



**Canaan Community Academy
Board Meeting Minutes
June 09, 2022
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 President David Herring at 6:45 PM
 - 1) **Verify Quorum** : David Herring, Kenny Miller, Angela Record, Jenny Lyon
 - 2) Moment of Silence
 - 3) Pledge of Allegiance
2. **Routine Matters**
 - 1) **Approval of Agenda, June 09, 2022, Regular Meeting** Kenny Miller made the motion to approve the agenda for June 9, 2022. Jenny Lyon seconded the motion to approve the June 9, 2022 agenda. Approved 3-0
 - 2) **Approval of May 12, 2022, Board Meeting Minutes** Kenny Miller made a motion to approve the May 12, 2022 board meeting minutes. Jenny Lyon seconded the motion. 3-0 approved
3. **Ball State**
 - 1) **Board training must be completed by November 30, 2022** This was discussed and clarification needed on what board training is being required by Ball State and which members should complete the training. Angela Record will reach out to Ball State for clarification.
4. **Chief Administrative Officer Report**

Enrollment: 136

Students:

- Re-enrollment pushed out and now enrollment is open to the public
 - Enrolled for the 2022-23 school year 158

Marketing/Communications

- Back to School Bash August 8th
- Gradelink sms/email
- Digital Newsletters
- Social Media: Angela Record suggested making posts without children's pictures shareable
- Press Release: It was suggested to resend the press release for handwriting winners.
- Ribbon Cutting
- Parade
- Fall Festival

Grants/reports

- County Commissioner Arp/Parking

- High Ability
- Small Rural School Achievement Grant
- Yunker Foundation: Angela Record requested tax exempt status and interactive white board information be shared.
- First Financial
- Title Pre-app
- School Safety Report

Finance: Action item

- Budget based on enrollment 140
 - Restructure 1 special education position
 - Restructure custodial

Testing

- NWEA progressing
- IREAD-8 (5)
- ILEARN (handout)

Curriculum/Professional Development

- STEM certification
 - Leadership Team & Community Partners
 - Creat2Think lessons
- PBL (Project Based Learning) micro credentialing
- CPI (crisis prevention training) completed by classroom teachers and SEL team. Next year additional staff will receive training.

Safety

- **Conversation:** All board members present started discussions about improved building security; ie bullet proof glass, more secure entry, cameras, -this is an ongoing conversation
 - **Meeting** with officer Taylor this week; he shared security improvements for the building.

Staffing

- Driver: Dennis Driscoll hired
- Custodian: Michele Pennington returned
- Systemic planning will take place next year to maximize instruction

Modular Update

- Fire Alarm System
- Inspection
- Skirting
- Site clean up and dirt work

5. Chief Operations Officer Report

- 1) Facility:Roof over cafe has been completed
- 2) Financials: Accounts payable vouchers for April
- 3) Transportation: Bus 20 has and axle seal leaking

6. Finance Committee Report: Kenny Miller shared a profit was made in March and gave balance as of the morning of June 9, 2022 as \$74, .00. Miller noted the past two month electric bills remained relatively the same. He did inquire what treasury mgmt charge of \$20.00 was-Angela Record explained it is the fee charged for use of the debit card.

7. **Public Comments:** Amber Miller commented that everyone was doing a really good job.

8. Action Items

- 1) **Finance:** Motion was made by to approve The budget based on enrollment of 140 (previously read at April meeting)

2) **August 2022-July 2023 board meeting dates** (second Thursday of the month at 6:30 PM, excludes July) Motion made by Angela Record and seconded by Kenny Miller; unanimously approved

9. Board Member Comments

10. **Adjournment:** Angela Record made a motion to adjourn. Jenny Lyon seconded the motion to adjourn. Approved 3-0 Meeting adjourned at 8:01 PM

Nicole J. Bachus

9-12-22