

APPROVED



Brevard Academy

Minutes

Monthly Finance Meeting

Date and Time

Tuesday November 19, 2024 at 8:30 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. 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

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

Committee Members Absent

None

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 Nov 19, 2024 at 8:30 AM.

C. Approve Minutes

Paul Cooper made a motion to approve the minutes from Monthly Finance Meeting on 10-16-24.

Emily Webb seconded the motion.

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

II. Finance

A. Review Financial Reports

4 months- Budget Analysis Report/ Encumbered Spreadsheet/ Monthly Reconciliation

B. Vendor Contract Renewals

Sharp Printer renewal options- 3 year rental contract vs 5 year renewal (current).

Additions- AV Enhancements, speakers in the gym, and digital signage

Questions:

Do we want to stay with Sharp? Do we want to go with a 5 year investment?

If we are no longer making payments on the contract, would we still get service on the printers?

Juli is waiting to check on alternatives.

C. USDA Update

We have made a decision on the civil engineer. \$36,000 bid for the design which includes survey, which would be \$3,000 out of pocket. We should go ahead and authorize this. We will spend \$33,000 later from unencumbered funds to complete this.

D. Review of Financial Audit

The audit was clean and the auditor will join the board meeting Wednesday.

III. Other Business

A. Review Committee Goals

B. Review Upcoming School Needs

Ted is asking for approval Fund appropriation and expense for the new bus.

Staff Bonus- we have a surplus of \$96,000. Three options were presented to the committee.

The committee agreed that it will be proposed to the Board that holiday staff bonuses will be:

Half-time employees \$200

Part-time employees \$400

Full-time employees \$600

EC Part-time teacher

IV. Action Items

A. Action for the Board

Staff bonus

Civil engineer contract

Approval fund appropriation and expense for new bus

V. Closing Items

A. Announce Date of Next Meeting

December 17, 2024

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:53 AM.

Respectfully Submitted,

Ted Duncan

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.