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**Face to Face Academy**

**Board Meeting Notes**

**June 5, 2023**

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

**1) Review of Agenda, Conflict of Interest Regarding Agenda Items, Public**

**There were no Public Comments made to the Board.**

**2) Review of Board Minutes May 2023**

\*Board Members discussed the future protocol of reading the Board Minutes before the meeting.

**Upon a motion duly made and seconded, the May 15, 2023 School Board Minutes were accepted as submitted.**

**3) Board Calendar SY24**

**Upon a motion duly made and seconded, the School Board Calendar of Meetings for 2023/24 was accepted as submitted.**

**4) Employee Retention Credit Updates & Recommendations**

1. Employee Retention Credits - Proposal for Categorization & Use of Funds was circulated for Board Members to discuss.
2. The total amount being discussed is $260,313.
3. Discussion of what it means for a school to have a high fund balance in comparison to the size of a school enrollment.
4. Board discussion of the GASB fund balance categories and the definition of restricted and unrestricted designations.
5. Face to Face Academy has been able to report a very high staff retention rate and this was recognized by UST.
6. The Board can move the funds from assigned to unassigned funds and likewise.
7. The received funds need to be deposited by June 30th and will appear on this school year’s financial report.
8. Ms. Thomas supported the proposal of employee compensation for this school year and shopping around for the best interest rates in other banking institutions.
9. Mr. Kigin noted that it would be beneficial to have the school’s funds in different banking institutions. He also noted that the checks should be deposited immediately.
10. The employee compensation increase would be present in the June paycheck.
11. Board discussion about the funding in connection with the *ABC* and how bonding plays a role in property renovation or expansion.
12. Mr. Bakke noted that the funds should be used in the future school years for performance pay recognizing staff retention and also requested that bank statements of these funds be available for Board review.
13. Discussion of one-time pay performance incentives versus salary increases.

**Upon a motion duly made and seconded, the proposal for the Executive Director to investigate a new banking institution was accepted as submitted.**

**Upon a motion duly made and seconded, $15-20K of the funds for additional employee performance pay was accepted as submitted.**

**Upon a motion duly made and seconded, the proposal for the remaining funds to be labeled as assigned funds linked to the Academy’s strategic plan was accepted as submitted.**

**5) Executive Director Review Approval and Statement on Academic Director**

Mr. Husain and Ms. Plum stepped out of the meeting during this Board discussion.

1. Mr. Nord stated that the review was completed in the same manner that we have in the past and had received all of the informal and formal assessments on the Executive Director position.
2. It is recommended that Mr.Husain receive 100% of his rating, subject to the final testing scores.

**Upon a motion duly made and seconded, the review and compensation pay for the Executive Director was accepted as submitted.**

Mr. Bakke stated that after the review of the Team Lead Teacher position, it is recommended that Jennifer Plum should be awarded full compensation in her position as the Academic Director.

**Upon a motion duly made and seconded, the review and compensation pay for the Academic Director Director was accepted as submitted.**

**6) Program Report**

1. Reminder: Graduation Ceremony on Thursday, June 8th at Noon
2. MACS Director Eugene Piccolo announced his retirement starting in December 2023.

Meeting adjourned at 5:27 p.m.

Respectfully Submitted,

Bryan Bakke

Board Secretary