****

**Face to Face Academy**

**Board Meeting Notes**

**February 26, 2024**

Attendance included Academy School Board Members Bryan Bakke, Shannon Lowe, John Vasecka, Mike Nord, 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*.) ***This Board Meeting was conducted both on campus and via Zoom so that all attendees could attend.***  Absent: Board Member Paul Roark.

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

There were no conflict of interest items noted. The budget revision was added.

**2) Public Comment Period**

There were no Public Comments made to the Board.

**3) Review of Board Minutes January 2024**

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

**Upon a motion duly made and seconded, the January 22, 2024 School Board Minutes were accepted as submitted.**

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

1. Financial Statements were received through January for the school year 2022/23 and shared for the Board to review.
2. Revenue is at 48% received.
3. Expenditures are 54% spent.
4. The school year is 58% complete.
5. Reconciled cash balance is $943,698.
6. Holdback is noted at $96,729.
7. Donations are at $13,231.
8. The budget reflects a revised ADM of 85 students.
9. Review of the food service fund.
10. 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. Approval noted by Ms. Lowe, Mr. Vasecka, Mr. Nord, Mr. Suttle, Ms. Blawat, and Mr. Bakke.**

**5) Budget Revision**

1. The revised budget for SY 2024 was circulated for review.
2. Adjusted ADM for revised budget is 85 students
3. Discussion of the new Library Aide & Student Support Aide.
4. ESSER funds are available through September 30th.
5. Discussion of donations and how interest rate income affects revenue.
6. Board Members agreed to review the revised budget for the next meeting.

**6) Update – 792 Rose Ave E. Property**

1. Update about the city zoning definitions of use for the purchased lot for the Academy.
2. Lawyer has been in contact with the City of Saint Paul in regards to getting the area zoned appropriately so that a permit can be purchased for the fence.
3. The City of Saint Paul wants to zone the area for “agriculture” and not education.
4. Mr. Husain outlined the three options to process with the City: 1) accept the option of “agriculture,” 2) appeal the decision, or 3) attempt to re-apply with a see-through fence.

**Upon a motion duly made and seconded, the encouragement and funding for the ABC to appeal the zoning definition was accepted as submitted. Approval noted by Ms. Lowe, Mr. Vasecka, Mr. Nord, Mr. Suttle, Ms. Blawat, and Mr. Bakke.**

**7) School Year 2025 Calendar**

**Upon a motion duly made and seconded, the 2024/25 school calendar was accepted as submitted.**

**8) Professional Development: Digital Learning Days Best Practices**

1. Scheduled Digital Instruction Days handout was shared with Board Members to review.
2. Discussion included requirements and Best Practices and how the Academy runs their online programming.

**9) Academy Program Report**

1. Daily onsite attendance has been steadily increasing along with online attendance. There have been no students who have dropped off the enrollment in the last contact period. Student progress reports are also indicating more success.
2. MCA testing session will start next week with Science followed by Reading & Math in April.
3. The next Board Meeting is on Monday, March 25th.

Meeting adjourned at 5:30 p.m.

Respectfully Submitted,

Bryan Bakke

Board Secretary