APPROVED

# Brevard Academy

# Minutes

## Monthly Board Meeting

**Date and Time**
Wednesday September 16, 2026 at 5:00 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 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, Brandon Smith, Cara Varney, Hannah Camenzind, Jennifer Silva, Trish Andrews, Tyree Griffin

**Directors Absent**
Paul Cooper

**Ex Officio Members Present**

Ted Duncan

**Guests Present**
Ali Liubenov

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## 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 Sep 16, 2026 at 5:32 PM.

### B. Record Attendance

### C. Pledge of Allegiance

Pepper Ware, Violet Silva, Marshall Edwards, and Ella Whitworth led us in the Pledge of Allegiance.

### D. Approve Meeting Agenda

Trish Andrews made a motion to approve the agenda for this evening.
Abe Pallas seconded the motion.
The board **VOTED** unanimously to approve the motion.

### E. Approve Minutes

Hannah Camenzind made a motion to approve the minutes from Monthly Board Meeting on 08-19-26.
Cara Varney seconded the motion.
The board **VOTED** unanimously to approve the motion.

## II. Regular Meeting Business

### A. Good News

We have a Girls Flag Football Team!

### B. Staff Spotlight

House Leaders came to explain about Sorting Day and the House System. This system is adapted from Ron Clark Academy.

- Sorting Day for the Middle School is tomorrow, and students are very excited and looking forward to seeing which House they will join.

- Isibindi, Altruismo, Reveur, and Amistad are the 4 Houses that we have chosen to incorporate in Brevard Academy.
- Other Middle Schools in the area are also participating in House Systems, so it is a great way to connect with them as well.
- Every House at Brevard Academy will have their own traditions, and earn points for their House. This helps reinforce our Code of Behavior as well.

Mr. Terry explained what the Essential 55 are, and how Ron Clark's grandmother instilled these ideals in his life to make him a better person. It has been a mission for us this year to incorporate the Essential 55 into our day as well. Our students have created a club to record themselves to help teach other students these important lessons.

### C. Opportunity for Public Comment

No one for Public Comment

### D. Mission Moment

Pepper Ware, Ella Whitworth, Violet Silva, and Marshall Edwards led us in a Code of Behavior discussion. They each explained what the Code of Behavior means to them, and how it helps support our students.

## III. Committee Reports

### A. Finance

Hannah Camenzind led the discussion about Finance and Budget review.
- The state started our budget at 423 students, which is where we ended up last year. We are currently averaging 444 students, so our budget will have a surplus of around $110,000 instead of a deficit.
- Giving Day Update: we currently have 2 matching sponsors that are totaling $7,500 so far. BCW Remodel and Silly Goose Embroidery.
- Our Cash on Hand is currently at 42 days

### B. Finance Action Items

Brandon Smith made a motion to Open an account at Stifel to manage the Qualified Charitable Deductions Account. Ted Duncan, the School Director, and Juli Lefler, the Business Manager, both have the authority to manage the account.
Abe Pallas seconded the motion.
It was noted that Juli Lefler's husband is an employee at Stifel, but he will not manage the account.
The board **VOTED** unanimously to approve the motion.

### C. Governance

- Disclosure of possible conflicts of interest

1. Brandon Smith: Wife is employed by Brevard Academy
2. Abe Pallas: is occasionally hired as a substitute teacher for Brevard Academy
3. Jen Silva: Sister is employed by Brevard Academy

A Cardiac Response Plan was discussed, once a policy is created there will be a vote to adopt the policy.
Abe Pallas made a motion to update the Alcohol and Drug Policy.
Tyree Griffin seconded the motion.
The board **VOTED** unanimously to approve the motion.

### D. Governance Action Items

Abe Pallas made a motion to Add Anti-Semitic Language to both our Employee Handbook and Student Code of Conduct as required by the General Assembly.
Brandon Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.
Brandon Smith made a motion to Adopt the School Wellness Policy.
Abe Pallas seconded the motion.
The School Director will report back which other policies the School Wellness Policy covers.
The board **VOTED** unanimously to approve the motion.
Hannah Camenzind made a motion to opt-in to state-provided Staff Parental Leave.
Brandon Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

### E. Facilities

Upcoming Facilities updates were discussed, and there is a spreadsheet with this information as well.

RYSE change orders for additional outlets and Duke Power hook up attached in the agenda.

### F. Facilities Action Items

Brandon Smith made a motion to bundle the Facility Improvement needs. - Shade trees for the Lower Playground (3 river birch trees) - Front Entrance Design only - major change to the front of the building.
Cara Varney seconded the motion.
The board **VOTED** unanimously to approve the motion.

### G. CEO Support and Evaluation

## IV. Director Report

### A. Director Report

Mr. Duncan presented the Director's Report.  He noted a slight improvement in the beginning-of-year data from the previous school year.

### B. School Director Action Items

## V. Other Business

### A. Announcement of Next Meeting

October 21
- 5:00pm Working Session
- 5:30pm Open Meeting

### B. Upcoming Committee Meetings and Agenda Items

- All Committees will go over job descriptions as well and committee descriptions.
- Finance : will begin looking at an Investment Policy and Capitalization Policy at their next meeting, and the Annual Audit will be presented.
- Governance and Facilities Committees will meet as needed instead of monthly

## 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,
Tyree Griffin

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**Documents used during the meeting**

- BA-CFA-2121-Board-Conflict-of-Interest.pdf
- BA-CFA+7070+Nepotism++(1) (1).pdf
- budget-vs-actual_brevard-academy_august-2026.xlsx
- Cash On Hand August 2026.png
- BA-CFA+6001+Internet+Safety+Policy (1).pdf
- BA-CFA-2320-Compliance-of-Open-Meeting-Laws.pdf
- 2026.Cardiac training form.docx
- Attachment+H+-+Alcohol+and+Drug+Policy.docx (1).pdf
- Brevard_Academy_Student_Wellness_Policy (1).docx

- Correct Signature - contract change order.pdf
- 26249-New Art Building for Brevard Academy- Change Order Request 5.pdf
- Front Porch Rendering.pdf
- Playground and Fitness Shade Plan.png
- BOY_26-27 _ Overall _iReady Inform.pdf
- BA 5 Year School Performance Snapshot.pdf
- School Attendance (4).pdf
- Director Report September 2026.pdf
- North Carolina Department of Public Instruction_ School Value-Added EOG_26.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.*