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**Face to Face Academy**

**Board Meeting Notes**

**September 20, 2024**

Attendance included Academy School Board Members Bryan Bakke, Mike Nord, Rachael Blawat, Shannon Lowe, and Willie Suttle.

Also present for the meeting was Darius Husain (*Academy Director*,) Danielle Miller (*Liaison from the University of Saint Thomas' Authorizing office,)* Janel Bitzan (*Creative* *Planning / BerganKDV,*) Tom Kigin (*Advisor to the Board Members,)* and Joe Aliperto (*Deici.*)

Absent: Board Members John Vasecka and Paul Roark.

***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**

Item added to the agenda: *Star Tribune*’s recent article on charter schools.

There were no conflicts of interest noted.

**2) Public Comment Period**

There were no Public Comments made to the Board.

**3) SY 24 Financial Audit Report: Welcome Creative Planning**

1. Audit report summary presented to Board Members by Ms. Bitzan.
2. Discussion of ADM, revenue, and expenditures in relation to SY 24 audit and in comparison to previous years.
3. Discussion about the food service and the annual need to transfer funding from the general fund to the food service fund.
4. The audit has no findings.
5. Compliments to the Board Members, Academy Staff, and Deici for the clean audit.

**Upon a motion duly made and seconded, the SY 24 audit was accepted as submitted. Approval noted by Mr. Nord, Mr. Suttle, Ms. Lowe, Ms. Blawat, and Mr. Bakke.**

**4) *Star Tribune’s* Recent Article on Charter Schools**

1. Mr. Husain summarized the general content of the article and its negative generalization of Minnesota’s charter schools.
2. Mr. Husian was interviewed by the authors for this article and was not quoted.
3. Article is available for Board Members to read if requested.
4. Discussion of MACS’s recommendation to both charter schools and authorizers to have more of a unified response.
5. Discussion of MACS’s role in the media and the legislature.

**5) Review of August 2024 Board Minutes**

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

**Upon a motion duly made and seconded, the August 19, 2024 School Board Minutes were accepted as submitted.**

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

1. Financial Statements were received through August 31 for the school year 2023/24 and shared for the Board to review.
2. Revenue is at 15% received.
3. Expenditures are 14% spent.
4. The school year is 17% complete.
5. Reconciled cash balance is $854, 251.
6. Holdback is noted at $30, 559.
7. Donations are noted at $21, 450.
8. The budget reflects an ADM of 87.
9. ESSER II Funds expire on September 30.
10. Petty cash was for attendance awards and conference incentives.
11. 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 Mr. Nord, Ms. Lowe, Mr. Suttle, Ms. Blawat, and Mr. Bakke.**

**7) Certification of the Board Ballot & Election Process**

1. Draft of Board Ballot and Roster was shared for Members to review.
2. A Memo of Legislative Changes was circulated to review for Board Members.
3. Mr. Husain summarized the legislative changes for charter school boards which includes that board terms run from July - June, terms are a minimum of two years, and the requirement that board members are trained before they are seated.
4. Once the Board has been seated, the Board can assign the roles. Recommendation for the addition of the Vice Chair role.
5. Mr. Husain highlighted the proposal in order for the Board to be in compliance.
6. Proposal: *All Board terms will reflect the new cycle of July - to June cycle.*
7. Ballot Edit: *Remove the duplication of Mike Nord’s term description.*

**Upon a motion duly made and seconded, the above Proposal and Ballot (with edits) was accepted as submitted. Approval noted by Mr. Nord, Ms. Lowe, Mr. Suttle, Ms. Blawat, and Mr. Bakke.**

**8) Outdoor/Experiential Space - Development Update**

1. Memo on Outdoor & Experiential Space Update was shared for Board Members to review.
2. Kitchen renovation will begin soon and should be completed by the end of November.
3. Health & Counseling approved the Site Maps and were supportive of both concepts of the court layouts. Their administration is also meeting with their Board for further guidance.
4. Discussion of the approved HGA grant and the 2-day workshop with their design team for guidance on the space which includes professional rendering and marketing materials for future fundraising.

**9) In-Person & Online School Enrollment Matrix**

1. The Equitable Access Leaning Model’s Enrollment Matric was shared for Board Members to review.
2. The new matrix highlights the enrollment process for a prospective student pursuing either in-person, online, or hybrid enrollment.
3. Discussion how a higher online enrollment affects the ADM and the enrollment options for students after attending the Informational Meeting.
4. Clarification that a student starting in the online program does not expedite in-person enrollment.
5. Families are indicating that they prefer that students are enrolled as soon as possible and the online program allows an opportunity to start school while waiting to start in person.
6. Discussion about the online and in-person numbers.
7. There are currently 12-15 students on the waiting list for in-person enrollment.

**10) Academy Program Report**

1. Quarter One ends this week.
2. Graduation is December 12 and the place is to be determined.
3. The next Board Meeting is scheduled for Monday, October 21.
4. The STU’s Board observation is scheduled for November.

Meeting adjourned at 6:15 p.m.

Respectfully Submitted,

Bryan Bakke

Board Secretary