



**Canaan Community Academy
Board Meeting Minutes
October 11, 2018
6:30 p.m.**

Mission Statement: To Ensure Proper and Effective School Management

1. **Call to Order** – The board meeting was called to order by Board President David Herring at 6:30 p.m.
 - A. **Verify Quorum** – Julie Stockman, Kenny Miller, David Herring
 - B. **Moment of Silence**
 - C. **Pledge of Allegiance**
2. **Routine Matters**
 - A. **Approval of Agenda, October 11, 2018, Regular Meeting** – Kenny Miller made a motion to approve the agenda for the October 11, 2018 Regular Meeting. Julie Stockman seconded the motion to approve the agenda for the October 11, 2018 Regular Meeting. Approved 2-0
 - B. **Approval of September 18, 2018 Board Meeting Minutes** – Julie Stockman moved the motion to approve the September 18, 2018, Board Meeting Minutes; Kenny Miller seconded the motion to approve the September 18, 2018, Board Meeting Minutes: Approved 2-0
3. **Presentation by Miss Haley Owens, 3rd Grade Teacher** – Miss Owens presented to the board about her Butterfly Project that she has been working on with her students since the second week of school. She read lots of books to her students. The students learned about monarch butterflies and pictures of the forest that the butterflies migrate to in Mexico. Sonya Faulkner came in and talked to the students about milkweed. Today was the butterfly bash and families were invited to come in for the release of the butterflies. Students displayed what they learned in a skit, song, art, and posters. We had an awesome turnout of parents. Miss O's students would like to build a butterfly garden and plant milkweed.
4. **Chief Administrative Officer Report** – Mrs. Rhonda Pennington
 - A. **Current Student Enrollment** – 125 Students (3 unfunded)
 - B. **Grants**
 - 1) **High Ability/Title II Amendments** – Required minor amendments. Conference/Travel is only allowed if the conference is specific to High Ability Only. In place of the travel we will be ordering Leveled Literacy Intervention Kits.
Title II Amendments - minor amendments and adjustments to budget.
 - 2) **Community Foundation** – We received complete funding for this grant.
 - 3) **School Improvement Grant** – \$50,000 Grant - Due in November
 - C. **Testing**
 - 1) **NWEA** – All testing has been completed.
 - 2) **State Standardized Testing** – Scores are very low.
 - D. **Marketing** – We are continuing what we are doing. WIKI and the Chamber of Commerce are continually sharing our posts and information about the school.
 - E. **Extra-Curricular** – Archery, Robotics, Girls on the Run, and we are getting ready to add Drama Club that Mrs. Hutchinson would like to lead.
 - F. **Field Trips** – Kentucky Science Center for summer challenge field trip. Monday, October 8th the students took a walking field trip to the Canaan Firehouse. Wednesday, October 10th 4th-6th Students took a field trip to the Falls of the Ohio.
 - G. **Parent-Teacher Conferences** – Conferences were held on Monday, October 8, 2018. We changed the conferences to one day this year. Parents and teachers seemed satisfied and it went well. We offered beyond the bell free of charge during the conferences and had 38 students take advantage.

- H. Configurations** – Due to a decrease in enrollment, we will be reconfiguring and combining the two classes into one. Mrs. Fennig will be the lead teacher and Ms. Owens will be co-teaching. This change will begin after Fall Break. We will be talking to the students and sharing the change with them tomorrow. We will be calling parents and sending a letter home with students as well. The current 5th grade room will be used as a STEAM (Science, Technology, Engineering, Arts, and Math) Lab. Students will begin using the STEAM Lab after Fall Break. Staff has already been sharing requests for materials for the STEAM lab.
- I. Potential Board Member** – Ronnie Lee has expressed interest in becoming a board member.
- 5. Chief Operations Officer Report** – Miss Megan Ritz
 - A. Accounts Payable Voucher Registry** – All board members must sign-off on the Accounts Payable Voucher Register for September 2018 for Greggs and Reid CPAs. The Accounts Payable Voucher Register for September is attached to this report for all board members to have a record of vouchers that have been written and paid.
 - B. Transportation Update** – The Fall 2018 Bus Inspections were completed on September 20, 2018. Both buses passed the inspection. The only recommendation was to have the muffler replaced on Bus 16. This will be completed by Larry’s Truck Service on Fall Break.
 - C. Facility** – The boiler has been repaired by Sightler Services and is in working condition at this time. They are working to determine a way to have the temperature controlled by thermostats.
- School Calendar for 2019/2020** – The 2019/2020 School Year Calendar was presented to the board.
- 6. Finance Committee Report** – Kenny Miller stated that there are no discrepancies or abnormalities in the September Financials.
- 7. Action Items**
 - A. 2019/2020 School Year Calendar** – Julie Stockman moved the motion to approve the school calendar for the 2019/2020 School Calendar. Kenny Miller seconded the motion. Approved 2-0
- 8. Public Comments** – Amber Miller commented that everyone is doing great.
- 9. Board Member Comments** – David Herring stated that it’s nice to have good board meetings. Kenny Miller only hears positive things about the school. Julie Stockman asked about possibly writing an article for the RoundAbout about the new STEAM Classroom and MakerSpace.
- 10. Adjournment** – The Board Meeting was adjourned by Board President, David Herring, at 7:40 p.m.

Board Secretary Approval: _____

Date: _____

Notes taken and submitted by:

Megan Ritz, Chief Operations Officer