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**Face to Face Academy**

**Board Meeting Notes**

**August 29, 2022**

Attendance included Academy School Board Members Bryan Bakke, Mike Nord, Rachael Blawat, John Vasecka, Margo Thomas, Paul Roark, and Willie Suttle. Also present for the meeting were Darius Husain (*Academy Director.)* Guest: Joe Aliperto from Deici. ***This Board Meeting was conducted both on campus and via Zoom so that all attendees could attend*.**

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

No conflicts were noted.

**2) Review of Board Minutes July 2022**

**Upon a motion duly made and seconded, the July 18, 2022 School Board Minutes were accepted as submitted with noted corrections.**

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

1. Financial Statements were received through July for the school year 2022/23 and shared for the Board to review.
2. Revenue is at 7% received.
3. Expenditures are 8% spent.
4. Fund Balance indicated at $899,215.
5. The audit for last school year was completed and will be presented in the September Board meeting.
6. The school year is 8% complete.
7. Reconciled cash balance is $618,536.
8. Holdback is noted at $13, 216.
9. The Kinney Grant for this school year has also been deposited.
10. Chromebooks have been purchased in order to replace older machines.
11. ESSER funds were discussed.
12. Discussion about enrollment.
13. Checks and wires, Amazon purchases, and the credit card statements were circulated for the Board members for review.

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

**4) Lease Proposal - Part II**

1. The lease and updated memo was circulated for discussion.
2. The current proposal is for three years with a 12-month option to terminate the lease.
3. Discussion of what is included in the lease operating expenses and requirements of the landlord (i.e. regular cleaning of the carpets.)
4. Discussion about the lack of building maintenance and how the Academy can use the details of the lease operating services to hold the landlord accountable.
5. Mr. Husain will request a formal schedule of maintenance tasks (“mutually agreed frequency”), including the outdoor spaces.
6. Academy staff will discuss how to document any decline of building maintenance.

**Upon a motion duly made and seconded, the lease was accepted as submitted. Role call approval noted from Mr. Bakke, Mr. Subtle, Mr. Nord, Mr. Roark, Mr Vasecka, Ms. Thomas and Ms. Blawat.**

**5) Employee Retention Credit Eligibility - Part II**

1. The information about the employee retention credit eligibility through the CARES Act was presented by Mr. Aliperto.
2. The consultants and lawyers that Deici has spoken with feel that charter schools have a strong case for qualifying for this funding stream.
3. There could be an audit requested as the Academy goes through this process within three years of the date of documents.
4. Discussion of the associated fees attached to the application process.
5. Other charter schools from Minnesota who have applied have received the credit.
6. Board discussion about any potential risks associated with the application.
7. The credit could be close to $150,000.
8. The Board thanked Mr. Aliperto for his dedication to the Academy.
9. Short discussion about the contract and services provided by Mr. Aliperto and Deici.
10. Mr. Aliperto also expressed his thanks for the successful partnership.

**Upon a motion duly made and seconded, the application with Magill and Deici to apply for the employee retention credit was accepted as submitted. Role call approval noted from Mr. Bakke, Mr. Subtle, Mr. Nord, Mr. Roark, Mr Vasecka, Ms. Thomas and Ms. Blawat.**

**6) COVID mitigation Strategies & Rubric**

1. Discussion of the Academy’s covid assessment rubric and potential changes to adjust to new information about the virus and its mutations and how it connects to mandatory masking on the school campus.
2. Discussion about the process of moving between levels in the rubric and the communication with both staff and students and families.
3. Discussion of CDC guidelines, local wastewater reports, and Academy students’ vaccination rate.

**Upon a motion duly made and seconded, the rubric adjustment of wastewater level to 200 was accepted as submitted. Role call approval noted from Mr. Bakke, Mr. Subtle, Mr. Nord, Mr. Roark, Mr Vasecka, Ms. Thomas and Ms. Blawat.**

**7) Board Meeting Format & Open Meeting Law - Professional Development**

1. Review of the documents regarding Open Meeting laws.
2. Review of the Board participation on remote meetings and how this connects to the laws.
3. Discussion about how to suffice the requirement that there be a Board member on campus to allow any guests to join meetings, if the Board continues with remote attendees.
4. Discussion about how Academy’s Board attendance and participation has improved with the remote meetings.
5. Mr. Husain and rotating Board members can be on campus while meetings occur.

**8) Academy Program Report**

1. Dedication of the Academy’s Memorial Garden will take place on campus tomorrow afternoon with lunch.
2. Discussion of the Academy’s podcast’s “Gundemic” three - part series.
3. Mr. Husain has been in contact with a reporter at the St. Paul Pioneer Press and he also sent information about the podcast and Memorial Garden to the Mayor, UST, and MDE.

Meeting adjourned at 6:00 p.m.

Respectfully Submitted,

Bryan Bakke

Board Secretary