard Academy

Monthly Board Meeting

Published on October 14, 2026 at 3:43 PM EDT

Date and Time

Wednesday October 21, 2026 at 5:00 PM EDT

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 free, 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	Discuss	Ted Duncan	30 m

	Purpose	Presenter	Time
• Board Information Review ◦ Board Evaluation Review • Follow-Up From Last Board Meeting ◦ The NIL Policy is not needed ◦ Revision to Nepotism Policy included in Governance • Questions on Current Agenda			
II. Opening Items			5:30 PM
A. Call the Meeting to Order		Jennifer Silva	1 m
B. Record Attendance		Abe Pallas	1 m
C. Pledge of Allegiance		Jennifer Silva	1 m
D. Approve October Meeting Agenda	Vote	Jennifer Silva	1 m
Amendments			
• Facilities ◦ • Finance ◦ • Governance ◦ • School Director Items ◦			
E. Approve September Minutes	Approve Minutes	Jennifer Silva	1 m
F. Special Board Meeting Minutes Approval	Approve Minutes	Abe Pallas	1 m
Approve minutes for Special Board Meeting on August 27, 2026			
G. Strategic Planning Minutes Approval	Approve Minutes	Abe Pallas	1 m
Approve minutes for Strategic Planning on June 26, 2026			

	Purpose	Presenter	Time
III. Regular Meeting Business			5:37 PM
A. Good News	FYI	Ted Duncan	10 m
• Staff Accomplishments ◦ Rachel Coykendall won our Golden Leaf • Student Accomplishments ◦ We had an incredible sorting day for the new House System. ◦ Our Coed Flag Football Team and our Girls Flag Football Team have completed their seasons. • Community Relations/Professional Presentations ◦ Megan Monk and Stacey Seefeldt participated in Rural Health Simulator • Mission Moment • Upcoming Dates of Note ◦ October 19—Fall Athletics Championship Week ◦ October 23—3rd-5th Grade PTO Glow Dance ◦ October 24—HalloweenFest ◦ October 26—Winter Sports Tryouts (Basketball and Pep Squad) ◦ November 11—Veterans Day—No School ◦ November 12-13--6th Grade Earthshine Trip			
B. Staff Spotlight	FYI	Ted Duncan	10 m
School Assessments—Amber Wolfe, Dean of Academics			
• iReady Benchmarks • NC Check-Ins • EOGs and BOGs			
The Instructional Support Team			
• Katie Campbell • Jamie Conley • Rachel Coykendall			
C. Opportunity for Public Comment	FYI	Jennifer Silva	10 m
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			

	Purpose	Presenter	Time
individuals). You may supplement or submit public comments electronically or handwritten to the School Director or Board Chair.			

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 6:07 PM

A.	Finance	FYI	Paul Cooper	10 m
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School Budget and Treasurer's Monthly Report

- Monthly Budget Review
- Cash Board
- School Financial Audit--Zoom (5:30 pm)

Fundraising

- Giving Day Recap

B.	Finance Action Items	Vote	Paul Cooper	5 m
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- Sharity Capital Campaign Analysis and Support Plan

C.	Governance	FYI	Abe Pallas	10 m
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Policy

- The NIL Policy is not needed.
- The committee will review current policies that may be covered by the school's Student Wellness Policy.
 - For example: 3200, 3700, 3710, 3800, 3801, 3900, 4011, and 4610. This is not an exhaustive list.

Board Development

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Charter Renewal Update

	Purpose	Presenter	Time
Strategic Planning			
	• Ongoing Discussion with BRCC about Early College • Review of Action Calendars • Review Goals ◦ Current Success Plan ◦ 2026-2027 Alignment of Strategic Priorities with Board on Track Success Plan		
D.	Governance Action Items	Vote	Abe Pallas
	Policy Revision		5 m
	• Nepotism ◦ Revise #3--"The School Director shall not be an immediate..." ◦ Revised for ease of reading (General Information and then Board Member Information)		
E.	Facilities	FYI	Tyree Griffin
	Upcoming Facility Needs Planning		15 m
	• 2026-2027 Improvements and Maintenance		
	Facilities Improvement Follow-Up		
	USDA Ad-Hoc Committee Updates—Ted Duncan		
	• RYSE Change Orders (see attachments)		
F.	Facilities Action Items	Vote	Tyree Griffin
	Maintenance (Action Needed)		5 m
	• NA		
	Improvements (Action Needed)		
	• NA		

	Purpose	Presenter	Time
G. CEO Support and Evaluation	FYI	Jennifer Silva	5 m
• School Director Evaluation - BOD feedback requested by November 6, 2026			
V. Director Report			7:02 PM
A. Director Report	FYI	Ted Duncan	10 m
1. Director Report (attached) 2. ADM through 40 Days--446 students 3. Fall Parent Survey Results (attached) 4. School Improvement Plan (attached)			
B. School Director Action Items	Vote	Ted Duncan	5 m
Approvals Needed • Hirings ◦ Devynleigh Spalding--Food Service (15 hours/week). ◦ Jodi Maney--Custodian/Bus Driver			
VI. Other Business			7:17 PM
A. Announcement of Next Meeting	FYI	Jennifer Silva	1 m
• Wednesday, November 18, 2026			
B. Upcoming Committee Meetings and Agenda Items	FYI	Abe Pallas	5 m
• Committee Meetings ◦ Finance ◦ Governance ◦ Facilities • Upcoming Board Agenda Items			

	Purpose	Presenter	Time
VII. Closing Items			7:23 PM
A. Adjourn Meeting	Vote	Jennifer Silva	1 m

This meeting is a public meeting of the Brevard Academy Board of Directors in public for the purpose of conducting the School's business and is not to be considered a public community meeting. There will be time for public participation as indicated on the agenda.

Coversheet

Approve September Minutes

Section:	II. Opening Items
Item:	E. Approve September Minutes
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Monthly Board Meeting on September 16, 2026

DRAFT

Brevard Academy

Minutes

Monthly Board Meeting

Date and Time

Wednesday September 16, 2026 at 5:00 PM

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 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
-

Directors Present

Abe Pallas, Brandon Smith, Cara Varney, Hannah Camenzind, Jennifer Silva, Trish Andrews, Tyree Griffin

Directors Absent

Paul Cooper

Ex Officio Members Present

Ted Duncan

Non Voting Members Present

Ted Duncan

Guests Present

Ali Liubenov

I. Opening Items

A. Call the Meeting to Order

Jennifer Silva called a meeting of the board of directors of Brevard Academy to order on Wednesday Sep 16, 2026 at 5:32 PM.

B. Record Attendance

C. Pledge of Allegiance

Pepper Ware, Violet Silva, Marshall Edwards, and Ella Whitworth led us in the Pledge of Allegiance.

D. Approve Meeting Agenda

Trish Andrews made a motion to approve the agenda for this evening.

Abe Pallas seconded the motion.

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

E. Approve Minutes

Hannah Camenzind made a motion to approve the minutes from Monthly Board Meeting on 08-19-26.

Cara Varney seconded the motion.

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

II. Regular Meeting Business

A. Good News

We have a Girls Flag Football Team!

B. Staff Spotlight

House Leaders came to explain about Sorting Day and the House System. This system is adapted from Ron Clark Academy.

- Sorting Day for the Middle School is tomorrow, and students are very excited and looking forward to seeing which House they will join.
- Isibindi, Altruismo, Reveur, and Amistad are the 4 Houses that we have chosen to incorporate in Brevard Academy.
- Other Middle Schools in the area are also participating in House Systems, so it is a great way to connect with them as well.
- Every House at Brevard Academy will have their own traditions, and earn points for their House. This helps reinforce our Code of Behavior as well.

Mr. Terry explained what the Essential 55 are, and how Ron Clark's grandmother instilled these ideals in his life to make him a better person. It has been a mission for us this year to incorporate the Essential 55 into our day as well. Our students have created a club to record themselves to help teach other students these important lessons.

C. Opportunity for Public Comment

No one for Public Comment

D. Mission Moment

Pepper Ware, Ella Whitworth, Violet Silva, and Marshall Edwards led us in a Code of Behavior discussion. They each explained what the Code of Behavior means to them, and how it helps support our students.

III. Committee Reports

A. Finance

Hannah Camenzind led the discussion about Finance and Budget review.

- The state started our budget at 423 students, which is where we ended up last year. We are currently averaging 444 students, so our budget will have a surplus of around \$110,000 instead of a deficit.
- Giving Day Update: we currently have 2 matching sponsors that are totaling \$7,500 so far. BCW Remodel and Silly Goose Embroidery.
- Our Cash on Hand is currently at 42 days

B. Finance Action Items

Brandon Smith made a motion to Open an account at Stifel to manage the Qualified Charitable Deductions Account. Ted Duncan, the School Director, and Juli Lefler, the Business Manager, both have the authority to manage the account.

Abe Pallas seconded the motion.

It was noted that Juli Lefler's husband is an employee at Stifel, but he will not manage the account.

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

C. Governance

- Disclosure of possible conflicts of interest

1. Brandon Smith: Wife is employed by Brevard Academy
2. Abe Pallas: is occasionally hired as a substitute teacher for Brevard Academy
3. Jen Silva: Sister is employed by Brevard Academy

A Cardiac Response Plan was discussed, once a policy is created there will be a vote to adopt the policy.

Abe Pallas made a motion to update the Alcohol and Drug Policy.

Tyree Griffin seconded the motion.

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

D. Governance Action Items

Abe Pallas made a motion to Add Anti-Semitic Language to both our Employee Handbook and Student Code of Conduct as required by the General Assembly.

Brandon Smith seconded the motion.

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

Brandon Smith made a motion to Adopt the School Wellness Policy.

Abe Pallas seconded the motion.

The School Director will report back which other policies the School Wellness Policy covers.

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

Hannah Camenzind made a motion to opt-in to state-provided Staff Parental Leave.

Brandon Smith seconded the motion.

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

E. Facilities

Upcoming Facilities updates were discussed, and there is a spreadsheet with this information as well.

RYSE change orders for additional outlets and Duke Power hook up attached in the agenda.

F. Facilities Action Items

Brandon Smith made a motion to bundle the Facility Improvement needs. - Shade trees for the Lower Playground (3 river birch trees) - Front Entrance Design only - major change to the front of the building.

Cara Varney seconded the motion.

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

G. CEO Support and Evaluation

IV. Director Report

A. Director Report

Mr. Duncan presented the Director's Report. He noted a slight improvement in the beginning-of-year data from the previous school year.

B. School Director Action Items

V. Other Business

A. Announcement of Next Meeting

October 21

- 5:00pm Working Session
- 5:30pm Open Meeting

B. Upcoming Committee Meetings and Agenda Items

- All Committees will go over job descriptions as well and committee descriptions.
- Finance : will begin looking at an Investment Policy and Capitalization Policy at their next meeting, and the Annual Audit will be presented.
- Governance and Facilities Committees will meet as needed instead of monthly

VI. 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 7:11 PM.

Respectfully Submitted,
Tyree Griffin

Documents used during the meeting

- BA-CFA-2121-Board-Conflict-of-Interest.pdf
- BA-CFA+7070+Nepotism++(1) (1).pdf
- budget-vs-actual_brevard-academy_august-2026.xlsx
- Cash On Hand August 2026.png
- BA-CFA+6001+Internet+Safety+Policy (1).pdf
- BA-CFA-2320-Compliance-of-Open-Meeting-Laws.pdf
- 2026.Cardiac training form.docx

- Attachment+H+-+Alcohol+and+Drug+Policy.docx (1).pdf
- Brevard_Academy_Student_Wellness_Policy (1).docx
- Correct Signature - contract change order.pdf
- 26249-New Art Building for Brevard Academy- Change Order Request 5.pdf
- Front Porch Rendering.pdf
- Playground and Fitness Shade Plan.png
- BOY_26-27 _ Overall _iReady Inform.pdf
- BA 5 Year School Performance Snapshot.pdf
- School Attendance (4).pdf
- Director Report September 2026.pdf
- North Carolina Department of Public Instruction_ School Value-Added EOG_26.pdf

This meeting is a public 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.

Coversheet

Special Board Meeting Minutes Approval

Section:	II. Opening Items
Item:	F. Special Board Meeting Minutes Approval
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Special Board Meeting on August 27, 2026

DRAFT

Brevard Academy

Minutes

Special Board Meeting

Date and Time

Thursday August 27, 2026 at 3:30 PM

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 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 and Retain Highly Effective Personnel
 4. Use Resources Effectively & Be Fiscally Responsible
 5. Engage Our Communities
-

Directors Present

Brandon Smith (remote), Cara Varney (remote), Hannah Camenzind (remote), Jennifer Silva (remote), Paul Cooper (remote), Trish Andrews (remote)

Directors Absent

Abe Pallas, Tyree Griffin

Ex Officio Members Present

Ted Duncan (remote)

Non Voting Members Present

Ted Duncan (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Jennifer Silva called a meeting of the board of directors of Brevard Academy to order on Thursday Aug 27, 2026 at 3:33 PM.

II. Special Meeting Business

A. Review of the Beginning Teacher Support Plan

Hannah Camenzind made a motion to approve the Beginning Teacher Support Plan.
Paul Cooper seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. 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 3:36 PM.

Respectfully Submitted,
Trish Andrews

Documents used during the meeting

None

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Coversheet

Strategic Planning Minutes Approval

Section:	II. Opening Items
Item:	G. Strategic Planning Minutes Approval
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Strategic Planning on June 26, 2026

DRAFT



Brevard Academy

Minutes

Strategic Planning

Summer Retreat

Date and Time

Friday June 26, 2026 at 9:00 AM

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 and Retain Highly Effective Personnel
 4. Use Resources Effectively & Be Fiscally Responsible
-

5. Engage Our Communities

Directors Present

Abe Pallas, Brandon Smith, Cara Varney, Hannah Camenzind, Jennifer Silva, Mark Franklin, Paul Cooper, Trish Andrews, Tyree Griffin (remote)

Directors Absent

Jamie Atkinson

Directors who arrived after the meeting opened

Mark Franklin

Ex Officio Members Present

Ted Duncan

Non Voting Members Present

Ted Duncan

Guests Present

Ali Liubenov

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Jennifer Silva called a meeting of the board of directors of Brevard Academy to order on Friday Jun 26, 2026 at 9:05 AM.

II. Teambuilding

A. Teambuilding Exercise

We were instructed to divide a post it into 4 quadrants and draw 4 different shapes that resonated with us in order from 1-4. Circle, square, triangle, and squiggle. The Circle is the Harmonizer, the Square is the Organizer, the Triangle is the Achiever, and the Squiggle is the Creator.

III. Facilities

A. Facilities Strategic Planning

Upgrades and improvements have been made.

- Brush Clearing: gained about an acre back from this clearing
- Playground Updates: still on track to have them installed before the first day of school
- Site Improvement

- Sun Shades
- Painting of light posts in the parking lot
- Bird Removal

- Arts/STEM Building Progress

- Estimated Completion Date: January 13, 2027
- Tentative Grand Opening: February 17, 2027

-Future Needs

- Paving and Sidewalks: for the new building
- Interior Improvements
- Music Room Conversion to EC Space
- Art Room Conversion to Multipurpose Space/Lunch Room
- AIG Room Conversion to Teacher Resource Room
- Teacher Workroom Conversion to Staff Lunchroom

Mark Franklin arrived at 9:47 AM.

IV. Morning Break

A. Break

10 minute break

V. Governance

A. Governance Strategic Planning

Mr. Duncan discussed policies under review

- Mandatory Policies
- Grievance
- Conflict and Nepotism
- Employee Criminal History: discussed potentially having staff get background checked more than just when onboarded
- Internal Annual Review
- Flex Policy: only applies to salaried employees, can only accrue a certain # of hours

- Discussion of non exempt employees
- Internet Safety

Tabled for now:

- Board Development
 - Training Topics for 2026-27: proposed meeting dates
 - Needs for Growth
 - Board Meeting Cadence
 - Committee Onboarding: What does each committee do? - Each committee needs to create an onboarding document (by December?)
 - New member onboarding and matrix was discussed
- Strategic Planning Review
 - Review of Board on Track Strategic Plan Goals
 - Moving Forward without The Challenge Foundation Academies Support

VI. Board Training

A. Board Training

Stephanie Klupinski (Stella Law) presented on Understanding Student Discipline and Grievances

- Exclusion, expulsion, and suspensions (long-term and short-term) were discussed.
- Exclusion process
- Student/Employee Grievances procedures presented
- How is AI impacting education? - Jen Iden: Educator and AI Implementation Coordinator at BA. What we are doing at BA to enhance teaching, learning, and student growth through responsible innovation. What are AI Limitations and Inaccurate information to consider and look out for. It is very important and constantly changing.

Tabled for now:

- Review of Board Best Practices
- Review of Board on Track

- Board Job Descriptions
- What's the difference between Governance and Operations?

VII. Finance

A. Finance Strategic Planning

Finance Training with Cory Draughon (CEO) from Charter Success Partners

- Fiduciary Responsibilities and Financial Best Practices
- Talked about the different roles of the Board members (Treasurer) and Finance Committee to share the different safe holds/internal controls in place to keep up with bank reports, budgets, reconciliations, audit, etc.
- Fraud Prevention and Segregation of Duties
- How Funding works in Charter Schools vs. Traditional Schools
- Depending on goals recommended 50-90 days cash on hand
- Investment Policy discussion that a policy needs to be created
- Financial Framework Overview shared

Paul would like to see a goal of \$1.2 million and 75 days COH during Maintenance Years.

VIII. Lunch

A. Lunch

broke for lunch at 1:20pm

IX. Operational Updates

A. Operations and Academic Updates

Everything we do is to support Academic Success.

- Focus for 2026-27

- 5th/6th Grade Reading
- 6th-8th Grade Math

- Required CTE Classes/ Language / Outdoor Education

- NC Middle School CTE Requirements
- Language Classes at BA
- Outdoor Education will be taught in place of Spanish and Duolingo

- Personnel Update

- Ms. Peterson is moving to Kindergarten
- Ms. Ballew is moving to 1st Grade
- Ms. Bartles (IA) - moving to 2nd Grade Gamache
- Ms. Sprunger (IA) - moving to 6th Grade and Middle School Sub
- Vacancies
 - PE Teacher: Jamie Tinsley
 - Athletic Director: Kali Letcher
 - Math 1 Teacher and Middle School Math Support: Jack
 - 7/8th Grade Math Teacher still needed
 - Instructional Assistants
 - Kindergarten Ms. Patton: Savannah Hall pending board approval
 - 1st Grade Ms. Stirling still needed
 - 5th Grade: have a candidate pending board approval

X. CEO Support And Eval

A. School Director Goals for the Year and Review

Goals and Strategic Thinking

- School Director Goals for 2026-2030
- SmartDollar Program for Employee Retention

Review of School Director Employment Agreement

XI. 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 2:48 PM.

Respectfully Submitted,
Ted Duncan

Documents used during the meeting

- BA_Board_Committee_Organizational_Structure.png
- Project List 2025 2026.docx
- Brevard Academy Summer Projects 2026 - Projects.pdf

- 2026.06.25 inspection.pdf
- Proposed Board Meeting Dates for 2026-2027.pdf
- BA-CFA+7024+Employee+Pay+(2) (1).pdf
- BA-CFA-7090-CRIMINAL-RECORD-HISTORY-CHECK.pdf
- BA-CFA 3560 - Title 1 Parent and Family Engagement Policy.pdf
- BA-CFA+6001+Internet+Safety+Policy.pdf
- BA-CFA+4400_4400P+Student+and+Parent+Grievance+Policy+and+Procedure+(1).pdf
- BA-CFA+7395+Flex+Time+Usage+Policy+(1).pdf
- BA-CFA+7070+Nepotism++(1).pdf
- BA-CFA+4231_5130_7180+Title+IX+Policy+and+Grievance+Procedures+(2).pdf
- BA Asset Plan.pdf
- Brevard_Encumbered_Balance.xlsx
- May Cash on Hand.pdf
- May 2026 Budget Report.pdf
- _EOG Comparison Data 23-24, 24-25, 25-26 (2).pdf
- Brevard_Academy_Total_Rewards.pptx

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Coversheet

Finance

Section:	IV. Committee Reports
Item:	A. Finance
Purpose:	FYI
Submitted by:	
Related Material:	budget-vs-actual_brevard-academy_september-2026.xlsx Cash on Hand September 2026.png

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

budget-vs-actual_brevard-academy_september-2026.xlsx

Select School

Brevard Academy (88A)

Select Period

September-2026

The Cash Board

Brevard Academy | September-2026

Comparative School Size

Click to select

AllSmallMediumLarge

Small: 0-400 ADM | Medium: 401-800 ADM | Large: 801+ ADM

Your School Size

Medium

ADM: 423

Cash On Hand

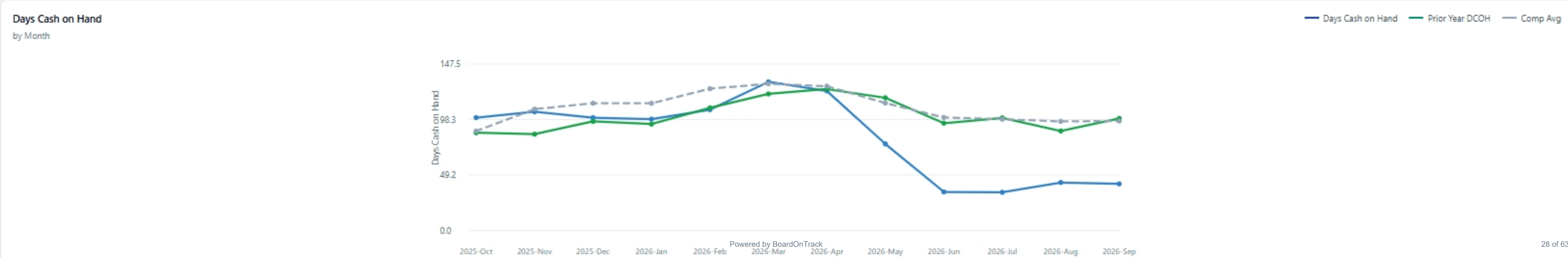
Comp Avg 1.93M

706.2K

Days Cash on Hand

Comp Avg 97.0

41.3



Coversheet

Finance Action Items

Section:	IV. Committee Reports
Item:	B. Finance Action Items
Purpose:	Vote
Submitted by:	
Related Material:	Brevard Academy Proposal.pdf



Campaign Readiness & Donor Pipeline Proposal

Building the foundation for a debt elimination campaign that secures Brevard Academy for future generations

Prepared for
Ted Duncan, School Director, Brevard Academy

Prepared by
Carol Wick, President, Sharity Inc.

October 2026

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Who We Are

Sharity, Inc. has led multimillion-dollar campaigns, secured transformational gifts, worked with cities and national associations to tackle complex issues, trained volunteer boards, and translated community and education initiatives into funder-ready, evidence-based cases for support. We bring deep experience building fundraising infrastructure for lean teams, aligning strategy, data, and storytelling so organizations can grow with confidence.

2016 Year founded	\$300M Raised for clients	200% Average revenue increase	110 Successful clients
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Core strengths

Our team specializes in building and providing:

- Capital and debt elimination campaigns with phased goals, gift range charts, campaign cabinets, and prospectus materials that give donors a clear reason to invest.
- Donor wealth screening and asset mapping that turns a family, board, and community network into a prioritized, working prospect pipeline.
- Campaign leadership structures that bring board members, parents, and staff together behind one set of priorities.
- CRM setup and fundraising systems, including data migration, standard operating procedures, and reporting so the system actually gets used.

Our method is simple: strengthen the Five Factors™ (Plan, Outcomes, Budget, Team, and Donors) in sequence so each reinforces the next. That creates a strong base for fundraising to run on: clear strategy, compelling impact stories, realistic budgets, a prepared team, and a donor pipeline that can be managed and grown well beyond the life of the engagement.

Understanding

Brevard Academy is a K–8 public charter school serving about 450 students from roughly 350 families, with a teaching staff of around 40. The school owns both of its buildings and carries two loans: a \$7 million mortgage and a \$2.5 million expansion that is underway right now. Together, those loans cost the school roughly \$500,000 every year.

If the two buildings are paid off, everything else happens. That \$500,000 a year would go straight back into the school. It could fund a 10% salary supplement for teachers, upgraded furniture and equipment, richer student experiences, and the room to explore what comes next, including an early college pathway.

What the Five Factors™ Assessment tells us

Brevard Academy's recent Sharity Five Factors™ Assessment placed the school at 54 out of 100, in the Building Consistency stage. The school has real strengths to build on, especially its outcome measurement and proof assets, and a mission and funding priorities that are already taking shape.

Factor	Score	Where things stand
Plan	2.4 / 5	Mission and 1–2 funding priorities are in place. The strategic plan now needs an external-facing version donors can see themselves in.
Outcomes	3.0 / 5	The strongest factor. Donor-ready proof assets already exist and can be used in outreach right away.
Budget	2.0 / 5	A total campaign budget, true costs, and a revenue plan by source still need to be built.
Team	2.0 / 5	Fundraising roles are not yet clearly assigned. Board members with fundraising experience are a strong starting point for a campaign cabinet.
Donors	1.4 / 5	The biggest gap and the biggest opportunity. A prospect pipeline at every gift level needs to be built.

The planning, budget, and team gaps are quick fixes. The pipeline takes more work, and it matters most: Brevard Academy needs a dedicated list of prospects at every gift level, large enough to reach the campaign goal and ideally exceed it.

Our Recommended Approach

A campaign about the future, not the mortgage

Donors rarely give to buildings, and they almost never give to debt. What they do give to is what becomes possible. So rather than asking families and community members to help pay off a loan, we recommend positioning this campaign as a long-term financial stability strategy for Brevard Academy.

The story becomes: when the buildings are paid off, the school keeps \$500,000 a year working for students and teachers, and it has the financial footing to keep doing that for generations. That is a future-focused message, and it invites donors to invest in where Brevard Academy is headed rather than in a single purchase.

What a paid-off campus makes possible

- A 10% salary supplement for Brevard Academy's teachers
- Upgraded classroom furniture and equipment
- Expanded student experiences and enrichment
- Capacity to explore an early college pathway
- Lasting financial stability, so the school is here for the families who come next

Big goal, right-sized phases

We will help Brevard Academy put a bold total goal on the table: everything the school wants to fund over the next three years, with debt elimination at the center. From there, we right-size that goal into campaign phases the school can realistically reach as the pipeline grows. Gifts can remain unrestricted while still being tied to meaningful naming and recognition opportunities connected to the programs and investments the campaign makes possible.

One school, one campaign

Part of this work is bringing parents, board, and staff together behind one set of priorities, with a Family Campaign Cabinet that helps connect the school with the high-capacity families and companies already in its community.

Scope of Work

The engagement is organized into five workstreams that run alongside each other over roughly four months, so Brevard Academy is ready to launch its campaign in early 2027.

1. Campaign Prospectus and Case for Support

Sharity will turn Brevard Academy's current strategic plan and budget into an external-facing prospectus that the school can put in front of donors.

- Work with the School Director and the CFO to build a total campaign budget covering debt payoff, infrastructure, equipment, early college feasibility, and the other priorities the school wants to fund
- Right-size the total into phases tied to the pipeline built
- Translate the \$500,000 in annual savings into a clear "here is what your gift makes possible" list
- Develop giving levels along with naming and recognition opportunities
- Write and design the campaign prospectus, built on the school's existing outcomes and proof assets

2. Donor Pipeline Strategy and Prospect Identification

This is the heart of the engagement. Sharity will build a pipeline with prospects identified at every level of the gift range chart.

- Wealth screen Brevard Academy's roughly 350 families and its existing donor records
- Asset map the family base to surface high-capacity prospects, themes, connections, and the companies families are linked to, without needing to approach families first
- Facilitate an asset mapping session with the board to identify who they know and who needs to be at the table
- Research philanthropic individuals, companies, and foundations in the wider community, including prospects outside the local area
- Build a gift range chart for the campaign goal and populate it with named prospects
- Fold the school's existing small gatherings into the cultivation plan so they feed the pipeline

3. Campaign Leadership and Team Structure

- Define who owns each fundraising bucket (campaign, annual giving, events, grants, stewardship) with clear roles and follow-up standards
- Design and help recruit a Campaign Cabinet, building on the board members who already bring fundraising experience
- Design a Family Campaign Cabinet that coordinates parent engagement, opens doors to high-capacity families and their companies, and aligns parent fundraising with campaign priorities

4. Bloomerang Setup and Data Migration

Brevard Academy recently started using Bloomerang. Sharity's database specialist will make sure it becomes a tool the team actually uses.

- Import historical giving data from QuickBooks and spreadsheets, cleaned and deduplicated
- Configure Bloomerang for campaign tracking, prospect stages, and moves management
- Write internal standard operating procedures for data entry and gift processing
- Set up campaign and pipeline reports, and train staff to use them

5. 36-Month Campaign Launch Strategy

- A campaign plan covering the quiet phase, leadership gifts, and public launch
- A 36-month timeline of activities, cultivation events, and asks
- A first 90 days of cultivation for priority prospects, so momentum starts the day the engagement ends

Engagement Timeline

Pending board approval, we propose kicking off in early November 2026 and wrapping up by the end of February 2027, with Brevard Academy ready to begin its campaign quiet phase immediately after.

Month	Phase	Key activities
November 2026	Discover & Organize	- Kickoff meeting with School Director, CFO, and campaign board lead - Collect strategic plan, budget, loan details, and giving history - Submit family and donor records for wealth screening - Begin Bloomerang data audit and import - Board asset mapping session
December 2026	Build the Case	- Draft total campaign budget and phased goal with CFO - Wealth screening results and family asset map - Draft fundraising roles and Campaign Cabinet plan - Draft prospectus and giving levels - Bloomerang configuration and SOPs
January 2027	Build the Pipeline	- Community and regional prospect research - Gift range chart populated with named prospects - Family Campaign Cabinet design - Finalize campaign prospectus - Bloomerang reports and staff training
February 2027	Ready to Launch	- Deliver 36-month campaign strategy and timeline - Campaign Cabinet orientation - Pipeline handoff with first 90 days of cultivation - Final review with board leadership

Key Deliverables

By the end of February 2027, Brevard Academy will have:

- A total campaign budget and phased campaign goal
- An external-facing campaign prospectus with giving levels and naming opportunities
- Wealth screening results and an asset map of the family base, board, and community
- A gift range chart with named prospects at every level
- A prioritized donor pipeline loaded into Bloomerang, with owners and next steps
- Clearly defined fundraising roles and follow-up standards
- A Campaign Cabinet structure and a Family Campaign Cabinet design
- A fully configured Bloomerang database with clean historical data, SOPs, and reports
- A 36-month campaign launch strategy and activity timeline

The goal is not a binder on a shelf. It is a school that walks into 2027 knowing exactly who to talk to, what to ask for, and why it matters.

Your Investment

Workstream	Description	Investment
Campaign Prospectus & Case for Support	Total campaign budget and phased goal with the CFO; "what becomes possible" framing; giving levels and naming opportunities; written and designed prospectus.	\$6,500
Donor Pipeline Strategy & Prospect Identification	Family and donor asset mapping; board asset mapping session; community and regional prospect research; gift range chart populated with named prospects. This includes wealth screening of all families, current donors and asset mapping leads.	\$9,000
Campaign Leadership & Team Structure	Fundraising roles and follow-up standards; Campaign Cabinet design and recruitment support; Family Campaign Cabinet design.	\$4,500
Bloomerang Setup & Data Migration	Historical data import and cleanup; campaign configuration; SOPs; reports; staff training.	\$4,500
36-Month Campaign Launch Strategy	Campaign plan, 36-month activity timeline, and first 90 days of cultivation for priority prospects.	\$3,000
Project Management & Communications	Coordination, timeline tracking, and regular check-ins throughout the engagement.	Included
Total Professional Fee	Full engagement, November 2026 through February 2027	\$27,500

Payment

The professional fee may be paid in four monthly installments of \$6,375, from November 2026 through February 2027. If the engagement is completed sooner, the balance is due upon delivery of the final products and materials.

Sharity's services are modular. Once the campaign launches, Brevard Academy can add ongoing campaign counsel, major gifts coaching, or cabinet support as a project-based engagement, a set number of monthly hours, or a retainer, depending on the level of support the board prefers.

Team

Brevard Academy will be supported by a senior-led Sharity team with direct experience building campaigns and donor pipelines for schools and community organizations.

Carol Wick

President

Carol founded Sharity in 2016 after years as a nonprofit executive. She will lead campaign strategy and the prospectus, guide the goal-setting work with the School Director and the CFO, facilitate the board asset mapping session, and support Campaign Cabinet recruitment.

Jeanine Cavicchia

Database & Fundraising Strategy

Jeanine specializes in fundraising infrastructure, CRM strategy, and donor data. She will lead the Bloomerang data migration and setup, write the school's database SOPs, build campaign reports, and train staff so the system is part of everyday work.

Ruth Patrick

Donor Research

Ruth will manage wealth screening and prospect research, helping turn screening results and community research into a prioritized pipeline with clear next steps.

Meagan McDougall

Project Management

Meagan will coordinate timelines, deliverables, and communication throughout the engagement, making sure milestones are met and that time is used well.

Contact Us

We are excited about what this campaign can mean for Brevard Academy's teachers, students, and families. Paying off the buildings is not the finish line. It is what makes everything after it possible.

For more information, please contact:

Carol Wick

President | Sharity Inc.

carol.wick@sharityglobal.com

+1 (407) 697-4563

www.sharityglobal.com

Coversheet

Governance Action Items

Section:	IV. Committee Reports
Item:	D. Governance Action Items
Purpose:	Vote
Submitted by:	
Related Material:	BA Policy 7070 Nepotism --Revised.pdf

SECTION: 7000- FACULTY AND STAFF
NEPOTISM POLICY

Policy Code: 7070
Approved: 03.12.2025

In accordance with the Charter Agreement and N.C.G.S. 55A-8-31, the board recognizes that the employment of immediate family can cause various problems including but not limited to charges of favoritism, conflicts of interest, family discord, and scheduling conflicts that may work to the disadvantage of both the Brevard Academy and its employees. It is the goal of the Brevard Academy to avoid creating or maintaining circumstances in which the appearance or possibility of favoritism, conflicts, or management disruptions exist. For the purposes of this policy the term “relative” shall include the following relationships: relationships established by blood, marriage, or legal action.

For the purposes of this section, the term "immediate family member" is as set forth in N.C.G.S. Section 115C-12.2 and means a spouse, parent, child, brother, sister, grandparent, or grandchild. The term includes the step, half, and in-law relationships. The term also includes domestic partners (a person with whom the employee's life is interdependent and who shares a common residence) and, a daughter or son of an employee's domestic partner.

Brevard Academy may allow existing personal relationships to be maintained or employ individuals with personal relationships to current employees under the following circumstances:

1. They may not create a supervisor/subordinate relationship with a family member;
2. They may not supervise or evaluate a family member;
3. The relationship will not create an adverse impact on work productivity or performance;
4. The relationship may not create an actual or perceived conflict of interest;
5. They may not audit or review in any manner the related individual's work;
6. No voting members of the Board of Directors shall be an employee of a for-profit organization that provides substantial services to the school for a fee;
7. No employee of Brevard Academy shall be a voting member of the Board of Directors;
8. **The School Director shall not be** an immediate family member of a voting member of the Board of Directors;
9. They may not be employed if a member of the employee's immediate family (spouse, children, parents, grandparents, brothers, sisters, step-family members, in-law family members) serves on the organization's Board or any Committee which has authority to review or order personnel actions or wage and salary adjustments which could affect his/her job.
10. No teacher or staff member that is the immediate family of the School Director shall be hired without the Board evaluating their credentials, establishing a structure to prevent conflicts of interest, and notifying the Department of Public Instructions (NCDPI), with evidence that this process has occurred.
11. Before any immediate family of any member of the Board of Directors or a school employee with supervisory authority shall be employed or engaged as an employee, independent contractor, or otherwise by the Board of Directors in any capacity, such proposed employment or engagement shall

SECTION: 7000- FACULTY AND STAFF
NEPOTISM POLICY

Policy Code: 7070
Approved: 03.12.2025

be:

- a. Disclosed to the Board of Directors; and
- b. The Board of Directors must approve the hiring or contract in a duly called open session meeting.

No personal employee relationship covered by this policy will be allowed to be maintained, regardless of the positions involved, if it creates a disruption or potential disruption in the work environment, creates an actual or perceived conflict of interest, or is prohibited by any legal or regulatory mandate.

This policy must be considered when electing, hiring, promoting, or transferring any employee and any action must be discussed and approved by the board of directors in a duly called open-session meeting.

Should relationships addressed within this policy be identified with either candidates for employment or, current employees, the matter should be immediately reported to the School Director and/or Board of Directors and the following policies and procedures will be followed:

- A determination will be made whether the relationship is subject to the organization's Nepotism policy based on the conditions described above.
- If the relationship is determined to fall within one or more of the conditions described in this policy the School Director in consultation with the affected employees and/or the Board of Directors will attempt will to resolve the situation through the transfer of one employee to a new position or identifying some other action (e.g., supervisory reassignment) which will correct the conflict or issue identified. If accommodations are not feasible then, with affected employee suggestions, the School Director in consultation with the organization's Board of Directors shall determine which employee must resign in order to resolve the situation.

The School reserves the right to exercise appropriate managerial judgment to take such actions as may be necessary to achieve the intent of this policy.

The burden of disclosure of such personal relationships covered in this policy shall be on the applicable Board member, Director, or employee with supervisory authority. If the requirements of this policy are complied with, the School may employ the immediate family of any member of the Board or a School employee with supervisory authority consistent with this policy and applicable law.

It is the responsibility of every employee to identify to the organization's School Director any potential or existing personal relationship, which falls under the definitions provided in this policy. Employees who fail to disclose personal relationships covered by this policy will be subject to disciplinary action up to and including the termination of employment.

Revised and Approved on 6.16.2025

Coversheet

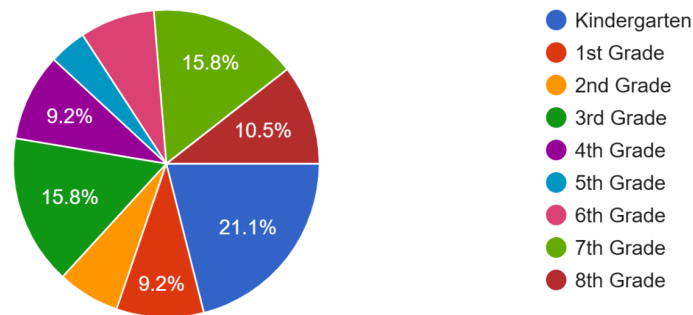
Director Report

Section:	V. Director Report
Item:	A. Director Report
Purpose:	FYI
Submitted by:	
Related Material:	Fall Parent Survey Results 2026.pdf Director Report October 2026.pdf SummaryReport.pdf

Fall Parent Survey Results 2026

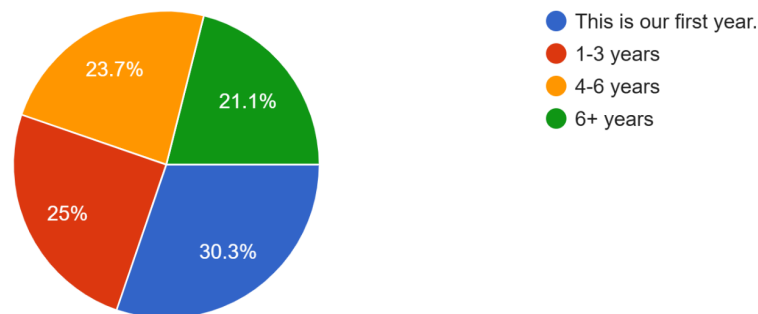
What grade is your child in?

76 responses



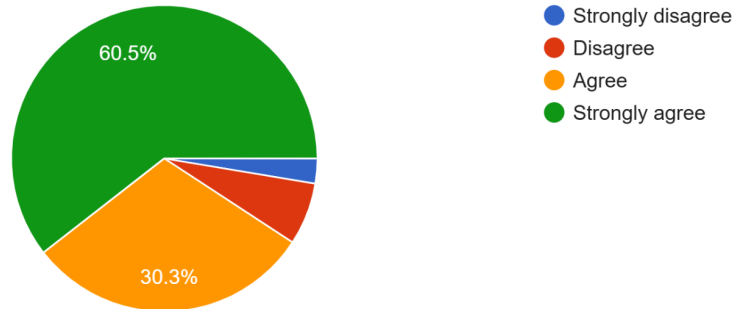
How many years has your family attended Brevard Academy?

76 responses



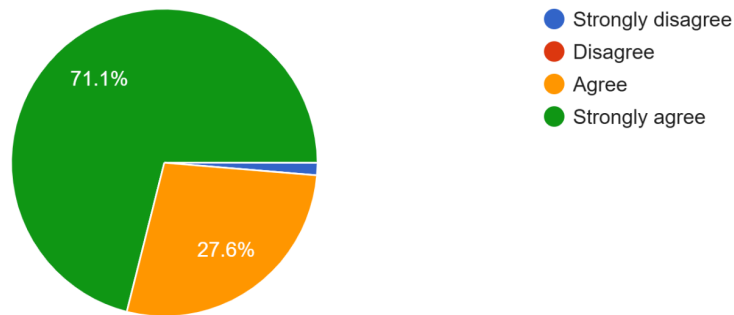
My child's teacher regularly communicates with me. We define regular communication as weekly communication.

76 responses



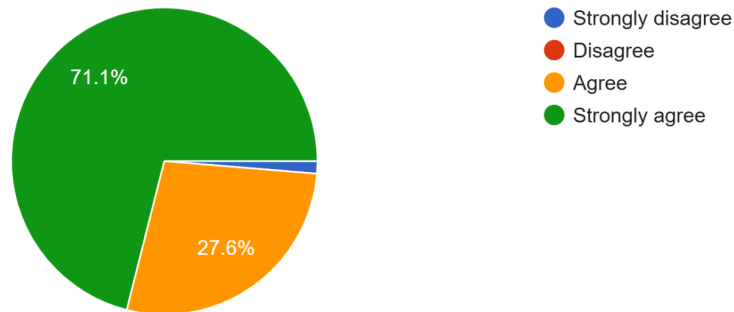
My child feels safe at Brevard Academy.

76 responses



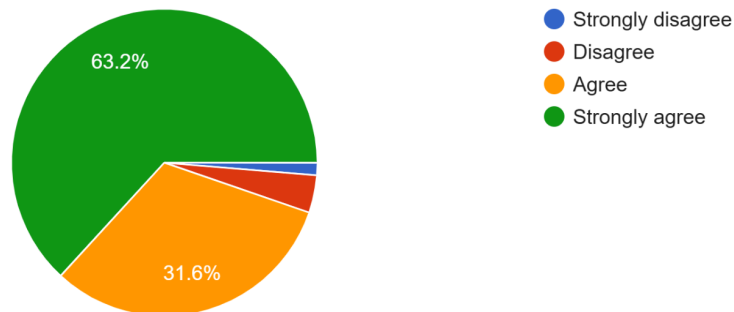
My child is learning and growing at Brevard Academy.

76 responses



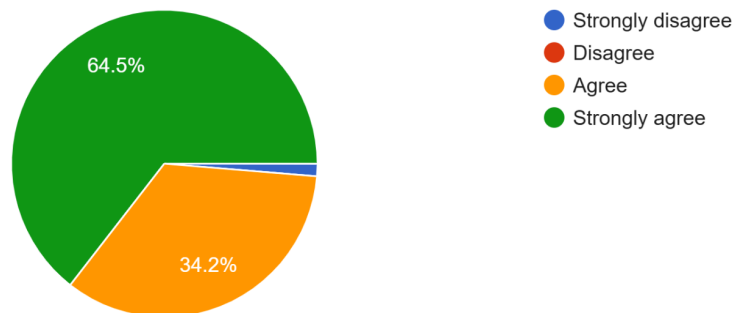
My child enjoys attending Brevard Academy.

76 responses



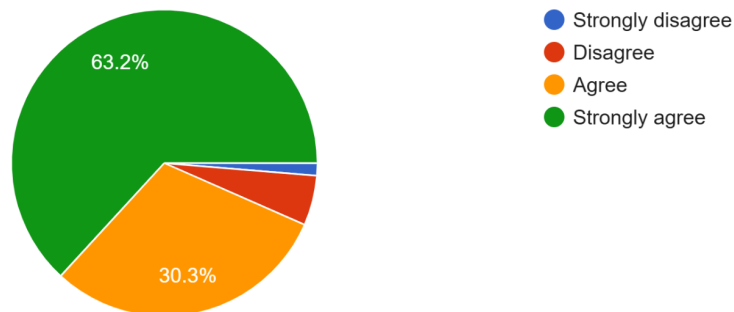
My child feels supported at Brevard Academy.

76 responses



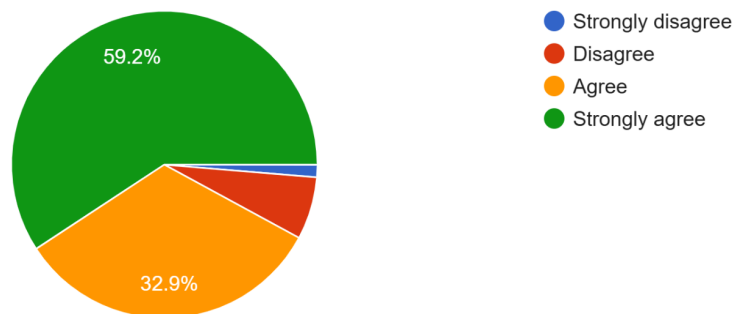
Brevard Academy makes me aware of ways I can help my child succeed.

76 responses



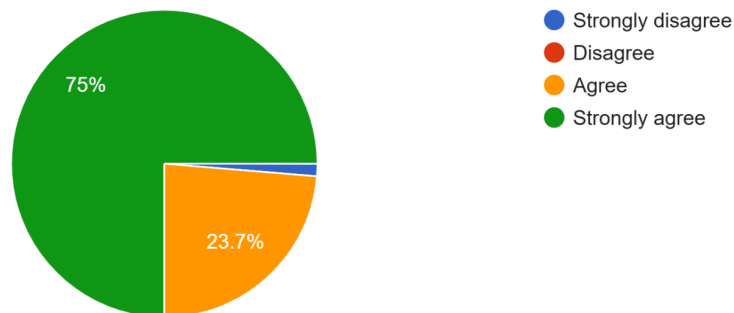
I am aware of ways to get involved with my child's education at Brevard Academy.

76 responses



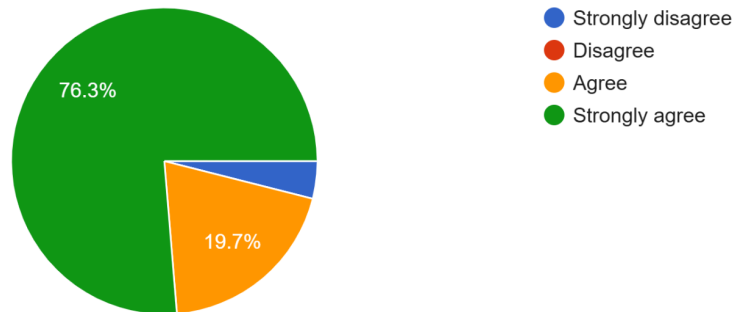
Overall, I am satisfied with Brevard Academy.

76 responses



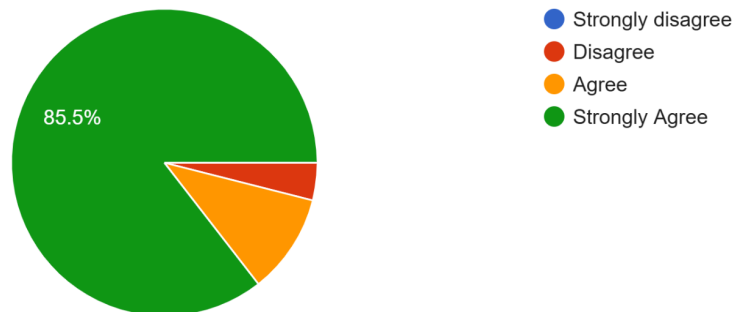
I will recommend Brevard Academy to other families.

76 responses



If Brevard Academy were to offer a high school option, I would be interested.

76 responses



Parent Survey Feedback | Board of Directors Summary

October 2026 | Qualitative Review of Parent Comments prepared by by AI

Executive Summary

Parent survey comments reflect strong satisfaction with Brevard Academy, particularly regarding the school's supportive culture, dedicated teachers, student happiness, and sense of community. Families consistently describe Brevard Academy as a safe, welcoming environment where children feel valued and supported.

Several parents expressed such strong confidence in the school that they actively recommend Brevard Academy to other families. Notably, multiple parents expressed interest in extending the school's educational program through high school, suggesting a desire to continue their children's experience beyond eighth grade.

While the overall tone of the comments is overwhelmingly positive, parents identified opportunities for improvement in communication, student well-being, behavioral practices, school safety, and operational convenience.

Overall takeaway: Brevard Academy's greatest strength, as reflected in these comments, is the trust and loyalty it has developed among families. The primary opportunity is to build on that foundation through targeted improvements that enhance the student and parent experience.

1. Key Themes From Parent Feedback

School Culture and Parent Satisfaction

Parents repeatedly express appreciation for the school's welcoming environment, strong relationships, student happiness, and dedicated staff. Several describe Brevard Academy as more than a school—a community where families feel a strong sense of belonging.

Significant strength to preserve

Interest in High School Expansion

Three parents explicitly suggest adding grades 9–12. This reflects strong loyalty and a desire for continuity beyond the school's current K–8 structure.

Long-term strategic consideration

Academic Rigor and Developmentally Appropriate Practices

Some parents express concern about the length and intensity of the school day, especially in early grades. Comments emphasize the value of movement, outdoor learning, free play, and balancing academic achievement with emotional well-being.

Instructional review opportunity

Communication and Parent Engagement

Communication is viewed positively overall. However, one family requested more consistent classroom updates, while another suggested simplifying ClassDojo contacts.

Consistency and accessibility

Safety and Emergency Preparedness

Parents appreciate organized arrival and dismissal procedures and existing safety measures. Specific suggestions include reviewing kindergarten-area access and playground fencing and providing families with general information about emergency response procedures.

Facilities and communications review

Behavioral Practices and Operational Improvements

Targeted administrative follow-up

2. Parent Feedback at a Glance

19

Nonblank parent responses reviewed

3

Explicit requests for high school expansion

3

Comments raising school-day length, play, or movement concerns

Counts reflect only the 19 nonblank written responses supplied, not the entire survey population. One response may address several themes. These comments should not be interpreted as statistically representative measures of parent satisfaction.

3. Recommended Administrative Actions

Priority	Recommended Action	Proposed Timeline
Medium	Establish consistent expectations for classroom-to-home communication.	Current semester
Medium	Review opportunities for movement, play, and outdoor learning within the early-grade instructional schedule.	Current semester

Medium	Explore a streamlined absence-reporting process, ClassDojo contact cleanup, and potential western bus-stop options.	Current semester
Low / Strategic	Document parent interest in high school expansion for potential long-range feasibility discussions.	Strategic planning cycle
Low / Strategic	Clarify expectations for purposeful, age-appropriate use of AI.	Current school year

These are proposed administrative actions, not commitments already approved or funded.

4. Selected Parent Voices

“It is not just our child's school, it is a community that feels safe, joyous, proud, and inclusive.”

School culture and belonging

“My son is so happy and thriving. He loves his school and his friends.”

Family transitioning from homeschooling

“I think the school should look at more ways to incorporate free play, movement, and outdoor time into their schedule/curriculum.”

Student well-being and instructional balance

“Please add 9-12 grades. This school is amazing and I would love for our daughter to continue there.”

Long-term program interest

5. Strategic Implications for the Board

The survey comments offer several important considerations for Brevard Academy's strategic direction.

Protect the school's greatest asset: its culture. Parent trust, student happiness, and positive relationships with teachers and staff emerge as defining strengths. Maintaining these qualities should remain central as the school grows and develops new programs.

Balance academic excellence with the whole-child experience. Parents recognize academic rigor but also want assurance that developmentally appropriate practices, student movement, and emotional well-being remain priorities, particularly in kindergarten and the early elementary grades.

Build on existing communication strengths. The positive feedback about staff communication suggests strong practices already exist. Greater consistency across classrooms, along with more accessible operational information, could improve the experience for all families.

Treat expansion interest as a measure of confidence, not an immediate mandate. Repeated requests for a high school are encouraging indicators of family loyalty. Any expansion proposal, however, would require a separate assessment of demand, financial sustainability, facilities, staffing, and authorization requirements.

Respond visibly to practical suggestions. Several requests involve potentially manageable improvements. Closing the feedback loop by sharing what has been reviewed, changed, or deferred can demonstrate that parent input meaningfully influences school improvement.

6. Suggested Board-Level Conclusion

Brevard Academy continues to benefit from a highly supportive parent community. The written survey feedback highlights strong appreciation for the school's culture, staff, safety, and positive impact on students. Parents consistently express confidence in the school, and some demonstrate that confidence through a desire for expanded educational opportunities.

The identified concerns are primarily focused on improving existing practices rather than fundamental dissatisfaction with the school. These include enhancing communication consistency, supporting developmentally appropriate learning environments, reviewing behavioral approaches, strengthening safety communications, and streamlining operational processes.

The administration's recommended approach is to preserve the strengths that families value while using their feedback to guide continuous improvement. This aligns with Brevard Academy's commitment to integrity, growth, teamwork, and creativity.

Recommended Board Discussion

No formal Board action is recommended based on these comments alone. The administration can address most identified opportunities through existing operational and instructional improvement processes, while reporting progress to the Board.

The Board may wish to consider two broader strategic questions: how Brevard Academy continues to balance academic rigor with student well-being, and whether future strategic planning should include a preliminary assessment of demand for high school expansion.

Analysis limitation: This summary reflects open-ended comments only. Without the full survey response totals, rating-scale results, or respondent demographics, it cannot establish overall satisfaction percentages or whether these themes are representative of the full parent population.

Brevard Academy School Director's Board Report for October 2026

Enrollment

Current ADM--446 students

	Current Enrollment	EC	New to BA
Kindergarten	50	3	49
1st Grade	49	6	3
2nd Grade	50	6	9
3rd Grade	50	9	10
4th Grade	50	2	4
5th Grade	52	8	7
6th Grade	50	9	10
7th Grade	50	9	5
8th Grade	45	8	3
Total/Average	446	60	100
We budgeted for 435 students and 65 EC students.			

Students and Staff Attendance

Updated on October 12, 2026

Month	Staff Attendance	Average Daily Attendance	Students on Time	Positive Merits/Day*	Average ODRs/Day
August	97%	95%	94%	3	1
September	94%	93%	96%	38	4
October					
November					
December					
January					
February					
March					
April					
May					
Average	96%	94%	95%	20	3
	The goal is 95% in these areas.			Ideal 2:1 Ratio	
*Includes merits, RCA House Points, and Paw Praises					

Discipline Report

Updated on October 12, 2026

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	17	2	1	2	7	8	3	0	0
September	65	3	3	3	11	13	4	0	0
October									
November									
December									
January									
February									
March									
April									
May									
Average	41	2.5	2	2.5	9	10.5	3.5	0	0

ODR=Office Discipline Referral

ISS=In-School Suspension

OSS=Out-of-School Suspension

Briefings:

☐ Professional Development through the year:

☐ Melissa LeViner- North Carolina Occupational Therapy Association Conference

☐ Amber Ballew - *Fall Edition of Teacher Con*: Human Intelligence (Unleash Your Teaching Superpower in the Age of AI), Focus (Activate the Emotional Foundation For Attention & Thinking, Engage (Build Belonging, Purpose, and Student Ownership)

Updated on October 12, 2026

- ☐ Amber Wolfe - BT Coordinator Support Collaborative, NCTM- The Ten Frame Grows Up, NCTM- The 8 Practices, Curriculum Associates- Implementation Planning / Setting the Stage for Success, NCDPI- ELA Standards Update, Amplify Webinar Series - What is the data telling me?, Amplify Webinar Series - Still Learning to Read: What Literacy Data reveals about our adolescent students
- ☐ Jamie Conley is participating in [LETRS](#) training.

Summary Report

The Summary Report includes detailed information such as the number of meetings held, numbers of Indicators assessed and planned, number of coaching comments, and forms submitted, as well as Leadership Team information.

Brevard Academy

Last Login: 10/14/2026

Report Date: 10/14/2026

Coach / Capacity Builder(s)

Coach/Capacity Builder: Coach Federal Programs
Coach/Capacity Builder: James Popp
Coach/Capacity Builder: Alice Bartley
Coach/Capacity Builder: Jennifer Fogleman
Coach/Capacity Builder: District Feedback - Charter

Leadership Team Members

1st Grade Teacher	Camy Stirling
Teacher	Jamie Conley
Director	Ted Duncan
Teacher	Reanna Edwards
Specials Teacher	Jenny Geer-Hardwick
Teacher	Jennifer Kelly
Parent	Dancy Lee
Teacher	Kristin Mullins
Paraprofessional	Katie Sprunger
Dean of Students/Assistant Director	Michael Terry
EC Coordinator and Compliance Director	Emily Webb
Dean of Academics	Amber Wolfe

Demographics

Percentage of Students By Ethnicity

6.80%	Hispanic / Latino	0.01%	Native Hawaiian or Other Pacific Islander
0.00%	American Indian / Alaskan Native	88.26%	Caucasion or White
2.30%	Asian	0.03%	Two or more Races
2.60%	Black or African American		

Other Student Demographics

43%	Free / Reduced Lunch	18%	IEP / Special Education
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91%	School Attendance	0%	Mobility
3%	Limited English Proficient		

K-8	Grade Levels	415	Total Enrollment
18	Classroom Teachers	0	Family / Parent Liaison
3	Special Education Teachers	1	Reading Specialists
3	Specials	12	Paraprofessionals / Teacher Aides
2	Assistant Principals	2	Counselors
0	Social Workers	4	Support Staff
0	Technology Specialist	1	Deans
1	Other		Other: SRO

Leadership Team Meetings

Date of first Meeting Minutes entered	02/18/2022
Date of last Meeting Minutes entered	10/14/2026
Total number of Meeting Minutes entered to date	38
Average number of Team members present at meetings to date	2
Number of Meeting Minutes entered in last 3 months	3
Average number of Team members present in last 3 months	0

Coaching Support

Number of Coaching Comments entered to date	0
Number of Coaching Comments entered in last 3 months	0
Number of School Responses to Coaching Comments to date	0
Number of School Responses to Coaching Comments in last 3 months	0
Last Coaching Comment	

Indicators/Objectives

**Counts based on currently Selected Indicators*

Number of currently Selected Indicators	16
Number of Indicators assessed	16
Last Indicator assessed	10/13/2026
Number of Indicators planned	5
Number of Indicators initially assessed as Fully Implemented	11
Number of Objectives met	0
Number of Objectives past due	0

Actions

**Counts based on currently Selected Indicators*

Last Action Added	10/14/2026
Number of Actions created	6

Number of Actions completed 0

Number of Actions Past Due 0

Number of Actions Due in next 30 days 0

Report Submissions In Past 12 Months

Name of Submission

Date

No submissions within the past 12 months

Indicator Progress (by Core Function and Effective Practice)		
Assessed: Number of Indicators assessed out of the total number of Indicators in that section/subsection.	Actions Created (at least 1 action): Number of Objectives planned for out of the number of Objectives available to plan for in that section/subsection (Indicators assessed as Fully Implemented or No development/Not in Plan will not be shown here).	Met with Evidence: Number of Indicators that were fully implemented from the initial assessment and total Objectives in this section/subsection that have been planned for and have reached full implementation out of the total number of Indicators.

**Counts based on currently Selected Indicators*

Core Function:	Domain 1: Turnaround Leadership				
Effective Practice	Subsection I	Subsection II	Assessed	Planned	Achieved
Practice 1A: Prioritize improvement and communicate its urgency			2 of 2	0 of 2	2 of 2
Practice 1B: Monitor short-and long-term goals			2 of 2	0 of 2	2 of 2
Core Function:	Domain 2: Talent Development				
Effective Practice	Subsection I	Subsection II	Assessed	Planned	Achieved
Practice 2A: Recruit, develop, retain, and sustain talent			1 of 1	0 of 1	1 of 1
Practice 2B: Target professional learning opportunities			1 of 1	0 of 1	1 of 1
Core Function:	Domain 3: Instructional Transformation				
Effective Practice	Subsection I	Subsection II	Assessed	Planned	Achieved
Practice 3A: Diagnose and respond to student learning needs			1 of 1	0 of 1	1 of 1
Practice 3B: Provide rigorous evidence-based instruction			3 of 3	1 of 3	2 of 3
Practice 3C: Remove barriers and provide opportunities			2 of 2	1 of 2	1 of 2
Core Function:	Domain 4: Culture Shift				
Effective Practice	Subsection I	Subsection II	Assessed	Planned	Achieved
Practice 4A: Build a strong community intensely focused on student learning			2 of 2	2 of 2	0 of 2

Practice 4C: Engage students and families in pursuing education goals			2 of 2	1 of 2	1 of 2
Core Function:	NC SBE Goal 1:				
Effective Practice	Subsection I	Subsection II	Assessed	Planned	Achieved
Eliminate opportunity gaps by 2027			1 of 1	0 of 1	1 of 1
Core Function:	NC SBE Goal 2:				
Effective Practice	Subsection I	Subsection II	Assessed	Planned	Achieved
Improve school and district performance by 2027			1 of 1	0 of 1	1 of 1
Core Function:	NC SBE Goal 3:				
Effective Practice	Subsection I	Subsection II	Assessed	Planned	Achieved
Increase Educator preparedness to meet the needs of every student by 2027			1 of 1	0 of 1	1 of 1
Core Function:	CSI and/or ATSI School Indicators				
Effective Practice	Subsection I	Subsection II	Assessed	Planned	Achieved
Provide supports (personnel, programmatic, financial, etc.) for instructional priorities			1 of 1	0 of 1	1 of 1