



**Canaan Community Academy
Board Meeting Minutes
November 12, 2020
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 6:12 p.m.
 - 1) **Verify Quorum** – Kenny Miller, David Herring, Julie Stockman,, Nickie Backus, Jerry Eaton
 - 2) **Moment of Silence**
 - 3) **Pledge of Allegiance**
2. **Routine Matters**
 - 1) **Approval of Agenda, November 12, 2020, Regular Meeting** – Nickie Backus moved the motion to approve the Board Meeting Agenda for November 12, 2020. Julie Stockman seconded the motion to approve the Board Meeting Agenda for November, 12 2020. Approved 4-0
 - 2) **Approval of October 8, 2020 Board Meeting Minutes** – Kenny Miller moved the motion to approve the October 8, 2020, Board Meeting Minutes; Jerry Eaton seconded the motion to approve the October 8, 2020, Board Meeting Minutes: Approved 4-0
3. **Chief Administrative Officer Report** – Mrs. Rhonda Pennington
 - 1) **Student Enrollment** – 141 Students KA-16, KB-14, 1-19, 2-18, 3-21, 4-20, 5-18, 6-15
 - 2) **Marketing** – Social media-Facebook
 - 3) **Grants** –
 - 1) **Geers** – Received contract
 - 2) **Title II** – Waiting on contract
 - 3) **Title I** – Being finalized. Significant increase. Up to \$72,000.
 - 4) **Personnel – (Action Item)**
 - 1) **Restructuring of Position**– Cleaning classrooms is an issue due to students being in the classrooms all day. Less opportunity to clean due to students having lunch and specials in their rooms. Will offer a night or after school position to Tammy Ritz and bring back to December 2020 meeting.

2) **Maternity Leave-(Action Item)**-Staff need a minimum of 6 weeks off with a maximum of 12 weeks. Can return at 4 weeks if released by their doctor. Anything longer than 12 weeks requires board approval.

5) Policy Review (Potential Action Item)

1) **Child Abuse Reporting Procedure-** All suspected child abuse must be reported to authorities. CAO should be notified of all concerns for child safety.

2) **Staff Days Off-** The use of days off by staff cannot be used the day before or after a break unless there is medical or bereavement documentation. All requests in conflict with this procedure must be board approved at least one month before day off.

6) Testing

1) **Testing**

2) **NWEA** – Fall 2020 Testing Session Completed

3) **IREAD** – Spring 2021

4) **ILEARN** – All Staff completed training.

7) Curriculum/Professional Development

1) **Five-Star Solutions** – Staff PD ongoing training.

8) Remote Learning-

1) Currently remote learning until November 30, 2020. If the county goes to red and we have to extend remote learning we might consider moving our breaks up. We will also provide meals to students.

2) Only have enough chromebooks to give 4th-6th grade. K-3 will work from class DOJO and packets of work. New Chromebooks scheduled to be delivered in March 2021.

9) **Charter Amendment – 7th and 8th Grade (Action Item)** – Parents continue to request these classes. We will continue making monthly requests.

4. Chief Operations Officer Report

1) **Accounts Payable Voucher Register for October 2020** – The Accounts Payable Voucher Register for October 2020 is not yet ready. Accounts Payable Voucher Register for September 2020 is ready to be signed.

2) **Transportation** – Bus 38 had the rub rails replaced and is back in service. Bus 18 is currently being looked at for a mechanical issue and will have routine service completed while in the shop. Bus 16 will go for rub rails and service when Bus 18 is completed. We hope to have all buses routine services completed between now and when we return from Christmas Break.

5. Finance Committee Report –increased balance

6. Public Comments – None

7. Action Items

1) **Personnel** – Discuss plan with Tammy to adjust her hours or schedule and present to board in December.

2) **Policy Review**-Julie Stockman moved the motion to approve a minimum of 6 weeks of Maternity leave and a maximum of 12 weeks. Can return at 4 weeks with a doctor's release and anything longer than 12 weeks will need board approval. Nickie Backus seconded the motion for maternity leave. Approved 4-0.

3) Charter Amendment 7th and 8th Grade – Jerry Eaton moved the motion to approve the submission of the Charter Amendment for 7th and 8th Grade to Ball State University. Kenny Miller seconded the motion to approve the submission of the Charter Amendment for 7th and 8th Grade to Ball State University.

Approved 4-0

8. Board Member Comments – Nickie Backus said she appreciates the support from Patty Lee and for Sarah stepping up and leaning things quickly. Sarah has kept things moving. Everyone is doing a great job. Glad Rhonda is back on her feet

9. Adjournment – The Board Meeting was adjourned by Board President, David Herring, at 6:51 pm.

Board Secretary Approval:

Date:

Notes taken and submitted by:

Sarah Kernan, Chief Operations Officer

