

Meeting Date: September 21, 2022

Approved by: Judith K. Williams on 10/19/22.

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## ATTENDANCE

Name	Name
Maynard Harvey (MH)/Principal	Lara Barchard (LB)/Director
Judy Williams (JW)/ Board Chair	Ashley Sadowski/Staff
Rebecca Null (RN)/Staff	Madison Goodman/Staff
Sydney Sampson (SS)/Staff	Tabitha Chapman/Staff
Hector Alberty (HA)/ Staff	Karen Kelley (KK)/Staff
Aida Delgado/ Staff	Jodi Pelletier/Staff
Sarah Howard-Willms (SW)/Staff	Catherine Fancher/Staff
Ezequiel Fernandez/Staff	Joyce Gelinas/Staff

### **MEETING LOCATION & TIME:**

**Building/Room:** Microsoft Teams Video Conferencing Platform

**Actual Start/End:** 5:33PM – 6:21PM

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

### **I. CALL TO ORDER:**

- JW- 5:33PM 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 School Premises

### **III. APPROVAL OF MINUTES- August 17, 2022.**

JW- Asked the board directors if they had an opportunity to review the August 17, 2022, board meeting minutes; they had. LB made a motion to approve the minutes for August 17, 2022. JW seconded the motion, motion passes- 5:36pm.

### **IV. REPORTS:**

- Review of District Compliance Checklist/Status-** MH stated that FACE’s 2022-2023 district compliance score currently is 98 and upcoming submission items will continue to be monitored and submitted. 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-** Monthly financial documents were not available at this time for review or comment. MH apologized to the board, on behalf of FACE's bookkeeper, for the absence of these documents. MH to share the monthly financial documents with the board once they are made available. MH shared that he as been in discussions with Applied Business Solutions on searching/hiring a replacement bookkeeper prior to David Hand's exit.
- c. Operations and Management-** MH presented the staffing status to the board. MH has been interviewing and hiring to fill in current vacancies.
  - **Principal Report- Maynard Harvey**
    - ✓ MH stated that FACE continues to work with Applied Business Solutions and their candidate screening process for potential new hires. Discussion ensued.
  - **Assistant Principal/Curriculum & Learning Department Report- Sydney Sampson**
    - ✓ SS asked that the board reference the submitted certification report. SS stated that there are no board actions required this month regarding teaching out-of-field or extensions to agreements-to-earn. Discussion ensued. SS discussed the status of the beginning of the school year testing, upcoming "Science Week"/Science Fair, and two Title I events that were held in the month of September: Muffins with Mom and Granola with Grandparents. Discussion ensued.
  - **ESE Department Report- Rebecca Null & Sarah Howard-Willms**
    - ✓ SW stated that the ESE department is currently working/preparing for several upcoming IEPs. SW shared that the only concern/barrier that ESE is facing is regarding out-of-state transfer IEPs. SW stated the district's DRTs who were deployed to cover teacher/classroom vacancies are attempting to catch up on their caseloads. ESE has submitted all required paperwork and are simply waiting to hear when these transfer IEP meeting can be conducted. SW stated that the ESE department is not completely certain if these meetings will be conducted prior to date certain or how it will impact funding. Discussion ensued.
  - **Data Processor- Karen Kelley**
    - ✓ KK stated that the current student enrollment count is 158, with a prospective student possibly starting next week. KK stated there are still prospective students on the waitlist. Discussion ensued. MH discussed the Project Search teacher and instructional assistant payment plan had with Pepin Academy. FACE will submit an invoice to Pepin for the payment of half of the designated teacher's salary, and Pepin will submit an invoice to FACE for the payment of half of the designated instructional assistant's salary. This will occur biannually, once at the end of the semester and another at the end of the school year. Discussion ensued.

- **Behavior Department- Maynard Harvey**
  - ✓ MH stated that Juliana Giraldo-Isaza was not available to attend, however reported on her behalf that the Behavior Department is on track. MH stated that the current number of RBTs on staff is 25 with multiple staff members expressing interest in becoming RBTs.

## V. OLD BUSINESS:

N/A

## VI. NEW BUSINESS

- **Approval of Proposed Teacher Salary Increase Allocation Plan:** MH explained the proposed TSIA. Discussion ensued. MH asked the board to formally approve the proposed TSIA. JW made a motion to approve the Proposed Teacher Salary Increase Allocation Plan. LB seconded the motion, motion passes- 6:03pm.
- **Approval of Proposed Basketball Fence Bid:** MH discussed the proposed basketball fence bid that FACE had received. Discussion ensued. The insurance refund of \$5032.00 will be used towards replacing the damaged fence, along with \$1950.00 of fundraiser monies. There is a potential \$1800.00 that can be submitted for reimbursement via the insurance company once the installation is completed. JW asked if this includes reinforcing the top portion of the fence, MH stated that it does. Discussion ensued. MH asked the board to formally approve the proposed basketball fence bid, with the projected timeframe for installation to be 10-14 days. JW made a motion to approve the Proposed Basketball Fence Bid. LB seconded the motion, motion passes- 6:09pm.
- **Approval of FACE 2021-2022 Audit:** MH asked that the board reference the 2021-2022 Audit report provided by King & Walker. Discussion ensued. JW asked that MH send an email to the board members with this audit report and that a formal approval would be made via email.
  - An email was sent to all three Board of Directors on 09.21.2022 at 6:23pm by MH. LB approved the 2021-2022 audit on 09.21.2022 at 9:22pm, JW approved the 2021-2022 audit on 09.21.2022 at 9:33pm, and MM approved the 2021-2022 audit on 09.21.2022 at 9:52pm. Motion passes- 9:52pm.

## VIII. ADJOURNMENT:

- 6:21PM- JW asked for a motion to adjourn the meeting. JW presented a motion to adjourn; LB seconded the motion. Motion passes.

**ACTION ITEMS:**

<b>Action</b>	<b>Assigned To</b>	<b>Deadline</b>
MH to send the FACE 2021-2022 Audit Report to the Board Members for approval.	MH	09.30.2022

**MOTIONS APPROVED:**

<b>Motion</b>	<b>Motion</b>	<b>Seconded</b>
Approval Of Minutes: August 17, 2022- 5:36pm.	LB	JW
Approval of Proposed Teacher Salary Increase Allocation Plan -6:03pm.	JW	LB
Approval of Proposed Basketball Fence Bid -6:09pm.	JW	LB
Approval of FACE 2021-2022 Audit -9:52pm.	JW	LB
Motion to Adjourn- 6:21pm.	JW	LB