



Cannon Beach Academy Board Meeting Minutes

Virtual Meeting

Wednesday, August 24, 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, Christine Coulter

Quorum is present.

Director : Ryan Hull

Nomination of New Board Member Barb Knop moves to nominate Christine Coulter as a member of the Cannon Beach Academy Board. Sean Radway seconds, motion is approved.

Approval of tonight's agenda Barb Knop moves to approve the agenda, Sean Radway seconds, motion is approved.

Approval of previous meeting minutes July 19, 2022 Barb Knop moves to approval with minor revisions - L for goal, and correct spelling in Barbara's name. Revise L for goal in policies. Sean R seconds, motion is approved.

Review/approval of financials:

- **P&L and Balance Sheet** Question was asked about time required to put the report together each month. Barb spends about 10 hours a month. Alec moves PL and balance sheet, Sean seconds, motion carries
- **Expenditure report** Sean R. Moves to approve the balance sheet, Alec Seconds, motion carries.
- **Journal Entries-** Alec moves to approve, Sean R. seconds, motion carries.
- **Petty Cash reconciliation** There was no Petty Cash transactions
- **Funds transfers** - there were no transfers

Directors report

- **Bark chip and clean party-** Bark costs just under 800 dollars, 1 unit last year 10 yards this year- a bit more-. Event will be from 9 - 12 with pizza and soft drinks for those who participate.
- **Teacher position-** last time we had a position filled, but after training they resigned. Ryan continues to look for a classroom teacher certified, or a small group teacher – not need to be licensed. This puts Ryan back in the kindergarten classroom, and creates some challenges for administrative workload. Ryan has been putting on Indeed and other sources. Salary is a challenge compared to other schools.
- **Lunch recess position-** as of today we now have Valina Campos - daughter in law of ms. Campos.
- **Enrollment-** no new kinder students since last month. 1st and 3rd have a total wait list for 3. Total enrollment is 48 currently (55 total in budget)
- **Training** starts the 29th Tuesday September 6th
- **Parent Teacher Meeting** - wed. September 7th please feel free to have students come.

Policy Approval

- Phil V. JHSA- each had a legal reference JHFE suspected abuse. No revisions needed. Phil V. moves to approve, Alec H. seconds, motion carries

- Barb K. JO – Question: do we have a fire safe- yes fire file cabinets. Who is the official keeper of the records- answer - director. No revisions seconds . Alec H. moves to approve JO - KA . Sean R. seconds motion carries Sean abstains
- Sean R. KABAR Parental Rights - ES couldn't find a similar policy – does the Seaside district have ESSA? Barb K. moves to accept all policies except KABAR that needs to be revised. Alec H. seconds Motion carries
- Alec H. moves to approve all policies JO to KABA, Sean R. second, Motion carries
- Barb K. moves to accept all policies with the exception of KA and revising KABA with further investigation, Sean R. seconds, Motion carries.
- Policies KK to LGA Barb K. moves to accept policies KK – LGA Sean R. seconds. Motion carries
- Barb-K. ask the business manager to clean up all the policies.

New Business

- **Set up Jennifer Stangland's Medical Allowance** Motion for Jennifer Stangland Medical Allowance: Alec H moves that a \$500 dollar allowance be allocated to Jennifer Stangland for the 2022/23 year to assist in the private
- **Facebook** - Dojo is internal to the school, but are we missing the outside exposure. Phil is concerned about outside access via facebook. Sean R. suggested it could be a static facebook page that to links to web page. Phil V. suggests delete content and have the logo mission and link to the website. Alec H. moves to revise the picture, mission, logo and link Barb K. seconds, motion carries
- **Website Update.** Phil V suggests a committee including parents. Barb,K. Alec H , Christine C, Sean R. all agree to revise. Could have a secure log-in option. Sean moves to establish a website committee of board members, parents and staff, to study the revision of the website, to draft an outline of what it can be like and bring a recommendation to the board for approval prior to implementation. Ryan will put on Dojo and PTO

Good of the order- in person Board Meetings will start in October- We will continue to have a virtual option.

Barb- ad cost – donate to cba

Barb running for mayor -

Adjourn 7:39

●