

Meeting Date: January 15, 2020

Approved by:  on 2/26/20

**ATTENDANCE
MEETING LOCATION & TIME**

Name	Title	Present
Ron Sklaver (RS)	Board Chair	P
Sherry Maklary (SM)	Director	P (Telephone)
Judy Romera (JR)	Director	P
Caryl-Marie Barron (CB)	Principal	P
Sydney Sampson (SS)	Director of Curriculum and Instruction	P
Maynard Harvey (MH)	Assistant Principal	P
Karen Kelley	Staff	P
Hector Alberty	Staff	P (Telephone)
Amy Quesenberry	Staff	P (Telephone)

Building / Room: Main Conference Room

Actual Start / End: 5:40 pm / 6:55 pm

Meeting Transcriber: Karen Kelley (KK)

AGENDA & MINUTES

- **Review of Public Notice**
 - Posted on school door and website

RS -5:40 pm Ron Sklaver called the meeting to order.

KK - Confirmed that the meeting was posted on Website and School bulletin board.
- **Approve Minutes** – RS – Asked if everyone had an opportunity to review the minutes and if there were any concerns. None noted. JR made a motion to approve the minutes from December 18, 2019 meeting, SM seconds, approval unanimous, 5:41 pm motion passed.
- **Review of Compliance Checklist** – Compliance checklist was reviewed.
- **Staffing Update** – SS – We have 7 certified teachers (all out of field) and 7 un-certified teachers, including our specials teacher. CB – Two of the substitutes are non-degreed.
- **Financials review** – RS – Reviewed cashflow report. Need to find out when the new matrix will be validated and approved and if the funding is retroactive. CMB will follow up with the District. RS - Emphasized the importance of finding out the information on the matrix revenue. CB – Medicaid revenue is on hold because Children’s Choice is going have their therapist complete computer generated forms so that we are not interpreting their data. We are about two months behind.
- **Operations review** –
 - **Turn Over Report** – RS – August through current – 30 turnovers. There is no data to support the comments but there appears to be a downward trend in turnover. CB – Several TA’s were hired in order to work through the process of determining

if this is a program for them. Most of the TA's/RBT's have Bachelor Degrees. FACE has attracted a very nice pool of people which has added to the culture significantly. The organizational structure has been changed to create three vertical departments, behavioral, instructional and ESE. Each department is led by two individuals. Behavior – Amy Quesenberry and Hector Alberty; Instructional – Sydney Sampson and Tracy McMahon; ESE – Rebecca Null and Beth Sahhar. They form part of the new leadership team and will communicate and interact with each other. The classroom model consists of a teacher, supported by a lead TA and additional TA's to support the classrooms. Admins are currently working to fill the BCBA position. Interviewed two people for a part time bookkeeper.

ADJOURN

SM – 6:55 pm made a motion to adjourn; JR seconds, motion passed.

MOTIONS APPROVED

Motion	Motion	Second
5:41 PM Motion to approve the minutes from December 18, 2019 meeting.	JR	SM
6:55 PM – Motion to adjourn.	SM	JR