



## Cannon Beach Academy Board Meeting Minutes

**Meeting held via teleconference**

Wednesday, february 16 · 6:00 – 7:00pm

Google Meet joining info

Video call link: <https://meet.google.com/kaf-kswg-kth>

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

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Quorum - Board members - Phil Vincent-President, Barb Knop-Tresurer, Sean Radway-Vice President, Alec Holser-Secretary

Faculty - Director Ryan Hull

Approval of tonight's agenda - Barb moves, Sean seconds. Motion Carried

Approval of Previous Meeting Minutes -Barb moves, Sean seconds. Motion Carried

- Question - Where are the donation jars and who volunteered to pick them up? Sean volunteered to pick up jars that are at 12 locations - Ryan will supply a list of locations.

Review/approval of financials:

- P&L and Balance Sheet - Sean moved to approve the financial reports as of Jan 31<sup>st</sup> 2022. Alec seconded. **Approved unanimously**
- Expenditure report - Sean moved to approve the financial reports as of Jan 31<sup>st</sup> 2022. Alec seconded. **Approved unanimously**
- Journal Entries - Sean moved to approve the financial reports as of Jan 31<sup>st</sup> 2022. Alec seconded. **Approved unanimously**
- Petty Cash reconciliation - **No new petty cash**
- Funds transfer from MM to checking account # \*7328 in the amount of \$ \$26,576.52
- Funds transfer from MM to checking account # \*5881 in the amount of \$ 52,774.2

**New Business** Ryan noted that it is School Board Appreciation Month. The students created pictures, cards and letter of appreciation and Mrs. J's class did mini oragamis (in Ryans office) to express their deep appreciation for all the board does for the Academy.

**Director's Report**

- **Enrollment-** Is at 47 students since one student had to drop after 10 days absence. It is expected to decrease by one more student to 46 as on family was concerned about flooding in route to school and has decided to home school.
- **5th Grade Starbase Camp** - 2 students. Going to camp Rhilea every Friday. The last two sessions will be March 9<sup>th</sup> and March 16<sup>th</sup> This is a STEM based camp with activities related to outer space, but also other aspects like GPS. Ryan is there as a chaperone.

- **Healthy Heart Challenge** - Goal was \$1600 dollars. After first week we are at 1717 dollars - so a great response so far. Ms Kefie will do a staff dance. Reaching the \$800 dollar amount there will be an entire school Encanto party. At \$1200 - there will be an entire school Ice Cream party At \$1600 dollars will get to choose the color of Mr. Hull's beard and hair. At end of the month see what class wins and most students gets a free recess
- **Covid update** - Parents were updated with the policy to keep mask requirements until the end of year. A driver of the policy is that the school would need to shut down if we lost a teacher and there are no available substitutes in the area. 100% that responded supported the idea of keeping it in place. Three students have tested positive and with procedures in place there was limited exposure. All are now back in school. New directives from ODE as of March 31<sup>st</sup> state that schools will not be required to wear masks indoors or outdoors, but schools may choose to continue to require masks. Ryan was on a call with all the area superintendents that appeared to be considering a range of requirements depending on how things progress over the next few weeks.
- **Safe Return Service Plan** - We need to maintain this with updates- ODE has extended the due date to march 31<sup>st</sup> and it is in draft form awaiting final work depending on changing guidelines.
- **New Hire** - A new hire was made temporary basis for the cook position and recess assistant. Julie Gillberg - nice to have her on board
- **Alpha Results** - Alpha company came in to conduct tests on ceiling and attic to see how environmental conditions have improved - the results show the building to be in the right zone for acceptable exposures.

#### Old Business -

- **Playground Fence** - At the end of last year the wood part of the fence was shaky and determined there was no cement on the posts. The company was notified and it was fixed and now is solid
- **Bottle Drop Fundraising**- Volunteers ( Patty and David Rouse ) found a new bottle drop program and agreed to continue. Ryan has purchased blue bags to fill up.

#### Good of the order

- **Barb – propose to the board schedule an executive director and his status - Ryan has done an exceptional job!**
- **Ryan – I made an on-line ordering mistake and ended up with a case of bananas - I donated them to Cannon Beach Food Bank**
- **Alec – Suggest a parent directory - All liked the idea and Ryan will create one.**
- **Ryan – PTO is organizing Spirit Week toward end of the year. Apparel for the school- pricing coming out. Shirts, hoody, jacket Easter event.**
- **Phillip - We should think about developing a strategic plan - Board training. There has not been one adopted. Alec volunteered to work with Ryan on this.**
- **Ryan – PACE – will be given names of our current board members. Beyond insurance they also provide staff training**

#### Adjourn -