



Cannon Beach Academy Board Meeting Minutes

Virtual Meeting

Wednesday, June 15, 2022 | 6:00 – 7:00pm

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

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

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

Quorum is present

Director : Ryan Hull

Approval of tonight's agenda Barb Knop Moves, Sean Radway seconds, motion passes

Approval of previous meeting minutes May 18, 2022 Barb Knop Moves, Sean Radway seconds, motion passes

Review/approval of financials:

- P&L and Balance Sheet Alec Holser moves, Sean Radway seconds, motion passes
- Expenditure report Alec Holser moves, Sean Radway seconds, motion passes
- Journal Entries Alec Holser moves, Sean Radway seconds, motion passes
- Petty Cash reconciliation No Petty Cash
- Funds transfer from MM to checking account # *7328 in the amount of \$0.00 No Transfers
- Funds transfer from MM to checking account # *5881 in the amount of \$0.00 No Transfers

Director's Report

- End of the year field trip to Haystack Rock/Beach- It was a great day and it was fun that so many of our students know the various bird species.
- 4th of July Parade - The info sheet is going out and it should be fun and give visibility to the school

Old Business

- Policy Approval
 - ACA-Americans with Disabilities Act
 - ACB-Every Student Belongs
 - ACB AR-Bias Incident Complaint Procedure
 - BBBB Board Member Oath of OfficeFinal
 - BBC Board Member ResignationFinal
 - BCD Board-School Director Relationship
 - BCE Board CommitteesFinal Phil questioned board committee membership that seemed too open. Barb noted that every committee must have a board member per law and this should be added to this policy.
 - BCH Consultants to the BoardFinal
 - BF Policy DevelopmentFinal
 - BHB Board Member Development
 - CA Administration Goals
 - CB School Director We should make sure to get the evaluation of the school Director on the agenda/ calendar for next year.
 - CBB Recruitment and Appointment of the School Director
 - CBG Evaluation of the School Director
 - CHCA Approval of Handbooks and Directives
 - CHD Administration in the Absence of Policy
 - DJ Purchasing
 - GBA Gifts and Solicitations
 - GBNAA Cyberbullying

- GCPD Disciplining and Dismissing Staff
- GCPD-AR
- GCPD
- IGBI EnglishLanguageLerners
- IGDB Student Publications
- IGDB Student PublicationsAR
- IIBGA Electronic Communications AR
- IIBGA Electronic Communications
- IICA Field Trips and Special Events
- IICAA Extended Field Trips AR
- IICAA Extended Field Trips
- IJ Guidance Program Seaside school district has provided guidance in the past as required.
- IKE Promotion and Retention of Students

Phil: ACA to BCH

Barb: BF to CHD

Sean: DJ TO IGDB

Alec: IGDB-AR TO IKE

Barb Knop moves: ACA - CHD and IGDB-AR-IKE with on revision to the BCE policy to reflect that one member of board of directors shall be on any committee. Sean Radway seconds, Motion passes.

- Budget for 2022-23 The budget was developed with Ryan, Barb and Ms Flowers (parent). It is developed around a 55 student population. It includes staff salary raises of 3% and 3% increase in insurance. PERS contribution remained the same.
- Budget – grants are not part of base budgets ESSER, SIA, Cannon Beach, American Heart association, NIDFI Englemann . Janitor, curriculum purchases etc will be covered by supplemental grants. Some of these are for sure and they should cover those expenditures.
- Revenue - Yearly fundraiser- individual contributions- conservative ODE staff retention grant is approved. We receive 9,500 per student from the Seaside School District..
- Staffing was increased to get better staff time with students with the addition of one full time instructional assistant. Instructional staff development this summer is included in the training budget.
- Board training would be good to do as well.
- Fire hydrant will be paid for in November – Alec suggested that the fire department come to the school to celebrate
- Advertising – Phil and Alec suggested fundraising to support advertising as needed.
- Alec moves to approve the 2022-2023 budget, Sean Radway seconds. Motion passe

New Business

- Enrollment for 2022-23 45 locked in, 55 is the goal and basis of the budget. We need 9 in kindergarten to add to the 5. This will be the major focus for enrollment.
- Advertising for Enrollment. Phil noted that a donor would put up to \$1000 for advertising. Alec will contact the Gazette and Signal to inquire on rates.
- A flyer for the school has been posted around town and distributed to day care facilities in the region.
- Covid required state plan will be issued in August based on state guidelines at that time
- The July meeting will be on Tuesday July 19th and the August meeting on Wednesday Aug 24th.

Good of the order?

- Alec and Ryan have talked with a parent that is interested in being a board member. We will invite her to the next board meeting.
- Alec suggested that the website could be updated to better show what a great school it is- particularly on the landing page with more images of kids and learning. Also with an emphasis that the school is tuition-free.

Adjourn

