



**Canaan Community Academy
Board Meeting Minutes
August 12, 2021
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 6:40 p.m.
 - 1) **Verify Quorum** – Kenny Miller, David Herring, Jerry Eaton, Nickie Backus, Julie Stockman
 - 2) **Moment of Silence**
 - 3) **Pledge of Allegiance**
2. **Routine Matters**
 - 1) **Approval of Agenda, August 12, 2021, Regular Meeting** –Kenny Miller moved the motion to approve the agenda for August 12, 2021. Jerry Eaton seconded the motion to approve the agenda for August 12, 2021. Approved 4-0
 - 2) **Approval of June 10, 2021 Board Meeting Minutes** – Nickie Backus moved the motion to approve the June 10, 2021, Board Meeting Minutes. Jerry Eaton seconded the motion to approve the June 10, 2021, Board Meeting Minutes. Approved 4-0
 - 3) **Approval of July 22, 2021 Board Meeting Minutes**- Jerry Eaton moved the motion to approve the July 22, 2021, Board Meeting Minutes. Kenny Miller seconded the motion to approve the July 22, 2021, Board Meeting Minutes. Approved 4-0
3. **Chief Administrative Officer Report** – Mrs. Rhonda Pennington
 - 1) **Student Enrollment:** 142
 - 2) **Communication/Marketing:**
 - 1) Social Media
 - 2) Billboard
 - 3) “Landlab of Canaan” Chamber Ribbon Cutting
 - 4) Website
 - 3) **Grants:**
 - 1) Title 1- \$75,276.79
 - 2) CSP- competitive \$490,000.00
 - 3) Student Learning Recovery Grant- pending review \$101,000.00
 - 4) **Testing:**

- 1) NWEA, Fall
- 2) IREAD, Spring
- 3) ILEARN, Spring
- 5) Line of Credit: (Action Item)**
 - 1) Start application process
- 6) Curriculum/Professional Development:**
 - 1) Teachers finishing micro-credentialing and preparing for STEM certification
 - 2) Google certification
 - a. Level 1 (all)
 - b. Level II (1 staff member)
 - 3) CPI (Crisis Prevention Intervention instructor training)
 - 4) Instructor Trainer completed this summer
 - a. Paid for by ESSER II grant
 - b. Train all staff in fall
- 7) Staffing:**
 - 1) K-Ms. Aubrey & K-Ms. Angela, 1-Ms. Messer & Ms. Evans, 2-Mrs. Scroggins, 3-Mrs. Tunny, 4-Mrs. Hutchinson, 5-Mrs. Fennig, 6-Mrs. Watkins, 7-Mr. McClure
 - 2) Title I- Ms. Stucker & Mrs. Hopper,
 - 3) Special Ed.- Mrs. Fox , Ms. Rachel & Ms. Biddenger
 - 4) Specials-Mr. Robert, Ms. Jamie, Mrs. Kelly (interventionist also) & Ms. Patty/Ms Ashely=-Minds & Body (student mentor & social skills)
 - 5) Support staff-Ms. Lara
 - 6) Maintenance-Jake Allard
 - 7) Buses-Michele Pennington, Patty Spillman, Bill Gregg, & Ashley Vest (secretary)
- 8) Insurance:**
 - 1) Certificate needed to place gas tank
 - a. contract/waiver of liability
- 9) Exit Procedure: (Action Item)**
 - 1) Require an exit interview
 - 2) Keys & chromebook must be given to an Administrator and signed in
 - 3) Inventory of room completed and signed off by Administrator and employee leaving
 - 4) Final check will be mailed
- 10) Modular:**
 - 1) Location (verifying property lines/easement)
 - a. Terry Rowlett
 - 2) Siding change
- 11) Fundraisers: (Action Items)**
 - 1) NUCOR ATV/Jeep ride- \$8,000.00
 - a. May 14, tentative date for spring
 - 2) Fall Festival (float, theme, Wizard of Oz)
- 12) First Week:**

- 1) Back to School Roundup
- 2) Ribbon Cutting
- 3) First Day

4. Chief Operations Officer Report

1) Facilities

- 1) 3 new A/C units have been installed
- 2) 3 more scheduled for installation

2) Transportation

- 1) Bus 20, 28 passenger has arrived

3) Nutrition

1) Indiana Department of Education Meal Pattern Waiver Form

- a. Allow flexibility with state approval for meeting dietary specifications and serving required meal components due to possible food shortages or supply chain disruptions

4) Accounts Payable Voucher Register for March and June 2021

5. Finance Committee Report: Balanced shared by the Treasurer.

6. Public Comments- Terry Rowlett shared information about Food for Thought Outreach at the Indian-Kentuck Baptist Church Annex.

7. Action Items

- 1) **Line of Credit-** Kenny Miller moved the motion to start the application process. Nickie Backus seconded the motion to start the application process. Approved 4-0
- 2) **Exit Procedure-** Nickie Backus moved the motion to create an exit procedure and add it to the Staff Handbook. Jerry Eaton seconded the motion to create an exit procedure and add it to the Staff Handbook. Approved 4-0
- 3) **Fundraisers-** Kenny Miller moved the motion to accept the date of May 14, 2022 for the Nucor ATV/Jeep ride and to work booths at the Canaan Fall Festival in September for 20% of proceeds. Nickie Backus seconded the motion to accept the donations from OVE/IKE and the softball tournament fundraiser. Approved 4-0

8. Board Member Comments –

9. Adjournment– The Board Meeting was adjourned by Board President, David Herring, at 7:57 p.m.

Board Secretary Approval:



Date: 11-11-21

Notes taken and submitted by:

Kristi Allard, Chief Operations Officer