APPROVED

Brevard Academy

Minutes

Monthly Board Meeting

Date and Time
Tuesday August 19, 2025 at 5:30 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 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. 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, Jamie Atkinson, Jennifer Silva, Mark Franklin, Paul Cooper

Directors Absent
Tyree Griffin

Ex Officio Members Present
Ted Duncan

Guests Present
Jennifer Iden

I. Opening Items

A. Call the Meeting to Order

Jamie Atkinson called a meeting of the board of directors of Brevard Academy to order on Tuesday Aug 19, 2025 at 6:00 PM.

B. Record Attendance

C. Approve Meeting Agenda

Paul Cooper approved the agenda. Mr. Franklin seconded.

D. Approve Minutes

Abe Pallas made a motion to approve the minutes from Board Planning Retreat on 07-07-25.
Brandon Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Pledge of Allegiance

II. Regular Meeting Business

A. Good News

Mr. Duncan discussed summer planning and campus improvements to the K-2 playground, interior painting, and gym banners and hung.

B. Staff Highlight

Michelle Peterson and Camy Stirling presented at the Core Knowledge Conference in Orlando this summer to Kindergarten and First Grade teachers to a full house, on engagement through centers and best practices for teaching vocabulary.

At the NCAPCS Conference, Jamie Conley and Amber Wolfe presented on math discourse. Jen Iden presented on AI in Education and Ted Duncan presented on educational leadership. Chad Campbell appreciated Ron Clark's positive and inspiring message. Sarah Hersee and Rachel Coykendall appreciated the staff presentations as well as the presentation on The Writing Revolution, which led to a PDP cohort for the 2025-2026 school year. Derek Dennis benefitted from various presentations and networking. Michael Terry appreciated the clarification on EC and behavioral laws. Mallory Benjamin learned more about how to implement Infinite Campus to align with state requirements.

Conference presenters and attendees bring that new knowledge back to the full staff through PDP cohorts and Carpe Diem.

Officer Light created the Drug Awareness Program and wanted to improve drug awareness education for our students. She began researching and gathering data to present to the Transylvania County sheriff. Previously, students had the sole requirement of writing an essay. The program now offers different ways for students to show and present what they know. The program will be referred to as SHIELD.

C. Opportunity for Public Comment

III. Committee Reports

A. Finance

Paul Cooper discussed the 2025 and 2026 unreconciled analysis reports with a $146,000 surplus for 2025 and a $55,000 surplus for 2026. Cash on hand is currently 1.77M.

USDA Update - We are moving at a faster pace, but the biggest problem is collecting all required information by the deadline which is in the middle of September. BOD unnanimously voted to allow Ted Duncan to sign for the USDA loan.

Staff Student Recruitment - Ted Duncan discussed the new state funding model. We will be funded by the state for 435 students regardless of enrollment numbers.

Our enrollment strategy is to continue enrolling through Day 40. Jamie Atkinson recognizes this may present challenges and disruptions for teachers.

Ted Duncan stated that our goals are to reach full enrollment and to provide additional bonuses to staff members. For each student a staff member recruits to enroll at BA, he/she will get a bonus of $250 if the student stays enrolled through December. If the

student reenrolls the following year, the staff member would receive an additional bonus of $250. Bonuses would be paid out in January and September of each year.

Ted Duncan clarified that the School Director is not eligible for the staff bonuses.

Jamie Atkinson moves to approve the Staff Student Recruitment plan.

B. Governance and Policy

Abe Pallas moved to approve all updated policies. The BOD unanimously approved the motion.

C. Development/Fundraising

Jen Silva discussed preparations for this year's Giving Day. Last year's Giving Day was the day before Hurricane Helene hit which negatively impacting donations received. We are looking forward to a successful event this year. Ted Duncan discussed specific plans for the event and the importance of timing of donations. Additionally, Mr. Duncan asked the BOD to hand out brochures to the public to share the great things that are happening at BA.

D. Long-Range Planning

The BOD unanimously voted for Jen Sylva to be the Vice Chair and Secretary, and for Paul Cooper to be Treasurer for the 2025-2026 school year.

The Board decided not to vote on the action calendar.

Ted Duncan discussed various talking points for Board members.

E. Academic Excellence Update

Abe Pallas discussed the proposed AIG plan moved to approve the plan. The Board unanimously voted to approve the proposed AIG plan.

F. Facilities

Ted Duncan discussed the Trane maintenance contract. Paul Cooper discussed the benefits of the contract, including a 10% discount and a large amount of ongoing data collection related to our HVAC system to help us project needs. The Board unanimously voted to approve the Trane contract.

Chad Campbell presented the plan for Phase 1 Outdoor Education Proposed Projects, including an archery range and a wildlife meadow to support a Monarch Waystation. The Board unanimously voted to approve the plan as presented.

IV. Director Report

A. Director Report

Ted Duncan stated that our enrollment goal was 435 students and our current enrollment is 418. Transition to Infinite Campus as well as families not completing enrollment paperwork could may have contributed to the reduction in numbers.

Permission requested to Submit Safety and SRO Grants for the 2025-2026 School Year, to Submit Federal Grants for the 2025-2026 School Year, and to hire new staff:

1. Facilities Coordinator--Trina Burns
2. EC Assistant--Yraya Sanchez
3. EC Assistant--Lucas Newton
4. EC Teacher--AnneMarie Romero
5. Multi-Language Learner--Alana Anderson

The Board unanimously voted to approve all requests.

V. Other Business

A. Announcement of Next Meeting

Next Board meeting is scheduled for September 16, 2025.

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 7:40 PM.

Respectfully Submitted,
Jennifer Iden

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.