



## Cannon Beach Academy Board Meeting Minutes

**Meeting held via teleconference**

**Wednesday, April 20 · 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#**

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

**Faculty - Director Ryan Hull**

**Approval of tonight's agenda -** Barb Knop moves to approve the agenda, Alec Holser seconds. Motion Carried

**Approval of Previous Meeting Minutes -** Sean Radway moves to approve the previous meeting minutes, Barb Knop seconds. Motion Carried - Alec Holser will revise the February minutes to include last names of board members

### **Review/approval of financials:**

- **P&L and Balance Sheet -** Sean Radway moves to approve the financial reports as of March 31<sup>st</sup> 2022. Alec Holser seconds. Motion carried.
- **Expenditure report -** Sean Radway moves to approve the Expenditure report as of March 31<sup>st</sup> 2022. Alec Holser seconds. Motion carried.
- **Journal Entries -** Sean Radway moves to approve the Journal Entries reports as of March 31<sup>st</sup> 2022. Alec Holser seconds. Motion carried.
- **Petty Cash reconciliation -** No new petty cash. Sean Radway moves to approve the Petty Cash reports as of April 31<sup>st</sup> 2022. Alec Holser seconds. Motion carried.
- **Funds transfers:** none were made

### **New Business -**

- **Book Blast:** The Book Blast was a great success - in over two weeks \$ 5,688 dollars was raised to support our students in books and reading- Out of 47 students, 45 signed up and 39 got people to donate. Every student will receive 10 books in their grade level. Each teacher will get a set for each grade plus \$100 per teacher for additional books. The top student Titus got the most donations gets 100 to get more books, Joel in Ms Jay's class and Eliot Dickerson in Kiffe's class will get an additional 100 in books. One student, Tinia Rodriguez-Anita won an Ipad.

### **Director's Report**

- **Annual Report:** The Annual report is always for the previous year. Susan Penrod will get back with the site visit date and due date for report. There was not an annual report for 2019-2020 but they believe it was because it was a renewal year and thus did not need a report. Ryan may need financials for the report.

- **Events:** For Earth Day there was a tree planting - five trees were planted on one site near the school, and one donated by the Seaside District as a tribute for Kobe at school.
- Virtual OBOB start time is 8 am Saturday April 23 and competitions go from 9-10 then 10:45 - 12 for the second round, then lunch, and if successful they go to final 8 then possibly to the final four. Pizza lunch will be provided.
- Cannon beach Arts Association is hosting an Oregon Art Day event April 29th with artists in the schools. The CBA event will be in the Tolavana Arts Center.
- **Testing:** It is testing time with the Third round of STAR testing in April and the State testing in May.
- **Enrollment:** It is currently staying at 47 students. There will be a kindergarten open house May 18th. There will be an end of year poll to parents on returning students. One issue is that with only a few fifth graders and a kindergarten class graduating to 1st grade it is possible that there could be some space issues. For board members that are asked about coming to the school people should be directed to the website to enrollment
- **Jar Collection:** - Sean reported he had to go three times to get all the jars. \$400 dollars total (230 from Fresh Foods - so they need to be collected every two weeks- 85% of money.) Merimans market- it is a good time to approach them. We should consider taking some off the list ( see email notes) The board asked the committee of Phil and Sean to create a plan. It was noted that Sean and his family will be leaving the area but plans to remain on the board.
- **Budget committee:** The first step is to present a draft budget in mid / late May to the committee. The Budget is typically approved in the June board meeting. Some government grants are likely to end so we will need to engage in fund-raising for next year.
- **School Policy updates:** ODE issued new updates that are required or recommended. Two are required and five recommended. Ryan would like board to review these for input and will be presented at the next board meeting.
- **Good of the Order - none**

**Adjourn at 6:50**