



**Canaan Community Academy
Board Meeting Minutes
December 09, 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 6:34 p.m.
 - 1) **Verify Quorum** – Kenny Miller, David Herring, Nickie Backus, Jerry Eaton
 - 2) **Moment of Silence**
 - 3) **Pledge of Allegiance**
2. **Routine Matters**
 - 1) **Approval of Agenda, December 09, 2021, Regular Meeting** –Kenny Miller moved the motion to approve the agenda for December 09, 2021. Nickie Backus seconded the motion to approve the agenda for December 09, 2021. Approved 3-0
 - 2) **Approval of November 11, 2021, Board Meeting Minutes** – Jerry Eaton moved the motion to approve the November 09, 2021, Board Meeting Minutes. Kenny Miller seconded the motion to approve the November 11, 2021, Board Meeting Minutes. Approved 3-0
3. **Chief Administrative Officer Report** – Mrs. Rhonda Pennington
 - 1) **Student Enrollment:** 132 (4 unpaid) a new student enrolled this week
 - 1) Campaign
 - a. Parent testimonials
 - b. Press Releases
 - c. Events
 - d. Flyers
 - e. Social Media
 - f. Parade (Christmas)
 - 2) **Grants:**
 - 1) Title comparability report approved
 - 2) Grant amendments
 - a. Salaries
 - 3) TAG 14,447.00 (can be used for teachers only that were here last year.) waiting for details
 - a. Stipends

- a) Give a day(s) as discussed at the last board meeting
(Action Item)
 - 3) **Leave Requests (Action Item)**
 - 1) Watkins
 - 2) Pennington
 - 4) **SBOA/ADM (Action Item)**
 - 1) Procedure
 - 5) **Special Education Finding**
 - 1) IDOE reconfiguration of matrix
 - 6) **Finance**
 - 1) Budget
 - 2) Friendship Bank
 - 3) Line of Credit (Action Item)
 - a. German American
 - 7) **Modular:**
 - 1) Update
 - a. Footers scheduled to begin 12/21/21
 - 8) **Curriculum**
 - 1) Team Meeting
 - a. SEL
 - b. College & Career Readiness
 - c. STEM certification
 - 9) **Ball State**
 - 1) Site visit
 - 2) Board follow up January
 - 10) **Board Member selection procedure: (Action Item) (Board input)**
 - 1) Qualifications
 - a. Education background and or business experience
 - b. Vested interest in school
 - a) (we have students from all of Jefferson, Switzerland, and Ripley county)
 - 2) Interview Process (suggestion)
 - a. Application
 - b. Interview
 - c. Check references
 - d. Background check
 - e. Board vote
 - 3) Board Job Descriptions see bylaws
 - 4) Materials
 - a. Terry dropped off Charter/bylaw/board book
 - 5) Other
 - 11) **Board Officer Elections (requirement)**
 - 1) January vote
4. **Chief Operations Officer Report**
- 1) **Accounts Payable Vouchers from Greggs and Reid CPAs**
 - 1) August 2021 and September 2021

- 2) **Shared-First Quarter Financial Statement 2021**
5. **Finance Committee Report:** Balanced shared by the Treasurer.
6. **Public Comments-** None.
7. **Action Items**
 - 1) **Leave Requests-** Jerry Eaton moved the motion to accept the leave requests. Nickie Backus seconded the motion to accept the leave requests. Approved 3-0.
 - 2) **SBOA/ADM-** Jerry Eaton moved the motion to accept the updated ADM procedure. Kenny Miller seconded the motion to accept the updated ADM procedure. Approved 3-0.
 - 3) **Finance- Tabled.**
 - 4) **Board Member Selection Process- Tabled.**
 - 5) **Additional Days Off-** Kenny Miller moved the motion to give staff an additional 2 days of time off for this school year. Nickie Backus seconded the motion to give staff an additional 2 days of time off for this school year. Approved 3-0.
8. **Board Member Comments** – None.
9. **Adjournment**– The Board Meeting was adjourned by Board President, David Herring, at 8:11 p.m.

Board Secretary Approval: *Nickie Backus*

Date: *1-13-22*

Notes taken and submitted by:

Kristi Allard, Chief Operations Officer