Brevard Academy

Minutes

Monthly Board Meeting

Work Session and Board Meeting

Date and Time
Wednesday August 19, 2026 at 5:00 PM

Location
Brevard Academy Gym

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

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5. Provide Effective and Innovative Learning Environments

Directors Present
Cara Varney, Hannah Camenzind, Jennifer Silva, Paul Cooper, Trish Andrews, Tyree Griffin

Directors Absent
Abe Pallas, Brandon Smith

Ex Officio Members Present
Ted Duncan

Non Voting Members Present
Ted Duncan

Guests Present
Ali Liubenov

I. Opening Items

A. Call the Meeting to Order

Jennifer Silva called a meeting of the board of directors of Brevard Academy to order on Wednesday Aug 19, 2026 at 5:34 PM.

B. Record Attendance

C. Pledge of Allegiance

Mr. Duncan led the Pledge of Allegiance

D. Approve Meeting Agenda

Tyree Griffin made a motion to approve the meeting agenda with the noted amendments.
Cara Varney seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Minutes

Trish Andrews made a motion to approve the minutes from Monthly Board Meeting on 06-26-26.
Hannah Camenzind seconded the motion.
The board **VOTED** unanimously to approve the motion.
Paul Cooper made a motion to approve the Strategic Planning Minutes.

Tyree Griffin seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Regular Meeting Business

A. Good News

- Carly Hendrix recognized as NC Elementary Math Teacher
- Jen Iden was accepted into Western Carolina's Masters of School Administration Program
- Emily Webb is participating in Vision Transylvania County and was accepted to the NC Educators Policy Fellowship, and joining Policy Committee

NC Charter Conference Presenters
- Megan Monk and Stacey Seefeldt - setting up a peer mentorship program at any school
- Jen Iden - AI in Education: Keeping students Safe
- Emily Webb - Supporting students with Autism in General Education using Visual Aids

B. Staff Highlight

C. Opportunity for Public Comment

No one signed up for public comment

III. Committee Reports

A. Finance

Monthly budget, Cash Board, and Encumbered Snapshot discussed
- Goals for Cash on Hand

  • 45 days by end of 2026
  • 60 days 2027-28
  • 75 days 2028-29 (non-improvement year)

Possibility of Endowment Fund mentioned
- Paul and Cara will be working on this
-policies needed, purpose of fund, etc.

Fundraising
- Paver Project
- $25,000 output to fund the project up front. We would charge $150 minimum for the pavers. This would mean we would only need to sell about 167 pavers to pay for the project.

- Giving Day updates and new ideas discussed for the day by Afton Lorenz.

B. Finance Action Items

- Director Spending Limit increase (only for budgeted items) to $10,000
- KLR Grant Retainer
- Paver Project

Paul Cooper made a motion to approve all the Finance Action Items.
Hannah Camenzind seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Governance

- Creating a records destruction policy was discussed
- BOD has the authority to name an Interim Director if something happens to the current Director also discussed
- Talked about School Name Change and what to do about policies, and the policies being linked individually
- Conversation of Strategic Planning spreadsheet creation to track goals and what is being worked on
- Review of Goals and Current Success Plan

D. Governance Action Items

Trish Andrews made a motion to approve the Governance Action Items as presented in the Board Agenda.
Tyree Griffin seconded the motion.
- Released Time for Religious Instruction: approve with clarification of time allotted authorized
- Contract with Transylvania County Schools to provide a Physical Therapist discussed.

The board **VOTED** unanimously to approve the motion.
Trish Andrews made a motion to approve the request to amend the school’s name as presented in the revisions to the charter application and submit the same to the Office of Charter Schools for review and approval.
Tyree Griffin seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Facilities

Projects discussed and Arts/STEM updates

No Actions Items at this time

F. Facilities Action Items

G.

CEO Support and Evaluation

- BOD review Director Goals
- Academic excellence, culture, and attracting and retaining talent were discussed as goals and wins

IV. Director Report

A. Director Report

- We have 440 verified students enrolled on Day 1
- No Academic Snapshot at this time
- We are fully staffed!
- Still advertising for AmeriCorps members
- All tasks are up to date

- September 4 at 4:00pm there will be a ribbon cutting on the back field for playgrounds and launching of Giving Day (Sept. 23).

B. School Director Action Items

Paul Cooper made a motion to approve the School Director Hirings as presented in the Board Agenda.
Tyree Griffin seconded the motion.
The board **VOTED** unanimously to approve the motion.
Paul Cooper made a motion to approving permission for Ted Duncan to submit SRO/Safety/ all Federal Grants on behalf of Brevard Academy.
Tyree Griffin seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Other Business

A. Announcement of Next Meeting

September 16, 2026

B. Upcoming Committee Meetings and Agenda Items

- Finance Committee: School budget, Giving Day, and Investment Policy
- Governance : Destruction of Records policy, and tracking school goals
- Facilities: Projects to accomplish over next year

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 7:11 PM.

Respectfully Submitted,
Paul Cooper

Documents used during the meeting

- budget-vs-actual_brevard-academy_july-2026.xlsx
- budget-vs-actual_brevard-academy_fy2026-final-13th-month.xlsx
- Cash on Hand July 2026.png
- Brevard_Academy_-_Memo_of_Understanding_-_Grant_Retainer_Program__2026-2027.docx.pdf
- Renewal Letter for Entering Cohort 2028 _ 07012026.docx.pdf
- BA-CFA_Bylaws_Revised_11.8.2017 (3).pdf
- Pending BA Policy ________ Released Time for Religious Instruction.docx.pdf
- BA-CFA 4015 Uniform Policy Revised for Houses (1).pdf
- D_9686 Brevard ARTS 072226.pdf
- Brevard Academy Facilites Projects 2026-2027 - Summer and Fall (1).pdf
- 28617646-7352-4309-B7E1-FBF43BA3C112 (1).PNG
- BA386A26-77C4-4A6B-ADB8-6A17FA52C457.PNG
- 26249-New Art Building for Brevard Academy- Change Order Request 03--Board Copy.pdf

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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.