



**Canaan Community Academy  
Board Meeting Minutes  
February 25, 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 President David Herring at 6:45 p.m.
  - 1) **Verify Quorum** – Kenny Miller, Jerry Eaton, David Herring, Nickie Backus
  - 2) **Moment of Silence**
  - 3) **Pledge of Allegiance**
2. **Routine Matters**
  - 1) **Approval of Agenda, February 25, 2020, Regular Meeting** – Jerry Eaton made a motion to approve the agenda for the February 25, 2020 Regular Meeting. Nickie Backus seconded the motion to approve the agenda for the February 25, 2020 Regular Meeting. Approved 3-0
  - 2) **Approval of January 9, 2020 Board Meeting Minutes** – Kenny Miller moved the motion to approve the January 9, 2020, Board Meeting Minutes; Jerry Eaton seconded the motion to approve the January 9, 2020, Board Meeting Minutes: Approved 3-0
3. **Chief Administrative Officer Report** – Mrs. Rhonda Pennington
  - 1) **Current Student Enrollment** – 156 (2 new students this week, one enrolled this evening)
    - 1) Continue marketing/networking
      - a. Radio
      - b. Social Media
      - c. Kindergarten enrollment
      - d. Red Carpet Event for Album Launch (Drop Date April 17)
    - 2) Looking for ways to motivate the upper grade students to want to stay
      - a. Sports
      - b. School of Rock/club/band
  - 2) **Grants** –
    - 1) Equipment Grant
      - a. Kitchen
    - 2) United Way
      - a. Kitchen
    - 3) SIG (school improvement grant-competitive) written for \$123,648.00
      - a. Reviewers gave a perfect score
      - b. Receiving additional \$76,352.00 (Currently reworking the budget)
  - 3) **Testing**
    - 1) **NWEA** – Winter testing is finished. One final session at the end of the school year.
    - 2) **ILEARN** – Testing Window April 20, 2020 – May 15, 2020
    - 3) **IREAD 3** – March 16, 2020 – April 3, 2020
  - 4) **Ball State University Mid-Cycle Charter Review** –
    - 1) AdvancED/Cognia 10 days for Initial Report
    - 2) Ball State 30-45 days for Final Report
    - 3) Opportunity to request 7-8th grades
  - 5) **Curriculum** – <https://drive.google.com/open?id=1ngEb0WLN2g920boJZw2gui4r5mGm4p2r>
    - 1) Priority Standards
    - 2) Supporting standards

- 3) Essential questions
- 4) Units of Study
- 5) Vertical Articulation

**4. Chief Operations Officer Report – Miss Megan Ritz**

- 1) **Accounts Payable Voucher Register for January** – All board members must sign-off on the Accounts Payable Voucher Register for January 2020 for Greggs and Reid CPAs. The Accounts Payable Voucher Register for January is attached to this report for all board members to have a record of vouchers that have been written and paid.
- 2) **Transportation**
  - 1) **Bus Inspections** – Bus Inspections will take place at the Madison Bus Garage on Thursday, March 5, 2020. All brake and kingpin inspections have been completed.
  - 2) **Bus Rental** – The use of buses for personal use, or personal rental, is not permitted by our insurance coverage.
  - 3) **Purchasing an Additional Bus** – We would like to propose for the purchase of a smaller bus, approximately 30-35 passengers, to be used for the country route (Currently Driven by Bus 16). The passenger count of the school bus can be any amount as long as it still meets all the safety regulations and laws regarding student safety and inspection requirements.
  - 4) **5<sup>th</sup> Bus Route** – We would like to propose the addition of a 5th bus route in the Dupont area for the 2020-2021 school year.

**5. Finance Committee Report** – There are no discrepancies or abnormalities in the January Financials.

**6. Public Comments** – No comments

**7. Action Items**

- 1) **Purchasing an Additional Bus** – Kenny Miller approved the motion to begin the investigation of the purchase of a smaller bus. Jerry Eaton second for investigation to begin for the purchase of a smaller bus. Approved 3-0
- 2) **5<sup>th</sup> Bus Route** – Nickie Backus approved the motion to begin the investigation of an additional bus route. Jerry Eaton second for investigation to begin for the additional bus route. Approved 3-0

**8. Board Member Comments –**

- 1) Nickie Backus asked about behaviors and discipline problems. Nothing major going on at this time. There has been a couple of suspensions-- one student got into additional trouble here and outside of school and now has transferred to MJHS.
- 2) Kenny Miller came to read at lunch time, said he felt like the students really enjoyed it, he enjoyed it. Guests readers 1-2 times per week. Students are wanting to read as well. Rhonda describe a little first grader reading at lunch and really enjoying it. 3rd grade students have asked to read to the 5th and 6th grade and she was allowed to do this.
- 3) Nickie Backus will compile comments for the staff survey.
- 4) Facility Needs –
  - 1) Lee's locksmith has come to look at Staff womens' restroom and a door in the 6<sup>th</sup> grade door, and a door by the Jump Start room. Some tuck point work needs to be done
  - 5) Nickie Backus relayed nice comments heard by Michelle Hopper one evening at JCPenney.
  - 6) David Herring asked if we can go ahead and get more Chrome Books. Have to wait for grant to be adjusted.
  - 7) 5th and 6th would like to build the Makers Cart
  - 8) Archery Shoot this Saturday at MJHS 5pm
  - 9) Cafe tables are being enjoyed by all especially 6th.
  - 10) Maybe 6th grade can read to the younger kids

**9. Adjournment** – The Board Meeting was adjourned by Board President, David Herring, at 8:20 pm.

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

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

Notes taken and submitted by:

Megan Ritz, Chief Operations Officer