APPROVED

Brevard Academy

Minutes

Monthly Finance Meeting

Date and Time
Tuesday August 19, 2025 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

Committee Members Present

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

Committee Members Absent
Michael Terry

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 Aug 19, 2025 at 8:42 AM.

C. Approve Minutes

Emily Webb made a motion to approve the minutes from Monthly Finance Meeting on 06-17-25.
Paul Cooper seconded the motion.
Unanimous
The committee **VOTED** to approve the motion.

D. Approve Agenda

II. Finance Committee Reports

A. Review Financial Reports

Discussed June and July budgets as well as bank reconciliation reports as well as the cash board.

B. Vendor Contract Renewals

Finalsite (formerly Blackboard Connect) approved and Stratus updated with changes made to the contract.

C. USDA Update

Paul gave an update on our status. Adeptus has finished their work for bid purposes.

D. Treasurer Report Template

Reviewed what Paul will share with board members at the board meeting regarding budget numbers.

III. New Business

A. Staff Recruitment Bonus

Bonuses are paid in January and September of the following year.

B. Trane Contract

Reviewing Trane contract. Asking for additional information regarding Trane expenses.

IV. Other Business

A. Review Committee Goals

Committe members will brainstorm on tasks to help us achieve our strategic goals.

B. School Needs

Remove grand piano, removed damaged carpet from Helene in Conference Room, adding carpet to music room and Mr. Terry's office.

V. Action Items

A. Board Action Items

Trane contract

Staff Bonuses

Henderson County and planning to increase enrollment there.

VI. Closing Items

A. Announce Date of Next Meeting

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:54 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.