



# Brevard Academy

## Minutes

### Monthly Finance Meeting

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#### Date and Time

Tuesday March 11, 2025 at 11:00 AM

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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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#### Committee Members Present

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Juli Lefler (remote), Paul Cooper, Ted Duncan

### **Committee Members Absent**

Emily Webb

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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 Mar 11, 2025 at 11:02 AM.

### **C. Approve Minutes**

Juli Lefler made a motion to approve the minutes from Monthly Finance Meeting on 02-18-25.

Paul Cooper seconded the motion.

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

### **D. Approve Agenda**

Juli Lefler made a motion to Approve agenda.

Paul Cooper seconded the motion.

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

## **II. Finance**

### **A. Review Financial Reports**

We reviewed the monthly budget reports.

We have not seen any lapse in federal funding.

### **B. Vendor Contract Renewals**

We would like to move our federal grant writing to CSP.

We moved from Shred-It to Iron Mountain for paper shredding. This is a savings of \$600.00/year.

### **C. USDA Update**

No update at this moment. We have a conference call with USDA at 1:00 pm.

## **III. Other Business**

### **A. Review Committee Goals**

We reviewed the goals of the committee.

#### **IV. Action Items**

##### **A. Board Action Items**

1. Add to our Flex Time policy a clause to pay out unused Flex Time at the end of each year at 1.5 times the current Living Wage Rate. This committee makes the recommendation to make the policy active for the 25-26 school year.
2. Move federal fund grant writing to CSP for the 25-26 school year.

#### **V. Closing Items**

##### **A. Announce Date of Next Meeting**

April 22 at 8:30 am.

##### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:40 AM.

Respectfully Submitted,  
Paul Cooper

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#### **Documents used during the meeting**

*None*

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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.*