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**Face to Face Academy**

**Board Meeting Notes**

**March 27, 2023**

Attendance included Academy School Board Members Bryan Bakke, Mike Nord, John Vasecka, Margo Thomas, Rachael Blawat, and Willie Suttle. Also present for the meeting was Darius Husain (*Academy Director)* and Tom Kigin (*Advisor to the Board Members.)* Absent: Board Member Paul Roark. ***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 February 2023**

**Upon a motion duly made and seconded, the February 27, 2023 School Board Minutes were accepted as submitted.**

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

1. Financial Statements were received through February for the school year 2022/23 and shared for the Board to review.
2. Revenue is at 63% received.
3. Expenditures are 64% spent.
4. The school year is 67% complete.
5. Reconciled cash balance is $712,707.
6. Holdback is noted at $102,483.
7. Donations are noted at $8,180.
8. ADM is targeted at 89 on this statement; however, the budget revision includes a revised ADM projection of 86.
9. The Kinney Grant is being prepared for the next four-year request.
10. Food service will provide free meals for all students according to state law. Discussion about how this may affect Academy funding.
11. Special Education Director is paid at the beginning of the year and noted in purchased services.
12. 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) Camera/Surveillance Policy - First Look**

1. The Use of Video & Audio Monitoring Document was circulated for the Board Members to review.
2. Discussion of the use of cameras and how they have been useful in providing a safe place for learning.
3. Board Members were able to view the live feed from the security cameras.
4. Video footage remains in the cloud for 30 days and can be saved for future use within that 30 days.
5. Video viewing privileges can be delivered to other viewers via text when needed.
6. Mr. Husain will share the document with other staff members and a few fellow charter school directors for feedback and will present it again with Board Members to approve.

**5) Proposed SY23/24 Calendar**

**Upon a motion duly made and seconded, the calendar for school year 2023-24 was accepted as submitted.**

**6) Affiliated Building Corporation (ABC): Determining Officer Roles**

1. Mr. Husain spoke with Mr. Gitar, Mr. Kigin, Ms. Thomas, and Ms. Ricketts and they all agreed to serve on the ABC’s Board.
2. The next step is determining Roles for the ABC’s Board.
3. This Board would be responsible for meeting twice a year and the meeting can be held in person and/or over Zoom.
4. Mr. Kigin agreed to be the Board Chair.
5. Mr. Husain will discuss the roles of Treasurer and Secretary with Mr. Gitar and Ms. Ricketts.

**7) Professional Development: Academy’s Innovative Credit System**

1. Handout highlighting the innovative use of Academy’s credit system was circulated for the Board Members to review.
2. The Department of Education has labeled this as an effective best-practice system.
3. Document outlines the use of partial credits and elective hours.
4. This flexible system also addresses the ongoing enrollment for students who start in the middle of a quarter.
5. The credit system also supports student engagement and effort, especially those who do not earn full credit.
6. Board Members were able to view a sample partial credit spreadsheet.

**8) Mapping Out Remaining Board Meetings**

1. The Board Members reviewed the upcoming Board Calendar and Tasks.
2. Ms. Blawat will be absent for the April Meeting.
3. The budget for SY24 will be ready for the April Meeting.
4. The Director’s Review and Compensation Process will be presented to the Board in June with the Executive Committee Meeting being held in May.
5. The UST Board Observation will occur in the April Meeting. Mr. Nord and Mr. Bakke will be attending this meeting via Zoom.

**9)**  **Academy Program Report**

1. The students began the 4th Quarter today with conferences being held this week.
2. Students are accessing Teacher Office Hours after school more frequently.
3. The 3rd Quarter was the highest credit - earning quarter since Covid.
4. Graduation is being held in June with eight projected seniors.
5. MCA Testing will start next week.
6. UST Site Visit will also occur this month.
7. The next camping trip is planned for mid-May.
8. The Academy’s podcast is celebrating its one year anniversary.

Meeting adjourned at 5:30 p.m.

Respectfully Submitted,

Bryan Bakke

Board Secretary