APPROVED

Brevard Academy

Minutes

Monthly Board Meeting

Date and Time
Wednesday March 25, 2026 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, Hannah Camenzind, Jamie Atkinson, Jennifer Silva, Mark Franklin, Paul Cooper, Trish Andrews

Directors Absent
Brandon Smith, Tyree Griffin

Ex Officio Members Present
Ted Duncan

Guests Present
Ali Liubenov

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 Mar 25, 2026 at 6:01 PM.

B. Record Attendance

C. Pledge of Allegiance

Mr. Duncan led us in the pledge

D. Approve Meeting Agenda

Paul Cooper made a motion to approve the Meeting Agenda.
Abe Pallas seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Minutes

Jennifer Silva made a motion to approve the minutes from Monthly Board Meeting on 02-18-26.
Trish Andrews seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Regular Meeting Business

A. Good News

-Lincoln Eastburn was a county finalist for the 6th Grade Water and Soil Essay
- Leo Koppel and Hadley George presented the Amazing Shake at Pisgah Forest Rotary

-Next week our 7/8th grade students leave for their overnight field trips to Charleston/Washington DC. This is the first year both trips will be phone free for students.
-We ran the lottery today for the 2026-27 school year this afternoon.

- Darlene Loftin won the February Golden Leaf

- We will hold the State of the Charter Luncheon on April 6 at 12:00 at The Pisgah Social
-Carpe Diem is set for April 7

-The call for The Amazing Shake volunteers has gone out to the Pisgah Forest Rotary and the Brevard/Transylvania Chamber of Commerce

B. Student Highlight

C. Staff Highlight

Jen Kelly presented the 2026 highlights for 3-5th grades.
-3rd grade had Viking Day, went to visit Asheville Museum of Science
-4th grade had an inventions unit and present them to their class, visited the Biltmore House
-5th grade went to the expo at Brevard College, Art and Music Field Trip to Brevard Clay and the Porter Center, Geography Expo for Core Knowledge Night, Muddy Sneakers field trips

D. Opportunity for Public Comment

N/A

III. Committee Reports

A. Finance

-School budget and Treasurer's Monthly Report discussed
-Year to date activity and how it relates to end of year budget
-$131,000 surplus which is subject to change monthly
-94 days cash on hand

-Quotes to move 3-5 playground - similar set up and fitness area installed as well ($130,000) - 12-16 weeks for delivery and installation

-Wrapping the vans quote came in

-Draft budget for 2026-27 school year for 430 students and all budget scenarios make assumptions discussed
Paul Cooper made a motion to Motion to invest the USDA fully funded reserve funds into CD accounts at First Citizens.
Jennifer Silva seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Governance

Policy Draft - Encumbering of Funds
-Draft with revisions from Finance Committee
-1st read
-Definition revision

Board Development
-Annual Commitment Letter Revisions

- New listing of Committees

-Complete Board Evaluation in Board on Track

-Officer Elections (Action Needed)

- Paul Cooper - Treasurer
- Abe Pallas - Secretary

Mark Franklin made a motion to Officer Elections Paul Cooper - Treasurer Abe Pallas - Secretary.
Hannah Camenzind seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Facilities

Quotes on brush clearing - improving lines of sight for safety
3-5 playground relocation and installation and quotes

D. CEO Support and Evaluation

-Evaluations have been completed

IV. Director Report

A. Director Report

-Enrollment and budgetary numbers
-Student and Staff attendance fell February because of snow, ice, flu
-Performance Framework Snapshot

• No findings reported in our Title 1 Monitoring Visit

Personnel Report
-Openings for 2026-27

-Mr. Duncan will add the Discipline Report

V. Other Business

A. Announcement of Next Meeting

Jamie Atkinson made a motion to announcement of next meeting as April 15.
Paul Cooper seconded the motion.
The board **VOTED** unanimously to approve the motion.

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 7:16 PM.

Respectfully Submitted,
Jamie Atkinson

Documents used during the meeting

- Board Commitment Letter_ Conflict of Interest 3.8.26.pdf
- Monthly Budget Snapshot February 2026.pdf
- February 2026 Exec. Financial Summary.pdf
- Director Report March 2026 (1).pdf

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.