APPROVED

Brevard Academy

Minutes

November Board Meeting

Work Session and Regular Meeting

Date and Time
Wednesday November 15, 2023 at 5:00 PM

Location
Brevard Academy Music Room

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
Jamie Atkinson, Jennifer Silva, Mark Campanini, Mark Franklin, Paul Cooper

Directors Absent
Joel Malefyt, Lyndsay Sluder

Ex Officio Members Present
Ted Duncan

Guests Present
Jennifer Iden

I. Work Session

A. Training Slideshow

Ted Duncan provides more training to the board using the Board on Track Portal. Board members review Board Member Training Slides provided by Board on Track on Roles and Responsibilities.

Members worked on their public profiles.

II. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Mark Campanini called a meeting of the board of directors of Brevard Academy to order on Wednesday Nov 15, 2023 at 5:34 PM.

C. Approve Minutes

Jamie Atkinson made a motion to approve the minutes from October Board Meeting on 10-18-23.
Mark Franklin seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approval of Agenda

Paul Cooper made a motion to approve the amended agenda.

Mark Franklin seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Pledge of Allegiance

Ted Duncan led pledge.

F. Student Spotlight

Josh D is presenting his STEM group project. The year round STEM program is made up of 7th and 8th graders who are allowed to discover their love of learning through STEM projects. Josh's project was started on his interest in Minecraft and his love for Brevard Academy. Josh designed an entire Minecraft world built on a model of the school!

G. Staff Spotlight

Ms. Monk and Ms. Seefeldt share the school's mental health strategic plan for 2023-2024. In reflection from last year, there were roughly 126 students who were able to meet with a counselor 3 or more times. In small groups last year 187 students were served through this program and 22 families received backpack buddies- a program to assist families with non-perishable items. The mentor/mentee program is off to a great start with 92 middle schoolers who are paired with an elementary-age student to help start their day on the right foot. Ms. Monk and Ms. Seefledt shared their year-long programming plan which outlines various programs and plans to be implemented with students throughout the year. These programs range from social-emotional programs to mentoring programs to high school readiness programming. It is worth noting that Brevard Academy exceeds the suggested student-to-counselor ratio and because of this the counseling team is able to extend its services to provide more meaningful programming and resources to students and families.

H. Opportunity for Public Comment

Angelica Vazquez wanted to share with the board the importance of potentially adding a high school. She and her daughter truly love Brevard Academy and it would be a benefit to the community to add high school grades.

III. Committee Reports

A. Finance

Paul Cooper has been working with CSP and a new program that allows for instant feedback and comparison between budgeted items and current expenses. Paul Cooper reviewed current expenses and end-of-month and end-of-year projections. The new CSP program that the board is using provides a new end-of-year projection- believed to be a more accurate representation of projections.

Currently, the employee retention credit program has been suspended and the status of our request is currently unknown.
Paul Cooper has suggested due to a rise in expenses and a leveling off in income that a sub-committee be formed to evaluate potential new revenue sources to account for the rising expenses.
The audit produces no negative findings and will be looking for approval in the consent agenda items.

B. Governance and Policy

There will be three policies for approval during the consent agenda items.

The internet safety policy should be reviewed by all board members by the next meeting.

Ted Duncan reviews the Parent Bill of Rights with the Board and outlines all up-to-date compliance items with the Performance Framework Action Calendar.

C. Facilities

Jen Silva shares that the HVAC update will take place next month. Several tress have been removed and other landscaping improvements have been made to campus.
The facilities committee discussed where play areas will be moved when STEM building work begins. The suggestion is to site prep two locations in order to ensure viable options are present.
A new scoreboard for the gymnasium has been ordered and waiting for shipment. There is also additional discussion on other upgrades needed at the school.

D. Development

No updates.

E. Long Range Planning

With Joel Malefyt's recent step down from the board, we will be looking to potentially add another board meeting.

IV. Director Report

A. Director Report

Ted Duncan shares good news from the school, including the Castle Project, a visiting author, a math expo, and a Vetern's Day Program!

Ted Duncan reviewed the Follow Up to Teacher Working Conditions.

Please see the director report for more details.

V. Items for Board Approval

A. Committee Consent Items

B. Finance

Paul Cooper made a motion to approve audit.
Jennifer Silva seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Governance

Mark Franklin made a motion to approve policies listed.
Jamie Atkinson seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Facilities

Jennifer Silva made a motion to approve the updated master plan as listed in the agenda.
Paul Cooper seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Development

No items for voting.

F. Long-Range Planning

No items for voting.

VI. Other Business

A. Strategic Planning and Discussion

Ted Duncan and the board discuss possible edits to the strategic plan Goal 5: Engage Our Communities. Several items for discussion including service learning events and hosting student-led community events.

Board members should be prepared to discuss each strategic goal and what the mission of each of these goals should be by January 2024.

B. Announcement of Next Meeting

The next meeting is on January 17th.

VII. Closing Items

A.

Adjourn Meeting

Paul Cooper made a motion to adjourn.
Mark Franklin seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:22 PM.

Respectfully Submitted,
Jamie Atkinson

Documents used during the meeting

- 2022.BoardTraining.pptx
- Strategic+Plan+2019-2024.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.