APPROVED

Brevard Academy

Minutes

Monthly Board Meeting

Date and Time
Wednesday September 17, 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, Tyree Griffin

Directors Absent
None

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 Wednesday Sep 17, 2025 at 6:01 PM.

B. Record Attendance

C. Pledge of Allegiance

D. Approve Meeting Agenda

E. Approve Minutes

Abe Pallas made a motion to approve the minutes from Monthly Board Meeting on 08-19-25.
Paul Cooper seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. USDA Public Meeting Minutes Approval

Paul Cooper made a motion to approve the minutes from USDA Signing Meeting on 09-12-25.
Abe Pallas seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Regular Meeting Business

A. Good News

Mr. Duncan shared that Chad Campbell was awarded the NC Distinguished Elementary Science Teacher Service Award.

Mr. Dennis was awarded a scholarship to attend the Bridging the Gap Conference.

Ms. Sarah Kidston was recognized as the Outstanding Secondary School Math Teacher for BA.

B. Student Highlight

Ms. Seefeldt shared that the SGA officers (Eliana Campanini, Cali Goodwin, Hadley George, and Olivia Ellis)are doing a fantastic job with leadership, including leading the pledge, Friday assemblies, and community service projects.

C. Staff Highlight

Athletic Director, Nick Castro, shared updates on Fall sports including, volleyball, soccer, swim, and cross country. We also have two Brevard College student teachers that will be with us throughout the semester.

Assistant Director, Michael Terry, shared that we have 7 buses, 6 of the 7 are running perfectly. Even with one bus down, we are able to manage all of the bus rider and sports transportation needs.

D. Opportunity for Public Comment

III. Committee Reports

A. Finance

Paul Cooper discussed the USDA update - Letters of Condition. Once funds are obligated, we know the funds are in place. We'll need at least 3 bids, then we can begin contractor selection.

We are having a lot of trouble with the Modular Swing Building due to the city's new architectural standards. Mr. Duncan recommends that we wait on the Swing Building until we know where we stand with the USDA.

The Board authorized $90,000 for athletic vans. We are under the North Carolina contract pricing as a public school. Mr. Duncan strongly recommends that we purchase two vans, which would be especially helpful in the spring. Pricing will determine whether the vans are new or used.

Fiscal Year June, we ended with a $144,580.80 surplus. If we determine that the 107 is restricted, everyone will be informed.

Mr. Duncan said that in looking at the Board Report for August we ended with a 21,283.04 surplus which is not where we wanted to be.

According to the Cash Board, Cash on Hand is currently at 1.33M. We have received a good amount of state funding, but not as much local funding.

Does the Board want to take action for approval of the fund balance all

Jamie Atkinson asked for a motion to approve the fund balance allocation to cover the cost of the bus purchased over the summer. All in favor and approved.

B. Governance and Policy

Abe Pallas discussed the proposed revision of the uniform policy with regard to spirit wear. The proposed change is that all students may wear spirit wear any day of the week. All in favor and approved.

Addition of forfeiture of an enrollment spot - If you've been offered a spot after the school year has begun and you do not show up within the required time, you forfeit that spot and it goes to someone else. It is first-come, first-served enrollment after the school year begins. All in favor and approved.

Flex Time Policy - Payment of unused flex time.

Bookkeeper job description approved with all in favor.

C. Development/Fundraising

Jen Silva discussed Giving Day with a $10,000 goal. Locations are Cup and Saucer, Cognative, and Sideways. Mr. Duncan said that Nikki Talley will perform at Sideways. 100% of the staff have either made a donation or had one made in their name.

D. Long-Range Planning

Brandon Smith requests that all BOD members meet with him to review the spreadsheet. Motion to approve the calendar and spreadsheet. All in favor and approved.

E. Academic Excellence Update

Abe Pallas Benchmarks from 2023-2024 and 2024-2025. We are consistent with math and reading proficiency and growth throughout the year. There are big differences in scores between EOY and BOY. Mr. Duncan states that Benchmark testing atmosphere will be more similar to EOG testing to get students ready for EOGs.

F. Facilities

Tyree Griffin updated the BOD on FEMA projects and misc. projects, including the K-2 playground and awning with an estimate of $22,000.

Mr. Duncan said that we've received about 23,000 from FEMA so far. Jamie Atkinson recommends requesting money for an outdoor classroom space.

G. CEO Support and Evaluation

Mr. Duncan's goals are to raise $50,000 each year and create a strong succession plan for a future school director.

IV. Director Report

A. Director Report

Mr. Duncan discussed current enrollment at 420 students, with hopefully a few more students joining us next week. We are now past the first 20 days and within the 40-day enrollment window.

Staff and student attendence is all at above 97%. Discipline report discussed.

EOG data and comparisons and proficiency. Losing 20 days of instruction and not being able to retest in science had a big impact.

For EOY Benchmarks, we exceeded growth. We want to make sure we are mirroring the EOG testing environment in our Benchmarks. We want accurate prediction percentiles between iReady and EOGs.

Requests -

1. Paid Parental Leave Opt-In
2. TCS lunch option. Our lunch fees have increased and our orders are going down. (recovery would be $21,000)
3. We had an additional AmeriCorps member join us at $7,000 for a year freeing up our instructional assistants for planning and interventions.
4. Hire an Evening Custodian (approx. $30,000)
5. Move L. Newton to EC Teacher and not replace the instructional assistant position

Brandon made a motion to approve all director requests. All in favor and approved.

V. Other Business

A. Announcement of Next Meeting

The next meeting will be October 15, 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 7:23 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.