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**Face to Face Academy**

**Board Meeting Notes**

**July 18, 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)* and Tom Kigin (*Advisor to the Board Members.)* ***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 June 2022**

**Upon a motion duly made and seconded, the June 6, 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 June for the school year 2021/22 and shared for the Board to review.
2. Revenue is at 95% received.
3. Expenditures are 93% spent.
4. The school year is 100% complete.
5. Q Comp and rent were paid out for the year-end.
6. $40-40K expenses for 2021-22 were recently submitted for the final building renovations and security upgrades.
7. Mr. Husain and Mr. Aliperto will discuss how to expend and note the ESSER funds in balance and conjunction with the Academy’s projected surplus.
8. Surplus is projected to exceed historical norms.
9. Board discussion about the ESSER funds in connection to renovation expenses, the affiliated building corporation, enrollment, and the fund balance.
10. Audit will be conducted in August.
11. The final projected ADM is 87.5 - 88.0 students.
12. Reconciled cash balance is indicated on the financial document at $685,069.
13. Current total state holdback is noted at $158,975 which is 10%.
14. Donations received are at $18,933.
15. Lancer gave notice that they are no longer able to provide catering lunch service to the Academy at the same rate. A new lunch caterer was contracted.
16. 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) EFT/Account Signature Statement**

**Upon a motion duly made and seconded, the EFT/account signature statement was accepted as submitted.**

**5) IoWa Designation**

**Upon a motion duly made and seconded, the IoWA designation of Mr. Husain was**

**accepted as submitted.**

**6) Lease Proposal - First Look**

1. The proposed lease with Face to Face Health & Counseling was circulated for Board Members to review and discuss.
2. The current lease expired on June 30th and the Academy moved to a month-to-month arrangement as the new proposed lease from the landlord was submitted on June 28th.
3. An email of questions and answers with Mr. Husain and the Clinic admin was shared with Board members regarding specific changes to the new lease.
4. Discussion about the value of the school space in conjunction with the lease and the affiliated building corporation.
5. Discussion of a lease with a three-year arrangement instead of the historic five years.
6. Discussion of the increase of the lease operating expenses of 5% in comparison to the level of care of the school spaces like carpets and general cleaning and maintenance.
7. Mr. Husain suggests Board members review the lease and proposed edits.

**7) COVID mitigation Strategies & Rubric**

1. Review and discussion of the Academy’s Covid assessment rubric and students compliance with mask-wearing.
2. Discussion of masking for both students and staff members and how it connects to the rubric.
3. Staff recommends editing and reviewing the rubric.
4. Discussion of CDC guidelines, local wastewater reports, and Academy students’ vaccination rate.
5. Mr. Husain will provide an update in the August Board meeting.

**8) Employee Retention Credit Eligibility**

1. Review of the history of the PPE funding resources and how it connects to the disruption of services due to Covid.
2. The information about the CARES Act documents were shared with the Board members to review. This information was provided to the Academy through Deici.
3. Discussion of how the Academy could potentially qualify for a large funding stream.
4. The consultant that Deici has spoken with feels that charter schools have a strong case for qualifying for this funding stream.
5. Board members agree that Mr. Husain and Mr. Aliperto continue to investigate the ERC resource.

**9) Board Calendar for SY 2023**

**Upon a motion duly made and seconded, the Board calendar of meetings for school year 2022 - 23 was accepted as submitted.**

**10) Academy Program Report**

1. The new school year started and within the first five days of school 67 out of the 70 expected students returned. Eleven new students also started this week.
2. Discussion about reinvigorating the Informational Meeting and the waiting list for enrollment.
3. Two Academy 21 year old students were also able to fulfill graduation requirements this week.
4. There are two school wide field trips scheduled along with a short camping trip.

Meeting adjourned at 6:00 p.m.

Respectfully Submitted,

Bryan Bakke

Board Secretary