



**Canaan Community Academy
Board Meeting Minutes
March 11, 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 6:52 p.m.
 - 1) **Verify Quorum** – Kenny Miller, David Herring, Nickie Backus, Julie Stockman
 - 2) **Moment of Silence**
 - 3) **Pledge of Allegiance**
2. **Routine Matters**
 - 1) **Approval of Agenda, March 11, 2021, Regular Meeting** –Kenny Miller moved the motion to approve the agenda for March 11, 2021. Nickie Backus seconded the motion to approve the agenda for March 11, 2021. Approved 3-0
 - 2) **Approval of December 10, 2020 Board Meeting Minutes** – Kenny Miller moved the motion to approve the December 10, 2020, Board Meeting Minutes. Julie Stockman seconded the motion to approve the December 10, 2020, Board Meeting Minutes. Approved 3-0
 - 3) **Approval of February 25, 2021 Board Meeting Minutes-** Nickie Backus moved the motion to approve the February 25, 2021, Board Meeting Minutes. Julie Stockman seconded the motion to approve the February 25, 2021, Board Meeting Minutes. Approved 3-0
3. **Chief Administrative Officer Report** – Mrs. Rhonda Pennington
 - 1) **Student Enrollment:** 137 (118 in person)
 - 2) **Students:**
 - 1) Student Intent to Return Forms have been sent home. Continue to call families that did not return forms.
 - 2) Kindergarten Registration is April 8, 10:00 a.m.- 6:00 p.m.
 - a. Current Kindergarten students do not attend that day.
 - 3) **Grants:**
 - 1) **Financial Reports are current.**
 - 2) **CSP grant update**
 - a. Qualify in 1 area: expansion due to growth in enrollment (7 & 8) will not qualify under guidelines.
 - b. Additional CARES, \$21587.86 planning stage.

c. SRSA grant for 2021-2022 submitted.

4) Testing:

- 1) NWEA – Completed.
 - a. Overall students are making progress.
- 2) IREAD – Started this week and make-up tests will be given through next week.
- 3) ILEARN and Iam– Will be completed in Spring 2021, currently working on schedules.

5) Student Handbook: (Action Item)

- 1) Very minimal changes
 - a. Chromebook Policy

6) Staff Handbook: (Action Item)

- 1) Page 15-Windows, spacing, fonts changed.
- 2) Lesson Plan relevant according to sample provided. State standards are included with the lesson plan.
- 3) Absentee Policy.
- 4) Policy Guide-Can not take the day before or after a break off without Board approval, in Appendices and Calendars

7) Book Fees \$75.00 & Supply Fees \$18.00: (Action Item) New Reading Series and have had good feedback with supplies.

8) Networking/Marketing:

1) Corporate Sponsor (Action Item)

- a. Partner with Nucor Madison
 - a) ATV/Jeep ride-they will run.
 - b) Will match proceeds up to \$5,000.

2) Beginning Enrollment Campaign for 2021/2022

- a. Flyers
- b. Radio Ads
- c. Word of mouth
- d. Video-Kindergarten
- e. Updating Website-New/current pictures
- f. Social Media

4. Chief Operations Officer Report:

- 1) **Accounts Payable Voucher Register for January 2021**-All board members must sign off on the Accounts Payable Voucher Registers for January 2021 for Greggs and Reid CPAs.
- 2) **Transportation**-Initially, Bus 16, 18, and 19 did not pass inspection. Bus 18 is currently out of service for tires and brakes. Bus 38 passed inspection after brake and kingpin inspection was completed, but is currently out of service due to a blown airline on the compressor. Bus 16 passed inspection after brake and kingpin inspection was completed. Bus 17 passed inspection. Bus 19 needs new tires. We are currently renting a bus from Pleasant View Bus Company. Bus 17 is currently out of service due to the brake line, rotor, and caliper needing replaced.
- 3) **Facility**-Homeland Security was here and we have all safety measures in place. We had a lockdown drill and several classroom blinds are broken or not working

properly. We are exploring options for window coverings. We have one quote for \$8,000.

- 4) **Playground**-Playground mulch needs to be replaced. There are several roots coming through and children are tripping on them. It needs to be 6+ inches of rubber to be in compliance. One of the slides has a hole in it and needs replaced.
5. **Finance Committee Report:** January 2021 financial report from Greggs and Reid was given.
6. **Public Comments** – None
7. **Action Items**
 - 1) **Student Handbook**– Nickie Backus moved the motion to approve the Student Handbook for 2021/2022. Kenny Miller seconded the motion to approve the Student Handbook for 2021/2022. Approved 3-0
 - 2) **Staff Handbook** – Julie Stockman moved the motion to approve the Staff Handbook for 2021/2022. Nickie Backus seconded the motion to approve the Staff Handbook for 2021/2022. Approved 3-0
 - 3) **Book Fees \$75.00 & Supply Fees \$18.00**- Kenny Miller moved the motion to approve the Book Fees \$75.00 & Supply Fees \$18.00. Nickie Backus seconded the motion to approve Book Fees \$75.00 & Supply Fees \$18.00. Approved 3-0
 - 4) **Corporate Sponsorship**-Julie Stockman moved the motion to approve the Corporate Sponsorship with Nucor Madison. Nickie Backus seconded the motion to approve the Corporate Sponsorship with Nucor Madison. Approved 3-0
8. **Board Member Comments** –David Herring asked if we have any others matching funds from local corporations. Kenny Miller asked how long the window coverings would last and if it would qualify for a grant or rebate with the energy savings. Nickie Backus discussed the county being blue and how teachers can now get a covid vaccine at Kroger and Meijer.
9. **Adjournment** – The Board Meeting was adjourned by Board President, David Herring, at 7:55 pm.

Board Secretary Approval:

Nickie Backus

Date:

4-8-21

Notes taken and submitted by:

Kristi Allard, Chief Operations Officer