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**Face to Face Academy**

**Board Meeting Notes**

**October 22, 2024**

Attendance included Academy School Board Members Bryan Bakke, Mike Nord, John Vasecka, and Willie Suttle. Also present for the meeting was Darius Husain (*Academy Director*) and Tom Kigin (*Advisor to the Board Members).*

Absent: Board Members Paul Roark, Shannon Lowe, and Rachel Blawat.

***This Board Meeting was conducted both on campus and via Zoom so that all attendees could attend.***

**1) Certifying the Board Election Results and Seating of Members**

**Upon a motion duly made and seconded, the School Board Election Results were accepted as submitted (as noted below.\*) Approval noted by Mr. Nord, Mr. Suttle, Mr. Vasecka, and Mr. Bakke.**

**\*Board Terms would go through June as the following:**

**John Vasecka- three year term/ expires 2027**

**Shannon Lowe- one year term/expires 2025**

**Willie Suttle- three year term/expires 2027**

**Rachel Blawat- two year term/expires 2026**

**Upon a motion duly made and seconded, the School Board Roles were accepted as submitted (as noted below.\*) Approval noted by Mr. Nord, Mr. Suttle, Mr. Vasecka, and Mr. Bakke.**

**\*Board Offices:**

**Board Chair - Mike Nord**

**Vice Chair - WIllie Suttle**

**Treasurer - Bryan Bakke**

**Secretary - Unfilled**

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

There were no conflicts of interest noted.

**3) Public Comment Period**

There were no Public Comments made to the Board.

**4) Review of September 2024 Board Minutes**

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

**Upon a motion duly made and seconded, the September 20, 2024 School Board Minutes were accepted as submitted.**

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

1. Financial Statements were received through September 30 for the school year 2023/24 and shared for the Board to review.
2. Revenue is at 22% received.
3. Expenditures are 26% spent.
4. The school year is 25% complete.
5. Reconciled cash balance is $935,521.
6. Holdback is noted at $48,838.
7. Donations are noted at $22K.
8. The *ABC* dues are $83,645.
9. The budget currently reflects an ADM of 89. The budget is based on 87 ADM. The Academy is experimenting with enrolling students who are on the waiting list to join the online program as they await a space to open for the in-person instruction. Thus, the Academy’s ADM is higher than normal at this time of the school year.
10. October rent and operating expenses have been paid.
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, Mr. Suttle, Ms. Vasecka, and Mr. Bakke.**

**6) Annual Charter School Statement of Assurances**

This paperwork has been submitted.

**7) Review of the Annual Report SY 24**

1. The SY 24 Annual Report was circulated for Board Members to review.
2. The Highlights from SY 24 were shared along with enrollment trends.

**8) Board Development - Authorizer Goal & Accountability Framework**

1. The goals and their results as noted in the SY 24 Annual Report were shared for Board Members to discuss.
2. Comparisons reviewed of the Academy students’ performance on the MCA tests with the local district and state levels. Comparisons were also viewed about the “Focus” students - those students who qualify for free and/or reduced lunch.
3. Discussion about the engagement process the Academy takes with students prior to testing so that students understand why they are testing and what their testing goals are.
4. Review of the credit accumulation and attendance goals.

**Upon a motion duly made and seconded, the Annual Report for SY 2024 was accepted as submitted.**

**9) Outdoor/Experiential Space - A Brief Update**

1. Four staff members were able to attend the 2-day workshop at HGA with their staff members to create a site rendering to develop the outdoor space. The workshop also included a meeting with a project manager. Academy staff were able to work with three landscape architects.
2. The site rendering was completed and sent to the project manager so that costs can be determined.
3. Mr. Husina will present the rendering and the cost projection at the November meeting.

**10) Review of Upcoming Meetings**

1. The Academy’s authorizer will be visiting and observing the Board at the November meeting and has asked to attend future meetings each quarter.
2. All Board Members should plan to attend in person for the November Board meeting for the observation.

**11) Academy Program Report**

1. Second quarter has begun.
2. Enrollment is higher than normal.
3. Staffing has been a challenge with the frequent absences by Paul Roark.

Meeting adjourned at 5:30 p.m.

Respectfully Submitted,

Bryan Bakke

Board Secretary