



**Canaan Community Academy  
Board Meeting Minutes  
April 9, 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 6:38 p.m.
  - 1) **Verify Quorum** – Kenny Miller, Jerry Eaton, David Herring, Nickie Backus, Julie Stockman
  - 2) **Moment of Silence**
  - 3) **Pledge of Allegiance**
2. **Routine Matters**
  - 1) **Approval of Agenda, April 9, 2020, Regular Meeting** – Kenny Miller made a motion to approve the agenda for the April 9, 2020 Regular Meeting. Jerry Eaton seconded the motion to approve the agenda for the April 9, 2020 Regular Meeting. Approved 4-0
  - 2) **Approval of March 12, 2020 Board Meeting Minutes** – Jerry Eaton moved the motion to approve the March 12, 2020, Board Meeting Minutes; Nickie Backus seconded the motion to approve the March 12, 2020, Board Meeting Minutes: Approved 4-0
3. **Chief Administrative Officer Report** – Mrs. Rhonda Pennington
  - 1) **Current Student Enrollment** – 19/20 school year: JS-20, K-23, 1-20, 2-21,3-22, 4-21, 5-15, 6-13 total 155  
20/21 school year: JS-13, K-24 (some will need to move to JS or have enough for 2 K), 1-23, 2-19,3-21, 4-20, 5-20, 6-11 total 151
  - 2) **Marketing** – Virtual enrollment campaign, Radio ads, Promotional video, Press release
  - 3) **Pandemic** –
    - a) Continuing Education Plan must be submitted by 4-17-20. See addition to current attendance practices (vote required for this update to attendance policy)
    - b) Also trying to finalize how to address needs of students with IEP's. Students receiving speech and occupational therapy services are the most challenging.
    - c) Use Class DOJO and STREAM (science, technology, reading, engineering, art, math) kits/activities. Kits being delivered Tuesday.
    - d) Communication: letters, phone calls, emails, messenger
    - e) Preparing additional resources for families
    - f) Grab N Go Meals
      - a. Open sites: Woodside, Dupont, Madison Village, School
      - b. Delivery our students only with permit
      - c. Safeguards: PPE, reduced contact, social distancing
      - d. Signed form
  - 4) **Grants** –
    - a) Title I for next year complete \$25,000
    - b) Title IV due May 1 \$40,000.00
    - c) CARES \$22,792 .86 estimated, won't receive till summer
    - d) Meals \$3000.00
  - 5) **Testing**
    - a) **NWEA** – Fall 2019 and Winter 2020 Testing Sessions completed
    - b) **ILEARN** – Canceled for Spring 2020
    - c) **IREAD 3** – Canceled for Spring 2020

4. **Chief Operations Officer Report** – Miss Megan Ritz
  - 1) **Accounts Payable Voucher Register for March** – All board members must sign-off on the Accounts Payable Voucher Register for March 2020 for Greggs and Reid CPAs. The Accounts Payable Voucher Register for March is attached to this report for all board members to have a record of vouchers that have been written and paid.
5. **Finance Committee Report** – There are no discrepancies or abnormalities in the March Financials.
6. **Public Comments** – None
7. **Action Items**
  - 1) **Attendance Policy** – Julie Stockman approved the addition to the Attendance Policy to include information regarding Emergency Continuing Education. Nickie Backus seconded the addition to the Attendance Policy to include information regarding Emergency Continuing Education.  
Approved 4-0
8. **Board Member Comments** – No Board Member Comments
9. **Adjournment** – The Board Meeting was adjourned by Board President, David Herring, at 7:27 pm.

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

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

Notes taken and submitted by:

Megan Ritz, Chief Operations Officer