



**Canaan Community Academy
Board Meeting Minutes
February 13, 2023
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 6:50 p.m.
 - 1) **Verify Quorum** – David Herring, Kenny Miller, Jenny Lyon, Nickie Backus
 - 2) **Moment of Silence**
 - 3) **Pledge of Allegiance**
2. **Routine Matters**
 - 1) **Approval of Agenda, February 13, 2023, Regular Meeting** – Kenny Miller moved the motion to approve the agenda for February 13, 2023. Jenny Lyon seconded the motion to approve the agenda for February 13, 2023. Approved 3-0
 - 2) **Approval of January 12, 2023, Board Meeting Minutes** – Nickie Backus moved the motion to approve the January 12, 2023, Board Meeting Minutes. Kenny Miller seconded the motion to approve the January 12, 2023, Board Meeting Minutes. Approved 3-0
3. **Board**
 - 1) Bylaws
4. **Chief Administrative Officer Report** – Mrs. Rhonda Pennington
 - 1) Enrollment
 - 1) 161/181 total with transitional kindergarten
 - 2) Staff
 - 1) Nurse: Debbie Lee
 - 2) Custodian: Brittany Hitchel
 - 3) Drivers: Donna Brooks (replaced Don), Brittany Hitchel, Patrice Sullivan
 - 3) Marketing/Communications
 - 1) Gradelink/sms/email
 - 2) Class DOJO
 - 3) Digital Newsletters
 - a. <https://www.smores.com/d06wq>
 - 4) Social Media
 - 5) Chamber Annual Dinner
 - 4) Grants/Reports

- 1) CSP awarded \$256,658.25- contract process
- 2) CSP Innovation Grant application \$150,000 in progress
- 3) REAP \$20597.00 submitted as of today
- 5) Testing
 - 1) NWEA
 - 2) IREAD 3-coming up
 - 3) ILEARN-April
- 6) Curriculum/Professional Development
 - 1) STEM C coursework/Coach- Angie Hutchinson
 - 2) Blended Learning Micro credentialing (5)- Digital Learning Grant- Josh, Aubrey, Cindie, Michele H, Danielle
- 7) Snow Make Up Days
 - 1) 2 days at the end of the year
- 8) Budget
- 9) Events
 - 1) STREAM night January 27th 5-8 follow up- Well attended 150
 - 2) Career Fair February 15th 9-Noon- 16 Businesses attending
 - 3) February 17th K.I.S.S. 2:00 PM- Hot Chocolate and cookies, bring a book
 - 4) Kindergarten Registration April 6th all day 10-6 PM in the gym
 - 5) School Fair April 21- 80's theme-Sara Minor auctioneer

5. Chief Operations Officer Report

- 1) Financial
 - 1) AP Voucher Register for December 2022 to be signed off on by all Board Members
 - 2) December Financials were shared by email
- 2) Facility
 - 1) Claim is still open for roof-adjuster was here today

6. Finance Committee Report- January was a good month.

7. Public Comments- None.

8. Action Item

- 1) **Bylaws-** Tabled.
- 2) **Snow Make Up Days-** Jenny Lyon moved the motion to add additional snow days to the end of the school year. Kenny Miller seconded the motion to add additional snow days to the end of the school year. Approved 3-0
- 3) **Budget-** Kenny Miller moved the motion to accept the proposed budget for the 2023-24 school year based on an enrollment of 160 students. Nickie Backus seconded the motion to accept the proposed budget for the 2023-24 school year based on an enrollment of 160 students. Approved 3-0

9. Board Member Comments- None.

10. 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, at 8:17 p.m.

Board Secretary Approval:

Date: 3-13-23

Wade J. Baden

Notes taken and submitted by:

Kristi Allard, Chief Operations Officer