



Cannon Beach Academy Board Meeting Minutes

Virtual Meeting

Wednesday, September 21, 2022 | 6:00 – 7:00pm

Join: <https://meet.google.com/kaf-kswg-kth>

(US) +1 304-548-9035 PIN: 141579204#

Board Members present: President Phil Vincent, Vice-President Sean Radway, Treasurer Barb Knop, Secretary Alec Holser, Christine Coulter.

Director : Ryan Hull

Welcomed Guest: Suzie Gius - introduction: parent of 2 children enrolled at CBA, previous pre-school board experience, and interested in helping and being involved with CBA board

Approval of tonight's agenda - **approved** motion: Sean, supported by Barb

Approval of previous meeting minutes August 24, 2022 - **approved** motion by Barb to approve with minor spelling \ grammatical corrections, supported by Sean

Review/approval of financials:

- P&L and Balance Sheet - **approved**
 - Motion to approve by Sean, supported by Christine
- Expenditure report - **approved**
 - Motion to approve by Sean, supported by Christine
- Journal Entries - **approved**
- Petty Cash reconciliation- no activity, no action required
- Funds transfer from MM to checking account # *7328 in the amount of \$0.00 - no action required
- Funds transfer from MM to checking account # *5881 in the amount of \$0.00 - no action required

Director's Report

- Enrollment & Staffing update- 44 students total. 4 in Kindergarten, 13 in 1st grade, 9 in 2nd grade, 5 in 3rd grade, 6 in 4th grade, 7 in 5th grade. We have a new Kindergarten teacher, Amy Rider, and a lunch person/recess attendant, Valeena Campos.
- Cannon Beach Police-We will be working with the Cannon Beach Police department throughout the school year. Officers will come and give presentations.
- PE Curriculum-We have a new Physical Education program called Spark. It is currently the only ODE approved curriculum for physical education.

Old Business

- Policy update- With previous board review and re- approval all CBA policies, Ryan will instruct our business manager to create a policy standard. Once this standard is approved, the business manager will apply the standard to all CBA policies. Ryan will oversee these actions.
- Website Committee (Phil, Alec) update, Phil
 - CBA Facebook : a backup of content has begun, and takes 7-10 days. Once this is complete the CBA public facing content will be deleted, with only a link to our CBA website
 - <https://en-gb.facebook.com/TheCannonBeachAcademy>
 - CBA Web Page : Phil and Alec met to review the site. The site lacks the look and feel of our CBA school, there is a focus on administrative actions, and we recommend a more welcoming student \ staff focused approach. Suggest that the teachers think of “what does our school mean to us” projects to lead with their classes, which can be showcased on the website. Next committee action: request teacher and staff involvement in our committee
 - <https://www.thecannonbeachacademy.org/>

New Business

- Classroom lighting - board discussion, agreement that current lighting isn't adequate, and pursue options to update. Alec will lead discussion at October board meeting
- Audit final scheduled for the week of September 26
 - **Questionnaire needs to be submitted by the board**

Good of the order?

Sean recommends and the board agrees that programs such as Amazon smile and Fred Meyer rewards, be promoted within the school and community. Sean will share the Amazon smile instructions for signing up with Ryan, who will initially post to Class Dojo.

Adjourn