



**Canaan Community Academy
Board Meeting Minutes
January 9, 2019
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 6:42 p.m.
 - A. **Verify Quorum** – Nickie Backus, Jerry Eaton, Kenny Miller, David Herring
 - B. **Moment of Silence**
 - C. **Pledge of Allegiance**
2. **Routine Matters**
 - A. **Approval of Agenda, January 9, 2019, Regular Meeting** – Kenny Miller made a motion to approve the agenda for the January 9, 2019 Regular Meeting. Jerry Eaton seconded the motion to approve the agenda for the January 9, 2019 Regular Meeting. Approved 3-0
 - B. **Approval of December 12, 2018 Board Meeting Minutes** – Nickie Backus moved the motion to approve the December 12, 2018, Board Meeting Minutes; Kenny Miller seconded the motion to approve the December 12, 2018, Board Meeting Minutes: Approved 3-0
3. **Public Comments** – Pamela Bentz, grandmother and guardian of 3 students who go to Canaan Community Academy. She expressed concerns about the new bus driver that she is not air brake endorsed, not certified to drive in Indiana. She has heard reports of accidents and has also ran the bus into a creek. People are told they are not allowed to talk to parents it is not their concern it is the concern of the school staff. The bus driver has her current CDL driver license. She drives for Switzerland County athletic teams. She drove for Chicago Metro and has a two-million-mile award for no accidents.

Over Christmas Break, the driver that had been working to get her certifications and was offered a position closer to her home and a route closer to her house.

Pamela Bentz also expressed concerns about the lockdown that took place in August. She would like more clarification about the lockdown event. Buying time is key. She would just appreciate honesty when there is an issue.
4. **Chief Administrative Officer Report** – Mrs. Rhonda Pennington
 - A. **Current Student Enrollment** – 110 Students
 - 1) Last year at this time 102
Typical to lose students after count day
17/18 count day 14% growth
18/19 count day 20% growth
Sept. count day is only count day to affect funding
 - B. **Grants**
 - 1) **Title I Grant** – Monies are available.
 - 2) **School Improvement Grant** – Under review by IDOE. Brent Comer will meet w/staff 1/17 to begin process.
 - 3) **Digital Learning Planning Grant** – Site visit completed by Megan & Ms. Owens to Richland Bean Blossom Elementary.
 - 4) **WHAS Grant** – Application should be completed by Friday.
 - C. **Testing**
 - 1) **NWEA** – Testing started this week.
 - D. **Marketing**
 - 1) **Postcards** – Will be mailed this week.
 - 2) **Staff Showcase** – Continues and receiving positive responses.

- 3) **Press Release** – Chamber is having their 95th Annual Dinner. It is a networking opportunity to go to this dinner. The dinner is Wednesday, January 23, 2019. We have purchased a table of 8.
- 4) **School Events** – Cougar Celebration is Friday, January 11, 2019. Perfect Attendance, Honor Roll, Improving a Letter Grade in subject. Mother-Son Game Night on January 25, 2019.

E. Essential Oils – Research has been given to board members. The research will be emailed to all board members.

F. Personnel –

- 1) Tiffany Taylor would like to thank the CCA School Board for approving the Christmas Bonus and hopes all board members had an enjoyable Christmas and would like to thank the board for making her feel appreciated.
- 2) Transportation
 - a. Driver
 - i. Route 38 - Bonnie Baur
 - ii. Route 16 - Becky Watson
 - iii. Tentative Driver for 3rd Route - Ashley Vest
 - b. Driver Pay
 - i. Roger offered Myra more money (short 2 drivers over break)
 - ii. Southwestern pays some drivers \$120 daily
 - iii. Propose \$125 for our drivers
 - c. Third Route
 - i. Approach cautiously purchase used bus (New Albany-Floyd County School auction) Use portion of monies received from MetLife to purchase bus ~5000 & pay 3rd driver remainder of this year
 - ii. Borrow money and purchase new/almost new bus
 - iii. Increase enrollment.

5. Chief Operations Officer Report – Miss Megan Ritz

A. Accounts Payable Voucher Registry – All board members must sign-off on the Accounts Payable Voucher Register for December 2018 for Greggs and Reid CPAs. The Accounts Payable Voucher Register for December is attached to this report for all board members to have a record of vouchers that have been written and paid.

B. Operations –

Midwest Transit Equipment Leased Bus Inventory

Year	Type Bus	Capacity	Brakes	Engine	Approximate Miles	Price
2014	IC/CE	47 Passenger	Hyd	M7	26,600	\$33,543
2014	IC/CE	53 Passenger	Hyd	M7	44,700	\$32,691
2013	IC/CE	53 Passenger	Hyd	DT466	75,100	\$30,696
2012	IC/CE	66 Passenger	Hyd	M7	44,000	\$34,480
2011	IC/CE	47 Passenger	Hyd	M7	73,200	\$25,000

W/ Service Off-Lease Indiana Ready, Oil, Filter, Brakes Checked, Kingpin Inspected, Lettered
Interest Rate – Mid 7% to Low 8%

Commercial Loan Interest Rate at German American
Used 2012-2018 6.5-7% (Lower rate for shorter loan term)
New – 4%

Beckort Auctions – New Albany-Floyd County School Corporation Auction

2006 International IC CE200 66-Passenger Bus

VT 365 diesel engine; Allison auto trans; miles: 134K; model: BUAF; body style: BS; VIN:

4DRBUAFP86B232250; recently removed from service; passed the Spring 2018 State Police Bus Inspection; seller states: vehicle is in serviceable condition; NAFCS #6-2

Currently at \$1,550.00 (Auction Ends 01/15/2019 at 6:00 pm)

Driver	Days	Current Pay Rate	Yearly Total Pay	Proposed Pay Rate	Yearly Total Pay
2 Drivers	180 Days	\$100.00	\$18,000	\$125.00	\$22,500
Additional Driver After Spring Break	Remainder of School Year (Approx. 45 Days)	\$100.00	\$4,500.00	\$125.00	\$5,625.00

For the current 2 drivers, with an approved raise through the end of the school year \$4,750.00.

6. Finance Committee Report – Kenny Miller stated that there are no discrepancies or abnormalities in the December Financials.

7. Action Items

A. Meeting Dates for 2019 – Nickie Backus moved the motion to move board meetings for the remainder of the 2018/2019 School Year to the second Thursday of the month. Kenny Miller seconded the motion to move board meetings for the remainder of the 2018/2019 School Year to the second Thursday of the month. Approved 3-0

B. Personnel –

Kenny Miller moved the motion to add a bus driver position for an additional bus route. Nickie Backus seconded the motion to add a bus driver position for an additional bus route. Approved 3-0

Nickie Backus moved the motion to increase the daily pay rate to \$125 per day, effective at the beginning of the next pay period. Jerry Eaton seconded the motion to increase the daily pay rate for bus drivers to \$125 per day, effective at the beginning of the next pay period. Approved 3-0

Nickie Backus moved the motion to approve an expenditure of a bid amount of \$4,000 for the auctioned bus through Beckort Auctions (New Albany-Floyd County School Corporation) and continue pursuing the purchase of a newer bus not to exceed \$30,000 in the maximum purchase price of a used bus. Jerry Eaton seconded the motion to approve an expenditure of a bid amount of \$4,000 for the auctioned bus through Beckort Auctions (New Albany-Floyd County School Corporation) and continue pursuing the purchase of a newer bus not to exceed \$30,000 in the maximum purchase price of a newer used bus, which will be determined and finalized by the school board. Approved 3-0

8. Board Member Comments – Nickie Backus requested that parents are informed about safety drill procedures and protocols to keep an open line of communication.

Nickie Backus questioned the search process for a new board member.

9. Adjournment – The Board Meeting was adjourned by Board President, David Herring, at 9:11 p.m.

Board Secretary Approval: _____

Date: _____

Notes taken and submitted by:

Megan Ritz, Chief Operations Officer