



# Brevard Academy

## Minutes

### Monthly Finance Meeting

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#### Date and Time

Tuesday August 19, 2025 at 8:30 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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Emily Webb, Juli Lefler (remote), Paul Cooper, Ted Duncan

### **Committee Members Absent**

Michael Terry

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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 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**

Committee 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

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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.*