

**Face to Face Academy**

**Board Meeting Notes**

**November 15, 2021**

Attendance included Academy School Board Members Bryan Bakke, Mike Nord, Paul Roark, John Vasecka, Willie Suttle, and Margo Thomas. Also present for the meeting were Darius Husain (*Academy Director,)* and Jennifer Plum (*Assistant to the Board Secretary.*) ***This Board Meeting was conducted both on campus and via Zoom so that all Members could attend*.** Absent: Board Member Rachel Blawat.

**1)Review of Agenda and Conflict of Interest Regarding Agenda Items**

No conflicts noted.

**2) Review of Board Minutes October 2021**

**Upon a motion duly made and seconded, the October 18, 2021 School Board Minutes were accepted as submitted.**

**3) Finance Report, Credit Card, Checks, and Wire Statements**

1. Financial Statements were received through September for the school year 2021/22 and shared for the Board to review.

2. Revenue is at 33% received.

3. Expenditures are 31% spent.

4. The school year is 33% complete.

5. The budget reflects an ADM of 87 students.

6. Reconciled cash balance is indicated on the financial document at $794,893.

7. Current total state holdback is noted at $52,728 which is 10%.

8. Discussion how the “supplies” includes the cost of the renovation Phase I.

9. The recent Amazon purchases were shown to the Board members.

10. Brief discussion of the Wilderness and Outdoor Program and how programming has been altered due to Covid protocols and transportation challenges. Spring 2022 is the target date to reintroduce overnight camping trips with Covid-related protocols in place. 11. Check and credit card statements and the wire transfers were circulated for review.

**Upon a motion duly made and seconded, the financial statements were accepted as submitted.**

**4) Revised SY 21-22 Budget: Review & Discussion**

1. The revised budget was shared for discussion and review.

2. The general education aid is higher with the 2.45% increase per pupil which also raises state compensatory aid. The original budget reflected a 1% increase.

3. The federal revenue reflects the change in ESSER funding. ESSER II funds are active for this school year. ESSER III is in reserve for SY 23 - SY 25. The increase with federal revenue is mainly due to funding called “summer programming” through ESSER II.

4. The funding for Covid testing is budget neutral through the reimbursement for tests.

5. E-Rate is paid on a one-year delay.

6. Discussion of the changes in the Administration costs due to the ESSER regulations guiding building renovations for charter schools. Likewise, reallocations occurred for the Salaries for Secondary Education (social worker) from Title and ESSER funding streams.

7. The surplus is projected higher from $46K to $69K reaching close to 50% fund balance. This is projected with a lower ADM than last school year.

8. Brief discussion of the long-term plans to maintain funding once ESSER is gone.

9. Review of the expenses of ESSER II funds.

**Upon a motion duly made and seconded, the revised budget for SY 22 was accepted as submitted. Role Call Approval noted from Mr. Bakke, Mr. Suttle, Ms. Thomas, Mr. Roark, and Mr. Vasecka.**

**5) Community Safety: Review of Incidents Near the School and Changes in Protocol**

1. Review and discussion of the Memo sent to Board Members on November 1st regarding the safety concerns about the school’s neighborhood.

2. None of the safety concerns involve any student or issue regarding the school.

3. Discussion of the changes in protocol in order to provide an increase in safety on campus, especially at the end of the school day during dismissal. The parking lot is being used as a new pick-up spot and exit for students at the end of the school day.

4. Discussion of how to communicate with the police in light of any future incidents.

5. Discussion of the Academy’s lockdown procedures.

6. Mr. Suttle asked if we are still thinking about putting up cameras.

**6) COVID Onsite Testing for Students & Staff: Waiver & Procedures**

1. Information on how to get school certification for in-school Covid testing was shared for review.

2. Initially decided to do offsite testing due to the amount of training and equipment needed in order to do the instant results.

3. A few staff members have decided they will complete the training.

4. Mr. Husain has decided to submit the application.

5. Parents and students can still take the home tests as they are currently available and will be a second option for everyone.

**7) Building Renovation Update**

1. Phase II was completed while the school was on a vacation break.

2. A retractable partition wall was installed between the Community Room and Earth Room to allow the creation of a large room to be used for gatherings and events, when possible.

3. The pantry was also expanded to allow greater storage space.

4. Training for the staff on how to open and close the partition wall will be conducted at some point during this contact period.

**8) Academy Program Report**

1. Staff is anticipating challenging winter months with potential cases and Covid-like symptoms.

2. Staff are completing the application to MDE to move the provisional online programming status to permanent. The application is due Dec 1.

3. UST site visit was conducted the week before the break and it went smoothly.

4. Phase II construction just ended.

5. Last contact period of the quarter/semester just began.

6. Small number of students are graduating this semester and the graduation ceremony in June will include the December grads.

7. These students can have a small ceremony this December if they choose to.

Meeting adjourned at 5:49 p.m. Respectfully Submitted,

Bryan Bakke

Board Secretary