

Meeting Date: December 16, 2020

Approved by:  on 1/20/2021.

ATTENDANCE

Name	Name
Maynard Harvey (MH)/Principal	Ashley Sadowski/Staff
Judy Romera Williams (JRW)/ Board Chair	Elisabeth Sahhar (ES)/Staff
Margaret Moran (MM)/Director	Alesha McKay (AM)/Staff
Juliana G-Isaza (JI)/Staff	Christine Traynor/Staff
Sydney Sampson (SS)/Staff	Tabitha Chapman/ Staff
Hector Alberty (HA)/ Staff	Aida Delgado/Staff
Antonia Elia/Staff	David Hand (DH)/Bookkeeper
Gail McNulty/Staff	Evelyn Suarez/Staff
Tatice Waddell/Staff	Amy Quesenberry (AQ)/Staff
Sherry Maklary (SM)/Director	Joyce Gelinas/Staff
Christopher Davis/Staff	Renee Gnisci/Parent
Daijah Porter/Staff	Jimenez Family/Parent
Tawanna Johnson/Staff	Malkahi Banks/Parents

MEETING LOCATION & TIME:

Building/Room: Zoom Video Conferencing Platform

Actual Start/End: 5:30 PM - 6:48 PM

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

I. CALL TO ORDER:

- JRW- 5:30 PM Judy Romera Williams 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- November 18, 2020.

JRW- Asked the board directors if they had an opportunity to review the November 18, 2020 board meeting minutes; they had. MM made a motion to accept the minutes for November 18, 2020, SM seconded the motion, motion passes- 5:31pm.

IV. REPORTS:

- a. Review of District Compliance Checklist/Status-** JRW- Asked how FACE was performing in terms of compliance. In reviewing the compliance report, MH stated that the current compliance score is 98%.
- b. Review of Financials-** A run-down on the financial report for November was given by DH. DH stated that he was able to separate and provide breakdowns in regard to salaries, payroll taxes, and additional fees from ADP; previously this all information was combined in the “benefits” line item of the financial report. Additionally, DH stated that FACE was hitting its FEFP numbers and was he able to update projections on the financial report, so they reflect for a lower student count in March 2021. JRW inquired about rent payments, DH stated that payments are being made prior to the end of the month; December 2020 rent payment was made in November 2020, etc. MH inquired if anticipated ESSR, Title I, and district monies were projected on the report. DH stated that it is projected in future months. MH informed the board that spending will be closely monitored and scrutinized for the remainder of the year. JRW asked the board if they had any questions regarding November’s financials, none were had at this time.
- c. Operations and Management Review:**
 - **Employee Turnover Report/Personnel and Staffing-** MH stated that November reflected the loss of 1 staff member and that December reflected the loss of additional staff members. MH indicated that where those losses reflected instructional assistants, those positions at this time do not require hiring. MH informed the board that 5 certified teachers have been added/hired and will be on campus by January 4, 2021. Reassignment of staff, those that served as substitute teachers, will be planned in the next coming weeks to fit the needs of the program. JRW inquired about FACE’s instructional plan for the remainder of the school year.
 - **Principal Report- Maynard Harvey**
 - MH stated that he has forwarded the board the district required, Assurance Plan Spring 2021. This document details FACE’s instructional plan for the remainder of the school year. This document was required for submission on 12-15-2020 and it has been approved. Further discussion regarding this to be had in January’s Board of Directors Meeting. Declaration of Intent survey to be reset out to parents/guardians on 12-18-2020. MH went over the various field trips, events, and celebrations had both in November and December. MH asked the board if they had any questions regarding the principal’s report, none were had at this time.

○ **ESE Department Report- Elisabeth Sahhar & Alesha McKay**

- ES stated the ESE is currently 100% compliant in regard to IEPs, evaluations, and other documents. ES stated that the ESE department is sending out IEP drafts from the EDconnect system for parents/guardians to follow prior to their student's meetings. ES asked the board if they had any questions regarding the ESE Department report, none were had at this time.

○ **Curriculum & Learning Department Report- Sydney Sampson**

- SS asked the board to refer to the sent addendum. SS asked that the board approve 5 hired teachers who are out-of-field; Caroline Deleon, Gail McNulty, Shania Valdez, Geraldine January, and David Ishaq. MM inquired about the order in which they need to obtain their certifications and if all teachers need to be K-12 certified. SS stated that there is no particular order that these certifications need to be taken/obtained. Additionally, that all teachers are certified for ESE K-12. SS stated that agreements to earn have been extended until the end of the 2020-2021 school year. Lastly, SS is coordinating with teachers on how they will proceed towards obtaining their reading endorsements. There are currently two possible professional development paths in place, one being through a series of competency courses offered by the district and the other an exam. Lastly, SS stated that all identified staff needed to preform assessments in spring are trained.
- ✓ Approval of Out of Field Teachers- Caroline DeLeon- SM made a motion to approve out-of-field teacher Caroline DeLeon, SM seconded the motion, motion passes- 6:07pm.
- ✓ Approval of Out of Field Teachers- Gail McNulty - SM made a motion to approve out-of-field teacher Gail McNulty, SM seconded the motion, motion passes- 6:07pm.
- ✓ Approval of Out of Field Teachers- Shania Valdez - SM made a motion to approve out-of-field teacher Shania Valdez, SM seconded the motion, motion passes- 6:07pm.
- ✓ Approval of Out of Field Teachers- Geraldine January - SM made a motion to approve out-of-field teacher Geraldine January, SM seconded the motion, motion passes- 6:07pm.
- ✓ Approval of Out of Field Teachers- David Ishaq - SM made a motion to approve out-of-field teacher David Ishaq, SM seconded the motion, motion passes- 6:07pm.

○ **Data Processor Report- Amy Quesenberry**

- AQ provided an update on FACE's student numbers and the prospect of several new students that will be joining/enrolling. MM inquired if families are aware of the

instructional platforms that FACE is currently offering, virtual and brick-n-mortar. AQ stated that she informs families of these two options.

○ **Behavior Department Report- Juliana G.-Isazu & Evelyn Suarez**

- JI went over two initiatives that the behavior department have sought to execute this year, one being materials created for students that have behavior intervention plans that were sent home to support families in continuing to implement strategies outlines in said plan, respectively. The other initiative being a monthly newsletter, which targets assisting families from a mental health perspective. JI introduced the board to Evelyn Suarez, an RBT and member of the behavior department who assisted in constructing the sent newsletter. Evelyn Suarez provided information on her background and the resources listed/found with the newsletter for families.

V. OLD BUSINESS:

- N/A

VI. NEW BUSINESS

- **Proposed Calendar Change:** MH asked that the board approve a proposed calendar change for January 4, 2021 from a student day to a non-student day. Discussion ensued regarding if instructional hours for the quarter have been met, MH stated that they have. MM made a motion to approve proposed calendar change: January 4, 2021 from student day to non-student day, JRW seconded the motion, motion passes- 6:46pm.

VIII. ADJOURNMENT:

- 6:48 PM- JRW asked for a motion to adjourn the meeting. MM presented a motion to adjourn; SM seconded the motion. Motion passes.

ACTION ITEMS:

Action	Assigned To	Deadline
Place “Assurance Plan Spring 2021” onto January BOD Agenda	HA	Prior to January BOD Meeting.

MOTIONS APPROVED:

Motion	Motion	Seconded
Approval of November 18, 2020 Board Meeting Minutes- 5:31pm.	MM	SM
Approval of Out of Field Teachers- Caroline DeLeon- 6:07pm.	SM	MM
Approval of Out of Field Teachers- Gail McNulty- 6:07pm.	SM	MM
Approval of Out of Field Teachers- Shania Valdez- 6:07pm.	SM	MM
Approval of Out of Field Teachers- Geraldine January- 6:07pm.	SM	MM
Approval of Out of Field Teachers- David Ishaq- 6:07pm.	SM	MM
Approved Proposed Calendar Change: January 4, 2021 from Student Day to Non-Student Day- 6:46pm.	MM	JRW
Motion to Adjourn- 6:48pm.	MM	SM