APPROVED

Brevard Academy

Minutes

Monthly Finance Meeting

Date and Time
Tuesday September 16, 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

Juli Lefler (remote), Paul Cooper, Ted Duncan

Committee Members Absent
Emily Webb, 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 Sep 16, 2025 at 8:47 AM.

C. Approve Minutes

Ted Duncan made a motion to approve the minutes from August 19th Monthly Finance Meeting on 08-19-25.
Paul Cooper seconded the motion.
The committee **VOTED** to approve the motion.

D. Approve Agenda

Paul Cooper made a motion to approve the minutes from Development/Fundraising on 09-11-25.
Ted Duncan seconded the motion.
The committee **VOTED** to approve the motion.

II. Finance Committee Reports

A. Review Financial Reports

We ended the fiscal year 2025 with a $144,000 surplus.

We reviewed the July 2025 budget.

Look to see where FEMA money is being coded in the budget.

Reviewed the Cash Board.

Update the board agenda to remove the bus repayment line.

B. Vendor Contract Renewals

No vendor renewals.

C.

USDA Update

The school has signed paperwork stating we understand our obligation for the USDA loan. We should hear back in a few weeks from the USDA whether the funds have been obligated.

D. Treasurer Report Template

III. Other Business

A. Review Committee Goals

We are updating our committee goals.

Surplus goal of $50,000 for FY 26.

Update our surplus or reserve account which should be at $160,000.

B. School Needs

Table the athletic vans.

We did get a second Americorp Worker.

IV. Action Items

A. Board Action Items

1. Move one EC assistant to a teaching position.

2. Hire an evening custodian.

V. Closing Items

A. Announce Date of Next Meeting

October 14, 2025

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:34 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.