



# Cannon Beach Academy Board Meeting

**Virtual Meeting**

Wednesday, May 18, 2022 | 6:00 – 7:00pm

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

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

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**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 to approve the agenda, Phil Vincent seconds, Motion carried.

## Approval of previous meeting minutes April 20, 2022

- Phil Vincent moves to approve the agenda, Barb Knop seconds, Motion carried.

## Review/approval of financials:

- P&L and Balance Sheet - There was a question about the expense of the shirts- Barb noted that was for the CBA apparel and that most of the income for the sale was recorded in the previous month and overall that it was planned to be sold at cost and all the inventory has been sold to parents. Sean Radway moves to approve the financial reports as of April 30, 2022. Alec Holser seconds. Motion carried.
- Expenditure report- Sean Radway moves to approve the Expenditure report as of April 30, 2022. Alec Holser seconds. Motion carried.
- Journal Entries- Sean Radway moves to approve the Journal Entries reports as of April 30, 2022. Alec Holser seconds. Motion carried.
- Petty Cash reconciliation -There was no petty cash to reconcile.
- Funds transfer from MM to checking account # \*7328 in the amount of \$28,320.72 Sean Radway moves to approve the funds transfer, Alec Holser seconds. Motion carried.
- Funds transfer from MM to checking account # \*5881 in the amount of \$27,249.55 Sean Radway moves to approve the funds transfer, Alec Holser seconds. Motion carried.

## **Director's Report**

- Renewal of Pace Insurance- I happened on May 13th and there is one more form to fill out this Friday.
- Book Blast Delivery - Every student received 10 books and the grades each received 10 books for their classrooms. Ryan played a wonderful video of the kids getting their books!
- Teacher Appreciation Week - So many wonderful cards and gifts - sweets, treats and flowers were given to our teachers. The PTO did a wonderful job organizing it and all the parents supporting the effort. All the teachers feel loved and appreciated.
- Ms Edgmon injury - had a wrist injury that required surgery but is back. The injury was at home
- State Test 1st round complete
- Water Testing - last year results are completed. The test happens on a six year cycle randomly chosen and unfortunately we got both last year and this year- but next one will be in 6 years -might need some help doing the tests and Sean will help.
- Kindergarten connect / open house. Only one family came to the open house and we currently have about 4 confirmed for Kindergarten and one as a request but the form has not been filled out. We need 15 so there is some work to get the word out: Ideas suggested included an article in the Gazette, an announcement at the chamber virtual meeting, a float in the parade, baked goods table at the parade, banners, flyers, signs. Getting a poster put up in local businesses, post offices and food pantry. Sean suggested a banner in front of the school saying "now enrolling". In the past there was a grant supported

billboard but those funds are not available. Contacting child care locations is being discussed. Ryan will be sending out to existing parents to confirm who will be returning.

#### **Old Business**

- Jar Collection - Sean has collected twice from Fresh Foods and needs to get to bank. He has not been able to get together with Phil. Ryan has some extra jars if needed or if the existing ones are not looking good.
- Budget Committee for 2022-23 budget - Ryan and Barb will meet first next week to determine staffing, curriculum etc. There will be two budget meetings and approved by June 30th.

#### **New Business**

- Policy update for 2022-23 included in packet. It was agreed that individual members would each take on a set of policies to review. Ryan will send out a list of assignments.
- CBA 2022-23 Calendar Approval- the calendar is mostly in alignment with the Seaside SD calendar but because of the extra ½ hour of our class day there are a few differences.

#### **Good of the order**

- Alec Holser brought up the question of if a solid wall between the two classrooms would be an improvement acoustically for improved learning. Ryan noted that it isn't typically an issue but the teachers do coordinate with each other relative to when noisy activities are going to happen. It was agreed however that it would be an improvement. Alec will take a look at the existing condition and see if there is an easy solution. It was noted that it is a City building and any permanent improvements would need to be reviewed with the city.

#### **Adjourn**