APPROVED

Brevard Academy

Minutes

Monthly Board Meeting

Work Session and Regular Meeting; Closed Session Needed

Date and Time
Wednesday February 21, 2024 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
None

Ex Officio Members Present
Ted Duncan

I. Work Session

A. Ted reminds the board to update their Board on Track Profile to include correct email addresses and a profile picture.

B. Board Training

Board covers slides 20-30 of the Board on Track Training Slideshow. There are discussions on Open Meeting Laws and the bylaws around meetings, minutes, and voting regulations.

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 Feb 21, 2024 at 5:32 PM.

C. Approve Minutes

Paul Cooper made a motion to approve the minutes from January Board Meeting on 01-17-24.
Jennifer Silva seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Pledge of Allegiance

led by Mr. Duncan.

E. Student Spotlight

Eliana Campanini and Callie Goodwin share a presentation with the board on a fundraiser that they are doing through Heifer International to help send girls to school!

F. Staff Spotlight

Jen Iden shares with the board updates from grades 3-5 as their school improvement team representative. Big events include a Core Knowledge Night which incorporated STEM and ART into their studies, 4th grade reading buddies and 5th grade science projects!

G. Opportunity for Public Comment

No public comment.

III. Committee Reports

A. Finance

The projected surplus is lower right now because of a delay at the state level. As of right now, there are no budgetary concerns.

Paul Cooper is hopeful that within the next several months, the USDA process will be approved. Paul Cooper wants to make sure the group is aware of any additional expenses that this loan process will bring to the school to ensure sound fiscal decisions are being made. Paul will hopefully have a compilation of these before next meeting.

B. Governance and Policy

Jamie Atkinson is presenting an updated job description for a Dean of Academics- this will be added to an item to vote on.
The school is on track with the Summary of Performance Framework Actions.

Discussion on consent items:
- The proposed calendar aligns more closely with the Transylvania County School Calendar for next school year. The unbalanced calendar aligns better with the end of the semester at winter break and the school calendar of year-long classes allows for this.
- The Non-Title IX policy for approval has been vetted by attorneys and the committees. The only change is the process around submitted compliants.

C. Facilities

Jen Silva and Ted Duncan present a new overview of a campus master plan. This item will be voted on in the consent items. All changes have been previously discussed and the committee is not looking for funding but is looking for a commitment from the board on the layout.
The committee will also be asking for approval of the fencing project to increase security. This project is being funded by the safety grant.

Ted Duncan presents the board with a cost estimate for the stage roof construction. The board would like more clarification on the cost different and invoices between roof covering and actual stage construction.

D. Development

Ted Duncan shares an invite to Brevard Academy's 25th anniversary event happenings on March 15th.

E. Long Range Planning

Tyree Griffin is interested in joining the board.

IV. Director Report

A. Director Report

Ted Duncan shares the director report with the Board.
Student applications for the next school year are up from this time last year!

V. Items for Board Approval

A. Finance Committee Consent Items

Paul Cooper made a motion to approve new auditing contract for FY24--Rebekah Barr CPA, PC.
Mark Franklin seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Governance/Policy Committee Consent Items

Jamie Atkinson made a motion to approve the new proposed calendar and the non-Title IX policy.
Jennifer Silva seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Facilities Committee Consent Items

Paul Cooper made a motion to approve the modification of the master plan and the fencing project from the safety grant.
Mark Franklin seconded the motion.
The stage proposal has been tabled until next meeting.
The board **VOTED** unanimously to approve the motion.

D. Long Range Planning Consent Items

Jennifer Silva made a motion to approve the addition of Abe Pallas.

Jamie Atkinson seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approval of Courtney Gibson as Interim EC Teacher

Jamie Atkinson made a motion to approve the contract of Courtney Gibson.
Mark Franklin seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Other Business

A. Strategic Planning and Discussion

Board members should send strategic plan mark-ups to Jamie Atkinson before the next meeting.

B. Announcement of Next Meeting

Next meeting is March 20th.

VII. Closed Session

A. Personnel and Contract Discussion

Jennifer Silva made a motion to move into closed session.
Jamie Atkinson seconded the motion.
The board **VOTED** unanimously to approve the motion.
Mark Franklin made a motion to exit closed session.
Jamie Atkinson seconded the motion.
The board **VOTED** unanimously to approve the motion.

VIII. Closing Items

A. Adjourn Meeting

Paul Cooper made a motion to adjourn.
Jamie Atkinson 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 7:00 PM.

Respectfully Submitted,
Jamie Atkinson

Documents used during the meeting

- 03_BOARD_REPORT_2024_01_BREVARD_ACADEMY_20240214.pdf
- BA-CFA_K-8_Dean_of_Academics.docx__1_.pdf
- BA Site Plan Modifications October 2023.pdf
- Director Report February 2024.pdf
- Brevard_Academy_Draft_Calendar_for_2024-2025 (1).docx
- 2023.Non-TitleIX_Bullying_and_Discrimination_Reporting_and_Grievance_policy (6).docx

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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.