

**Face to Face Academy**

**Board Meeting Notes**

**December 13, 2021**

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

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

No conflicts noted.

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

**Upon a motion duly made and seconded, the November 15, 2021 School Board Minutes were accepted as submitted.**

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

1. Financial Statements were received through November for the school year 2021/22 and shared for the Board to review. This document reflects the recent budget revision.
2. Revenue is at 36% received.
3. Expenditures are 37% spent.
4. The school year is 42% complete.
5. The budget reflects an ADM of 87 students. The state is currently paying based on an ADM of 88.
6. Reconciled cash balance is indicated on the financial document at $792,269.
7. Current total state holdback is noted at $66,240 which is 10%.
8. Discussion of ESSER funds which expire in December 2024 and need to be spent in sequential order.
9. Checks and wires and recent Amazon purchases were shown to the Board members for review.
10. Review of the erroneous charge to the “Eyes of Mendota” by Ms. Plum and the subsequent reimbursement to the Academy. Mr. Husain will check in with Deici to verify that the charge is not included in the financial statements.

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

**4) Review & Approval of the Annual Report for SY 21 with Professional Development on on Goal Orientation**

1. The Annual Report was shared for Board Members to review.
2. The Highlights of School Year 2020-21 was reviewed.
3. Discussion of the amount of Chromebooks purchased and circulated for the students and how the staff handle Chromebooks that are broken or needing replacement. Question about whether graduating seniors could keep the school-issued Chromebook for future schooling.
4. Review of school enrollment and attrition trends from SY21.
5. Discussion of the small class size due to “podding” of student groups and renovated classrooms.
6. Discussion of hybrid and distance learning experiences.
7. Review of the Finances and the fund balance policy and surplus
8. Board Professional Development: Goal Orientation
* Review of impact of Covid on participation rates of state testing including what the state called a “snapshot” and how it can not be used for accountability
* Discussion of data cells that are “too small to report”
* Review of the purpose of the NWEA-MAP and MCA III tests
* Discussion of the Credit Accumulation Goal and how it connects to graduation rate and enrollment behaviors and how students are labeled as “continuously enrolled.” Note made that this paragraph description on Annual Report needs development.
* Review how the goals of Graduation, Credit Accumulation, Attendance, Retention, and Enrollment trends are interconnected in evaluating the success of the program

**Upon a motion duly made and seconded, the Annual Report for School Year 2020/21 was accepted as submitted.**

**5) Review & Approval of World’s Best Workforce Plan**

1. The World’s Best Workforce Plan was circulated for Board members to review and discuss.
2. Discussion about the Academy’s goals and how they connect to the state’s, district of St. Paul, and a comparative high school’s test data.
3. Discussion about the college and career readiness goal.
4. Discussion of the overlap of progress for students who stay continuously enrolled, attend regularly, and maintain credit accumulation targets. Academy students who have regular attendance have historically make credit accumulation targets

**Upon a motion duly made and seconded, the World’s Best Workforce Plan was accepted as submitted.**

**6) COVID-19 Update: Case Counts, Testing, and Mitigation Strategies**

1. Communication remains very active between families and the school when students are exposed, experiencing any symptoms, or testing positive.
2. Because of students masking and following mitigation strategies along with vaccination status, community spread has not affected in-person learning, The Academy moved to one day of distance learning for all students this school year out of an abundance of caution.
3. Test kits are available for both students and staff. Both rapid and PCR test kits are free of charge for students, symptomatic or asymptomatic.
4. Testing will be available for students on site starting next semester. Staff have completed the training necessary to provide these tests on site.
5. Students have been encouraged to continue in the vaccination process and boosters when eligible. The clinic has booster shots available for both staff and students.
6. Discussion about if there are any student masking issues or refusal to comply. Some students struggle to wear the mask correctly all of the time while indoors. Staff provide reminders and students apologize and quickly comply with appropriate mask-wearing. If a student were to struggle or fails to comply with masking, it is treated as a behavior issue.

**7) Academy Program Report**

1. Academy is hosting a prosocial holiday event week.
2. A few students have completed coursework and have agreed to participate in the June ceremony when it can be held safely and outdoors.
3. Staff is managing both energy and stress well and it is not matching the community reports of teachers feeling burnout.
4. Staff will return on January 3rd.
5. The next Board meeting will be held on January 24th.

Meeting adjourned at 5:58 p.m. Respectfully Submitted,

Bryan Bakke

Board Secretary