



**Canaan Community Academy  
Board Meeting Minutes  
August 14, 2024  
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 6:45 p.m.
  - 1) **Verify Quorum** – David Herring, Kenny Miller, Jenny Lyon, Angela Record
  - 2) **Moment of Silence**
  - 3) **Pledge of Allegiance**
2. **Routine Matters**
  - 1) **Approval of Agenda, August 14, 2024, Regular Meeting** – Angela Record moved the motion to approve the agenda for August 14, 2024. Kenny Miller seconded the motion to approve the agenda for August 14, 2024. Approved 3-0
  - 2) **Approval of June 12, 2024 Board Meeting Minutes** – Jenny Lyon moved the motion to approve the June 12, 2024, Board Meeting Minutes. Kenny Miller seconded the motion to approve the June 12, 2024, Board Meeting Minutes. Approved 3-0
3. **Chief Administrative Officer Report**
  - 1) Enrollment
    - 1) 202
  - 2) Networking/Marketing
    - 1) Radio
    - 2) Social Media
    - 3) Billboard/Sign
  - 3) Grants
    - 1) Titles (Pre-Application, I, II, IV & REAP)
      - a. In progress
    - 2) 21st Century Grant
      - a. After school program- \$300,000.00- submitting tomorrow
  - 4) Testing
    - 1) NWEA
      - a. Given 3 times a year, one will be given as early as possible
    - 2) IREAD
      - a. Given in the Spring, changes in legislation will now require all students who do not pass to remain in 3rd (including students with IEPs)
    - 3) ILEARN
      - a. Given in the Spring (this will be the first one testing with the new standards)
  - 5) Remediation/Enrichment (fluidity)
    - 1) Dedicated 30 minutes Monday-Friday
    - 2) Orton Gillingham & Fountas & Pinnell
    - 3) ALEKS new online program for independent math
      - a. STEM grant

- 6) Ball State
  - 1) Mid-cycle review- onsite September 30
- 7) Auditors
  - 1) Onsite October 1
- 8) Handbook
  - 1) Amend to add athletics (Action Item)
    - a. Maintain a passing grade
- 9) Curriculum: Realigning due to state changes
  - 1) Priority standards
    - a. Supporting standards
    - b. Essential questions
    - c. Units of Study
  - 2) Vertical/horizontal I Articulation
  - 3) UFLI (Readers) will be added to daily instruction with the Wonders textbooks
    - a. Phonics
  - 4) Changes to Math, Khan Academy & Eureka
    - a. Supplement
  - 5) Science Generation Genius and Kahn Academy
- 10) Field Trip Reminder (50/50 raffle and school fair fund these)
  - 1) K Louisville Zoo
  - 2) 1 Kids Commons
  - 3) 2 Newport Aquarium
  - 4) 3 Huber Farms
  - 5) 4 Kentucky Science Center
  - 6) 5 Farmington Historic Plantation
  - 7) 6 Camping
  - 8) 7 Charleston, SC
  - 9) 8 Washington, DC
- 11) Professional Development
  - 1) SIMBE (Digital Learning) AI staff reflection demonstration & instructional coaches (STEM grant)
  - 2) Timothy Walker (Teach Like Finland audiobook available for free if you have Amazon Prime) August 5 & 6- feedback
- 12) Finance (Action Item)
  - 1) German American Accounts
    - a. Rates have dropped.
    - a) Options
- 13) Annual Evaluation Policy (Action Item)
  - 1) Update annually to qualify for the TAG grant
- 14) Staffing:
  - 1) Title: Teresa
  - 2) Title: LaVerne
  - 3) Title: Patrice (testing coordinator)
  - 4) Title: Bre (maternity leave)
  - 5) Special Education: Lisa (5-8)

- 6) Special Education: Angela (K-4) Orton Gillingham
- 7) K Tyla
- 8) 1 Danielle (mentor)
- 9) 1 Michele (mentor)
- 10) 2 Natalie
- 11) 3 Amanda
- 12) 3 Melissa (mentor)
- 13) 4 Angie
- 14) 5 Cheryl
- 15) Science: Aubrey/Melissa N (mentor)
- 16) Math: Josh
- 17) SS: Aubrey, Josh, Cindie
- 18) LA: Rachael, Cindie (mentor)
- 19) Spanish: Michele E
- 20) Curricular Coordinator: Cindie
- 21) Instructional Assistants: Lara (art), Brittany, Denise, Kirsten, Bill (gardening)
- 22) Music: Robert
- 23) SEL: Rachel (CPI Instructor) Behavior Interventionist & Patty- Student Mentor (TBRI)  
Healthy Minds & Body
- 24) Athletic Director: Scott Davidson (also healthy bodies)
- 25) Custodial/Maintenance: Brenda, Bill
- 26) Drivers: Bill, Ashley, Patty S., Brittany, Brenda R.
- 27) Administrative Assistant: Ashley
- 28) Administration: Rhonda, Kristi
- 15) Systemic Structure alignment Feedback
  - 1) Finnish Model
  - 2) 45/15
  - 3) Family Style meal
  - 4) Fun Fridays: Staff/student interests
- 16) Fundraising
  - 1) Hog w/processing raffle September (funds the school store)
  - 2) 50/50 raffle December (funds field trips)
  - 3) Scholarship envelopes (memory/honor)
  - 4) Fair (funds field trips)

#### **4. Chief Operations Officer Report**

- 1) Facility
  - 1) Roof completed
- 2) Transportation
  - 1) Bus Inspection in September
- 3) Finance
  - 1) AP Voucher Register for May 2024 & June 2024 to be signed by all board members
  - 2) April, May & June Financial Reports (shared electronically)
- 4) HR
  - 1) Time Off Request (Action Item)
    - a. Ashley Fullenkamp
    - b. Rhonda Pennington

#### **5. Finance Committee Report- Shared balance.**

**6. Public Comments-** Devin & Abby Vest would like a stop added to the Hanover route.

**7. Action Item**

- 1) New Board member- Jenny Lyon moved the motion to accept Roger Stratton as a new board member. Kenny Miller seconded the motion to accept Roger Stratton as a new board member. Approved 3-0.
- 2) Handbook- Angela Record moved the motion to add athletics to the Student Handbook. Jenny Lyon seconded the motion to add athletics to the Student Handbook. Approved 3-0.
- 3) Finance- Kenny Miller moved the motion to approve the opening of a Fixed Income investment account with German American Bank and Rhonda Pennington, Chief Administrative Officer, Kristi Allard, Chief Operations Officer and Kenny Miller, Chairman of the Finance Committee to have access to it. Jenny Lyon seconded the motion to approve the opening of a Fixed Income investment account with German American Bank and Rhonda Pennington, Chief Administrative Officer, Kristi Allard, Chief Operations Officer and Kenny Miller, Chairman of the Finance Committee to have access to it. Approved 2-0, Angela Record abstained and will have someone else manage the account to avoid a conflict of interest.
- 4) Annual Evaluation Policy- Kenny Miller moved the motion to approve the Annual Evaluation Policy. Angela Record seconded the motion to approve the Annual Evaluation Policy. Approved 3-0.
- 5) Time Off- Angela Record moved the motion to approve Ashley Fullenkamp and Rhonda Pennington's time off requests. Jenny Lyon seconded the motion to approve Ashley Fullenkamp and Rhonda Pennington's time off requests. Approved 3-0.

**8. Board Member Comments-** None.

**9. Adjournment-** Jenny Lyon moved the motion to adjournment. Kenny Miller seconded the motion to adjournment. Approved 3-0. The Board Meeting was adjourned by Board President, David Herring, 8:57 p.m.

Board Secretary Approval:

Date:

*Jennifer L. Lyon*  
8-28-24