

Meeting Date: July 14, 2021

Approved by:  on 8/24/21.

ATTENDANCE

Name	Name
Maynard Harvey (MH)/Principal	Lara Barchard (LB)/Director
Judy Williams (JW)/ Board Chair	Elisabeth Sahhar (ES)/Staff
Margaret Moran (MM)/Director	Rebecca Null (RN)/ Staff
Tawanna Johnson (TJ)/Staff	Tabitha Chapman/Staff
Sydney Sampson (SS)/Staff	Aida Delgado/Staff
Hector Alberty (HA)/ Staff	Daijiah Porter/Staff
Tanisha Manning/Staff	Antonia Elia/Staff
Amy Quesenberry (AQ)/Staff	Amanda Gordon/Staff
Joyce Gelinas/Staff	

MEETING LOCATION & TIME:

Building/Room: Zoom Video Conferencing Platform

Actual Start/End: 5:33 PM - 6:19 PM

Meeting Recorder: Hector Alberty (HA), Administrative Assistant to the Principal

I. CALL TO ORDER:

- JW- 5:33 PM Judy William called the meeting to order. A quorum was met.

II. REVIEW OF PUBLIC NOTICE:

- Posted on School Website
- Posted on School Facebook Account Page
- Posted on ClassDojo
- Posted on School Premises

III. APPROVAL OF MINUTES- June 16, 2021.

JW- Asked the board directors if they had an opportunity to review the June 16, 2021, board meeting minutes; they had. MM made a motion to approve the minutes for June 16, 2021, LB seconded the motion, motion passes- 5:33pm.

IV. REPORTS:

- a. Review of District Compliance Checklist/Status-** MH stated that the current compliance score is 98%. FACE will continue to monitor submissions and aim to submit due items prior

to any posted deadlines. MH asked the board if any additional questions regarding the district compliance status were had at this time, none were had.

- b. Review of Financials-** MH touched upon key points found in the monthly cash flow report and statement of activities report. MH provided reasoning regarding the difference in projected revenue and actual, surrounding monthly student payments realized. MH asked the board if any additional questions regarding the monthly financials were had at this time. None were had at this time.
 - c. Operations and Management Review-** MH stated that as of today, all teacher positions are filled; some of which will continue to work on their agreements to earn and others will enter theirs. Interviews for IA vacancies are currently being conducted. MH anticipates that these positions will be filled by the start of the school year. MH discussed the RBT requirements that IAs must meet by year's end. MH asked the board if any additional questions regarding the operations and management review were had at this time. MM asked if they had already been onboarded. MH stated that they have been on our end, however, some are waiting on fingerprinting appointments from the district.
- **Curriculum & Learning Department Report- Sydney Sampson**
 - SS stated that this month there were no changes for certification nor updates, thus no curriculum and learning addendum was submitted for board review. SS stated that her department is currently wrapping up on some final training items, in anticipation for staff's return to preplanning.
 - **ESE Department Report- Tawanna Johnson**
 - TJ stated that the ESE department is currently reviewing and scheduling transfer IEP meetings, as well as preparing their preplanning trainings for the end of this month. TJ asked the board if any additional questions regarding the ESE department report were had at this time, none were had.
 - **Data Processor Report- Amy Quesenberry**
 - AQ stated that FACE currently has 150 students enrolled for the 2021-2022 school year. MH stated the administrative team will continue to monitor student placement to ensure that there is not an undue burden on classrooms, regarding student to staff ratio. Additionally, the evaluation on potentially bringing in/accepting more students anticipating that some students may withdraw will be continually conducted by the administrative team. AQ stated that she is currently working on completing student scheduling and getting it into the system.
 - **Behavior Department Report- Juliana G.-Isazu**
 - JI was not able to attend. MH stated that the behavior department is currently working on preparing/finalizing their preplanning trainings for the end of this month.

V. OLD BUSINESS:

N/A

VI. NEW BUSINESS

- **Approval of 2021-2022 Proposed Employee Handbook** - MH asked the board if they had an opportunity to review the 2021-2022 Proposed Employee Handbook, and if they had any questions surrounding it; they had reviewed the document. MM asked if this had been submitted to FACE’s lawyers for review, MH stated that it had been submitted to ADP for review. MM also inquired about the process in which staff would sign/acknowledge terms listed therein. MH stated that staff would receive a separate sign off sheet to sign and turn into the main office. LB presented a motion to approve the 2021-2022 Proposed Employee Handbook, MM seconded the motion. Motion passes- 5:57pm.
- **Approval of 2021-2022 Proposed Student/Parent Handbook-** MH asked the board if they had an opportunity to review the 2021-2022 Proposed Student/Parent Handbook, and if they had any questions surrounding it; they had reviewed the document and no additional questions were had at this time. LB presented a motion to approve the 2021-2022 Proposed Employee Handbook, MM seconded the motion. Motion passes- 5:57pm.
- **Approval of 2021-2022 Proposed Budget-** MH asked the board if they had an opportunity to review the 2021-2022 Proposed Budget, and if they had any questions surrounding it; discussion ensued. MM inquired about the internal receipt tracking process. MH stated that receipts will be uploaded onto the HubDoc system, of which David H. will provide access to FACE board members. MM presented a motion to approve the 2021-2022 Proposed Budget, JW seconded the motion. Motion passes- 6:13pm.

VIII. ADJOURNMENT:

- 6:19 PM- JW asked for a motion to adjourn the meeting. MM presented a motion to adjourn; LB seconded the motion. Motion passes.

ACTION ITEMS:

Action	Assigned To	Deadline
N/A	N/A	N/A

MOTIONS APPROVED:

Motion	Motion	Seconded
Approval of June 16, 2021, Board Meeting Minutes- 5:33pm.	MM	LB
Approval of 2021-2022 Proposed Employee Handbook- 5:57pm	LB	MM
Approval of 2021-2022 Proposed Student/Parent Handbook- 5:57pm	LB	MM
Approval of 2021-2022 Proposed Budget- 6:13pm	MM	JW
Motion to Adjourn- 6:19pm.	MM	LB