



**Canaan Community Academy  
Board Meeting Minutes  
September 12, 2019  
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 Vice President Kenny Miller at 6:30 p.m.
  - A. **Verify Quorum** – Jerry Eaton, Kenny Miller, Julie Stockman, Nickie Backus
  - B. **Moment of Silence**
  - C. **Pledge of Allegiance**
2. **Routine Matters**
  - A. **Approval of Agenda, September 12, 2019, Regular Meeting** – Nickie Backus made a motion to approve the agenda for the September 12, 2019 Regular Meeting. Jerry Eaton seconded the motion to approve the agenda for the September 12, 2019 Regular Meeting. Approved 3-0
  - B. **Approval of August 8, 2019 Board Meeting Minutes** – Jerry Eaton moved the motion to approve the August 8, 2019, Board Meeting Minutes; Julie Stockman seconded the motion to approve the August 8, 2019, Board Meeting Minutes: Approved 3-0
3. **Chief Administrative Officer Report** – Mrs. Rhonda Pennington
  - A. **Current Student Enrollment** – 163 Students (13 Non-Funded)
  - B. **Grants**
    - 1) **High Ability** - \$18,000
    - 2) **REMC** - \$2,500 for Greenhouse
    - 3) **Early Literacy** - \$853.85
  - C. **Testing**
    - 1) **ILEARN** – Hold Harmless (means we will lose the charter monies a second year due to freezing school grade. This is the first year that the school grade was tied to SBOE monies meaning we lost \$40,000.00 and will again next year too.
    - 2) **NWEA** – Will begin next week
  - D. **Festival** – See Handouts – Fundraiser – Touch-A-Truck will have 9 different vehicles, some of which will provide free handouts for guests. The festival is intended to be a fundraiser. Every classroom will have a float in the parade, every student will have a postcard that will be mailed, and students have also had the opportunity to enter a drawing in the Chief White Eye Contest.
  - E. **Staffing** – Reduction of hours for one non-certified, starting the 23rd (Missed 3.5 Days so far this year, 41 days missed last year)  
Interviews going well for kitchen staff.
  - F. **Facility** – \$2,477 for the steam table repair. The estimate from the same company on the dishwasher is \$625 for the parts to repair the dishwasher. The parts for the oven are about \$1400, without labor. We need more quotes for repair to the kitchen equipment. We will be getting the quotes. Boonie's was able to install a brine tank for \$125 to the water softener, which will help the dishwasher.
4. **Chief Operations Officer Report** – Miss Megan Ritz
  - A. **Accounts Payable Voucher Register for August** – All board members must sign-off on the Accounts Payable Voucher Register for August 2019 for Greggs and Reid CPAs. The Accounts Payable Voucher Register for August is attached to this report for all board members to have a record of vouchers that have been written and paid.
  - B. **Transportation** – Bus 16, 17, 38 were inspected at Madison Bus Garage on August 21, 2019. All buses passed inspection. The Drug and Alcohol Audit for transportation took place at CCA on August 22, 2019 and all paperwork was correct. The new bus routes will begin on Monday. A copy of the bus

routes and times are attached. These times will continue to be adjusted as drivers begin driving the routes.

- 5. **Finance Committee Report** – There are no discrepancies or abnormalities in the August Financials.
- 6. **Public Comments** – Becky Bear, parent of students expressed concerns regarding the safety of her children.
- 7. **Board Member Comments** – Jerry Eaton stated that we should set aside some of the professional development money for training for specials teachers in how to handle students, since they may not have the same relationship with students.

Julie Stockman thanked the parent for being at the board meeting and for trying to work through this.

- 1. **Adjournment** – The Board Meeting was adjourned by Board Vice President, Kenny Miller at 8:28 pm.

Board Secretary Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Notes taken and submitted by:  
Megan Ritz, Chief Operations Officer