



**Canaan Community Academy  
Board Meeting Minutes  
August 6, 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 Vice President, Kenny Miller, at 6:37 p.m.
  - 1) **Verify Quorum** – Kenny Miller, Julie Stockman, Jerry Eaton, Nickie Backus
  - 2) **Moment of Silence**
  - 3) **Pledge of Allegiance**
2. **Routine Matters**
  - 1) **Approval of Agenda, August 6, 2020, Regular Meeting** – Julie Stockman made a motion to approve the agenda for the August 6, 2020 Regular Meeting. Jerry Eaton seconded the motion to approve the agenda for the August 6, 2020 Regular Meeting. Approved 3-0
  - 2) **Approval of June 11, 2020 Board Meeting Minutes** – Nickie Backus moved the motion to approve the June 11, 2020, Board Meeting Minutes; Jerry Eaton seconded the motion to approve the June 11, 2020, Board Meeting Minutes: Approved 3-0
3. **Chief Administrative Officer Report** – Mrs. Rhonda Pennington
  - 1) **Student Enrollment** – 163 students  
Kindergarten one-18 (four online), Kindergarten two-17, First-21 (two online), Second-20 (three online), Third-25 (3 online & one attending partial day), Fourth-22(one online all year),Fifth-22 (three starting online), Sixth-18 (two online all year)
  - 2) **Marketing** –
    - 1) Social Media
    - 2) Bill Board
  - 3) **Grants** –
    - 1) REMC - \$2,500 – Waiting for approval
    - 2) Innovation Grant - \$80,000 – Waiting for approval
  - 4) **Testing** –
    - 1) NWEA – Fall 2020
    - 2) ILEARN – April 19 - May 14, 2021
    - 3) IREAD 3 – March 8 – March 19, 2021
  - 5) **Curriculum** –
    - a. Curriculum LA & Math ready
    - b. Staff completing Professional development for Eureka and the new reading series
  - 2) Refined the specials classes:
    - a. Gardening will now be Gardening & Healthy Eating
    - b. Physical Education and Character Education are being merged into Minds & Body
  - 3) Seventh & Eighth Grade (Action Item)
    - a. Parents continue to request these classes
      - a) Will start making monthly request
- 6) **Sick Bank**
  - 1) COVID-19 Proposed Policy (Action Item)
  - 2) Quarantine
- 7) **Chromebook Handbook Addendum (Action Item)**

- 1) Remote learning: 18 students/11%
- 8) **Back-to-School Night**
  - 1) Scheduled times for families
- 9) **Facility**
  - 1) Landscaping – Complete
  - 2) Tile – Complete
  - 3) Repairs/Maintenance
    - a. Air Conditioning - Complete
    - b. Parking Lot – Complete
    - c. Roof - Complete
  - 4) Playground
    - a. Musical play in the works
  - 5) School-wide Speaker System – Classrooms complete, common areas need finishing- scheduled to be completed Sunday
- 10) **Therapy Dog (Action Item)**
  - 1) Test date Sept. 29
  - 2) Permission to bring her prior to test
4. **Chief Operations Officer Report – Miss Megan Ritz**
  - 1) **Accounts Payable Voucher Register for March, April, May, June** – All board members must sign-off on the Accounts Payable Voucher Register for March 2020, April 2020, May 2020, and June 2020 for Greggs and Reid CPAs.  
July Financials have not been received due to the meeting being held a week earlier.
  - 2) **Transportation** – Bi-Annual Kingpin and Brake Inspection has been completed on all buses. Drug and Alcohol Audit has been completed with no findings. Bi-Annual Inspection will be completed on Bus 16, 17, 38 as soon as it is scheduled by the Indiana State Police.
5. **Finance Committee Report** – There are no discrepancies or abnormalities in the June Financials.
6. **Public Comments** – None
7. **Action Items**
  - 1) **1:1 Chromebook Program Handbook and Agreement** – Julie moved the motion to approve the Chromebook Program Handbook and Agreement with the changes regarding the addition of the Chromebook charger cost, parents are responsible for the cost of replacement, and that if parents choose to take the Chromebook home for virtual learning purposes that they assume full responsibility for the Chromebook. Nickie Backus seconded the motion approve the Chromebook Program Handbook and Agreement with the changes regarding the addition of the Chromebook charger cost, parents are responsible for the cost of replacement, and that if parents choose to take the Chromebook home for virtual learning purposes that they assume full responsibility for the Chromebook. Approved 3-0 A copy of the approved policy is attached to the August 6, 2020 Board Meeting Minutes.
  - 2) **Kenzie – Therapy Dog** – Julie Stockman moved the motion to allow Rhonda Pennington to bring her dog, Kenzie, to Canaan Community Academy contingent on insurance company stating that it is not an additional liability. Jerry Eaton seconded the motion to allow Rhonda Pennington to bring her dog, Kenzie, to Canaan Community Academy contingent on insurance company stating that it is not an additional liability. Approved 3-0
  - 3) **7<sup>th</sup> and 8<sup>th</sup> Grade Amendment Request** – Nickie Backus moved the motion to submit the request to Ball State University to amend the charter to add 7th and 8th grade. Julie Stockman seconded the motion to submit the request to Ball State University to amend the charter to add 7th and 8th grade. Approved 3-0
  - 4) **Sick Bank** – Nickie Backus moved the motion to approve the COVID-19 Sick Bank Policy. Julie Stockman seconded the motion to approve the COVID-19 Sick Bank Policy. Approved 3-0 A copy of the approved policy is attached to the August 6, 2020 Board Meeting Minutes.
8. **Board Member Comments** – Kenny Miller asked about the possibility of filters added to the air conditioners to capture the virus.
9. **Adjournment** – The Board Meeting was adjourned by Board Vice President, Kenny Miller, at 7:56 pm.

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

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

Notes taken and submitted by:

Megan Ritz, Chief Operations Officer