



Meeting Date: September 20, 2023

Approved by: Joseph K. Williams on 10/18/23.

ATTENDANCE

Name	Name
Judy Williams (JW)/ Board Chair	Sydney Sampson (SS)/Staff
Lara Barchard (LB)/Director	Tabitha Chapman/Staff
Juliana Giraldo-Isaza (JGI)/Staff	Karen Kelley (KK)/Staff
Sarah Howard-Wilms (SHW)/Staff	Aida Delgado/Staff
Rebecca Null/Staff	Susette Troche Silva/Staff
Tanisha Manning/Staff	

MEETING LOCATION & TIME:

Building/Room: Microsoft Teams Video Conferencing Platform

Actual Start/End: 5:35PM–6:25PM

Meeting Recorder: Karen Kelley (KK), Administrative Assistant

I. CALL TO ORDER:

- JW- 5:35PM Judy Williams called the meeting to order. A quorum was met.

II. REVIEW OF PUBLIC NOTICE:

- Posted on School Website
- Posted on School Premises

III. APPROVAL OF MINUTES- August 16, 2023, Board Meeting.

JW- Asked the board directors if they had an opportunity to review the August 16, 2023, board meeting minutes; they had. LB made a motion to approve the minutes for August 16, 2023. JW seconded the motion, motion passes- 5:36pm.

IV. REPORTS:

- a. **Review of District Compliance Checklist/Status-** The District Compliance score is at 94%.
- b. **Review of Financials-** MM stated that everything is going well. There is an issue that is being worked on regarding a payment to a company that was made and not credited. The invoice was paid in full, and we sent the bank information where the funds cleared. Discussion ensued.

- c. **Operations and Management-** SHW stated that we are continuing to hire Instructional Assistants and certified teachers for some of our classrooms. We continue to work on the National School Lunch Program. I attended a two-day training last week and we are on the last steps of becoming our own sponsor for school breakfast and lunch. Our 1st development professional day in about a week. We are preparing for the end of the 1st quarter. SS stated that our enrollment is currently at 145 students. We targeted 150. We are going to do another enrollment push. We have a few offers pending and we will continue to push to fill those vacancies. Discussion ensued.
- **Assistant Principal/Curriculum-Learning Department Report**
 - ✓ SS stated that the specials programs has made newsletter to be featured at the Board meeting as well as sharing with the FACE community. This is a way to get a snapshot of what the programs in our building are doing. It is also lovely to see student photos engaging in these programs. These are great materials for us to utilize for marketing or fundraising. Discussion ensued. As far as certification is concerned, we do not have any new hires for out of field to be presented at the moment. We did hire a teacher who has sent in his application for his teaching certificate, so as soon as he receives his statement of eligibility, we will present him to the board. We will code him as a substitute teacher until that is received. He is an RBT and has been working with some of our students on our campus. No other changes to report with agreements to earn. It is testing time.
 - **ESE Department Report**
 - ✓ RN introduced Tanisha Manning (TM), the new ESE Manager. TM stated that she has been working with the teachers and making sure that their IEPs are everything that they need to be. So far, we have been hitting the ground running. RN stated that Tanisha has been doing an absolutely amazing job. Her position has definitely been very helpful in terms of being able to coordinate with the teachers so that I can focus on the district side, and the harder things, as well as holding the meetings. With that being said, as of September 15, 2023, we have had 16 IEP meetings. They were all pretty much revisions and that was pretty much to get the students in to FACE. As you can see, some of those have come and gone which is unfortunate. As we continue to grow our numbers, obviously we will have more meetings. IEP season has started. It will be incredibly busy during the month of October.
 - **Behavior Department**
 - ✓ JGI stated we do not have anyone that has completed the RBT training this month. Incident Reports - We have had 39 behavior incidents this month. We continue working and implementing strategies to decrease that number. Usually at the beginning of the school year we have a lot of incident reports. The same thing happens after the breaks. This year we are tracking the data so that we can

make a comparison of the data at the end of the year. Restraints – We had one restraint. We had one referral for additional services. We had two students that started ABA therapy and will have providers coming to the class. Behavior Plans – I am working on creating the files. We are working on rebuilding the documents and recovering from the loss of documents. Discussion ensued.

V. OLD BUSINESS: None

VI. NEW BUSINESS

- ✓ SS discussed the FACE 23-24 School Improvement Plan. This was a learning process for us. Discussion ensued.
 - 6:14PM – JW made a motion to approve the FACE 23-24 School Improvement Plan. LB seconded the motion. Motion passes.
- ✓ SS discussed the FACE 23-24 Comprehensive Evidence-Based Reading Plan
 - 6:15PM – LB made a motion to approve the FACE 23-24 Comprehensive Evidence-Based Reading Plan. JW seconded the motion. Motion passes.
- ✓ SS discussed the FACE 23-24 Crisis Management Plan.
 - 6:21PM – LB made a motion to approve the FACE 23-24 Crisis Management Plan. JW seconded the motion. Motion passes.
- ✓ SS discussed the updated FACE 23-24 School Calendar.
 - 6:24PM - JW made a motion to approve the updated FACE 23-24 School Calendar. LB seconded the motion. Motion passes.

VIII. ADJOURNMENT:

- 6:25PM- JW made 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 Minutes: August 16, 2023- 5:35pm.	LB	JW
Approval of FACE 23-24 School Improvement Plan – 6:14pm.	JW	LB
Approval of FACE 23-24 Comprehensive Evidence-Based Reading Plan – 6:15pm.	LB	JW
Approval of FACE 23-24 Crisis Management Plan – 6:21pm.	JW	LB
Approval of Updated FACE 23-24 School Calendar – 6:24pm.	JW	LB
Motion to Adjourn- 6:25pm.	MM	LB