

Multicultural Academy Board of Directors
Regular Meeting Minutes
May 21, 2014 6:00 pm

I. Meeting Call to Order

The meeting was called to order at 6:00 p. m. at 5550 Platt Road, Ann Arbor.

II. Roll Call

Present:

Dr. Samaha-President

Jeff Jones-Treasurer

Ammar Hamamy-Secretary

Richard DeBacker-Secretary

Excused:

Shafik Khalil-Vice President

Also Present:

LaTasha Mitchell-Board Recorder

Terry Farha-UMC

Randa Furrha-Principal

Dr. Harmon-EMU

Tami Phelps

Margarita Merchan-MA Spanish Instructor

Approval of Agenda

A motion was made by Richard DeBacker and second by Jeff Jones that the agenda be approved. Motion passed unanimously.

III. Approval of Minutes

A motion was made by Jeff Jones, and second by Richard DeBacker to approve the April 24, 2014 Regular Meeting Minutes. The motion passed unanimously.

IV. Correspondence

None.

Reporting

A. **UMC Report**

Epicenter

All documents have been submitted as required.

Purchase Order

Meetings took place with Crosky & Lanni to review all purchase orders and payroll.

Compliance Calendar

May	Due Date	Date Submitted
Board Agenda - May (5 Business Days Before Meeting)	5/15	5/8
Board member Application Documents for July Appointment(s)	5/30	
Board member Nomination for July Appointment(s)	5/30	
Description and Results of Enrollment Lottery, if conducted	5/30	NA
Proposed Board Minutes & Attachments- May (8 Business Days After Approved)	5/30	
Approved Board Minutes & Attachments – April (5 Days After Approved)	5/25	
June	Due Date	Date Submitted
Board Agenda - June (5 Business Days Before Meeting)	6/13	
Results and Analysis of MEAP/MME Test(s)	6/1	
Certificate of Completion for Elevate 360 Spring Upload	6/9	
Goals Management Summary or 2014-2015 School Improvement Plan	6/30	5/19
Budget Hearing Posting for Actual Budget	6/30	
Budget Hearing Agenda for 2014-2015 Budget	6/30	
Budget Hearing Minutes for 2014-2015 Budget	6/30	
Approved Budget for 2014-2015	6/30	
Budget Amendment for 2013-2014	6/30	
Annual School Safety Report/SRSD (CEPI-SID Summary Report)	6/30	

Emergency Drill Logs	6/30	
Playground Inspection Log	6/30	
Confirmation of submission of MSDS End of Year DS 4061	6/30	
Spring REP Report Confirmation	6/30	
Summary of Results of Parent, Staff (and Student if needed) Satisfaction Surveys	6/30	
Health Department or Food Service Permit	6/30	
Certificate of Insurance	6/30	
Proposed Board Minutes & Attachments- June (8 Business Days After Approved)	7/1	
Approved Board Minutes & Attachments – May (5 Days After Approved)	6/26	

All documents have been submitted as required.

Principal's Report

Professional Development:

- Administration attended a conflict resolution PD on May 20

MDE/MEGS/Bay Mills accreditation:

- None

Student achievement/Progress reports:

- Spring testing has begun
- Formal staff observations have begun

Professional Development and Implementation in Curriculum:

- Identified needs of current teachers and current curriculum
- Reviewed lessons incorporate Core Knowledge
- Materials to support lessons, contextual curriculum – relates to students, differentiated by readiness
- Differentiation strategies
- Center based learning
- ELL - SIOP

HS Advisor:

- Submitted college applications
- Organized EMU orientation with the Business program
- Worked in collaboration with the online teachers and students

- Updated parents on students progress
- Worked on graduation commencements

ELL Teacher is working on the following items:

- Worked with small groups and individual students
- Continued the after-school tutoring program for ELLs

Title I Coordinator is working on the following Items:

- Managing the Title I budget
- Conducted School Improvement Meetings during staff meetings
- Updating the School Improvement Plan on the Advanc-Ed website
- Collected all Logs and Pars

Administrative Assistant is working on the following items:

- Communicates with administration with needs pertaining to the front office daily
- Makes calls to sub company as needed
- Keeps front office organized, neat and welcoming
- Makes constant effort to keep maintenance issues reported
- Processes incoming applications quickly and as needed
- Communicates daily with UMC
- Keeps track of all new enrollments and re-enrollment.
- Adheres to daily procedures to ensure fluidity of daily rituals (student meds, phone calls, checking in and out visitors etc.)

Assistant Principal of Student Affairs Discipline is working on the following items:

- Continuing to serve as the disciplinarian for MA
- Meeting with parents, teachers, and students to establish behavior contracts for students that need them
- Positive Behavior Expectations: The Month of May has been devoted to teaching students character traits related to Honesty
- Continuing to meet with Transportation on a weekly basis

We have discussed transportation for the summer school program, discipline and PBIS for the bus.

- Continuing to assist in the management of the front office as needed
- A PBIS reward Celebration has been scheduled for May 29, 2014 for students who meet behavior expectations
- Continuing to update the on-line project management site that we are required to upload all of our anti-bully efforts to
- Working with enrollment team to develop marketing documents and plan events. An Open enrollment/craft show event is scheduled for June 26, 2014. We are in the process of securing vendors. Our Marketing documents are complete and are being distributed at events. The faculty has also been given brochures to distribute
- Working with the PBIS committee to plan the end of the year PBIS celebration

Pre-School updates:

- birthdate Eligibility for 2014/15 (Alan Oman)
- Potential 15 month window: 9/01/10-11/30/10
- Child born between 10/2/10 and 11/30/10 may be eligible if they notify by 10/01/14
-Consider completion of interest form as notification for GSRP
- Children who enroll early may notify the next year of early enrollment for kindergarten
- Last day of school is May 29 and Pre-K – graduation is May 29 from 5-7pm

Items for the Board:

- High School graduation is on June 4
- Technology concerns

Parent /community involvement and school events (Multicultural Academy Committee: MAC/PAC):

- Publishers night will be held on May 22, 2014
- Spelling bee will be held on May 21, 2014
- Ann Arbor public Library team came out to MA

V. Financial Report

The financial report was reviewed by the board and approved as is.

The 2014-2015 budget will be reviewed at the June board meeting, it will be a tentative budget based on the current enrollment.

VI. CAO Report

The CAO informed the board that two of our board members are up for term renewal. Richard DeBacker term was renewed and he was approved to continue to serve on the MA board of directors. Shafik Khalil, the additional board member whose term is up for renewal was not present at the May board meeting.

VII. Public Comments

None.

VIII. Board Comments

None.

IX. Scheduled/ New Business

-Spanish Program Presentation: The MA Spanish program instructor provided the board with an overview of the Spanish program; such as, course content and special projects students are working on. It was noted that the current textbooks are outdated and that the program would be greatly enhanced with updated materials. The board was also provided with a wish list for the Spanish program. The board and management companies are currently researching grants to help support the Spanish program.

The CAO commended our foreign language instructors for their hard work and diligence.

-Curriculum Report: Dr. Harmon presented the board with an update on the work that she has done with the curriculum. A report was prepared that detailed curriculum objectives for this year.

The CAO asked when we would see the results of all of the work that has been done in our curriculum. It is estimated that we would begin to see the results of the efforts in about three years.

EMU students were in our building working with students and faculty the entire 2013-2014 school year.

Dr. Harmon recommended that training be provided on how to teach students that are advanced, in addition to some general adjustments to our current curriculum.

-Technology Program: Tami Phelps provided the board with an overview of the current state of technology at the Academy. She is currently researching iPod programs. The Board was provided information on a program that could possibly be implemented next year. Price quotes on the program were also provided for the board to review.

The CAO stated that all decisions concerning our technology will be made by the end of June.

Website-The website is being updated as need. Tami is currently researching websites and is in the process of restructuring our website.

-Summer School Program: MA will have a summer school program this year, this is a five week program students are recommended for summer school based on academic needs.

A motion was made by Richard DeBacker to adjourn second by Jeff Jones.

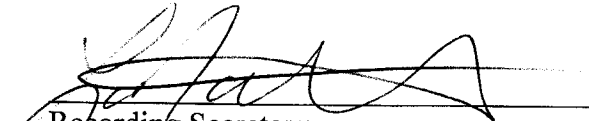
- Confirmation of Next Meeting

June 19, 2014 at 6:00pm

1. Adjournment


Rick DeBacker made a motion to adjourn. Ammar Hamamy second.

Proposed minutes respectfully submitted,


Recording Secretary

Date: June 19, 2014

Approved by the Board of Directors at its June, 19, 2014 meeting.


Board Secretary

6/19/2014
Date