

Multicultural Academy Board of Directors
Regular Meeting Minutes
April 24, 2014 6:00 pm

APPROVED
Date 5-21-14

I. Meeting Call to Order

The meeting was called to order at 6:06 p. m. at 5550 Platt Road, Ann Arbor.

II. Roll Call

Present:

Dr. Samaha-President
Jeff Jones-Treasurer
Ammar Hamamy-Secretary
Richard DeBacker-Secretary
Shafik Khalil-Vice President

Also Present:

LaTasha Mitchell-Board Recorder
Yasser Farha-Public
Angie Luck-UMC
Terry Farha-UMC
Mark Nezich-BMCC
Randa Furrha-Principal
Brian O'Riley-Croskey, Lanni

Approval of Agenda

A motion was made by Ammar Hamamy 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 Ammar Hamamy to approve the March 21, 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.

April	Due Date	Date Submitted
Board Agenda - April (5 Business Days Before Meeting)	4/18	4/9
Posted Open Enrollment and Lottery Procedures	4/1	3/28
Third Quarter Financial Statement	4/30	4/15
Proposed Board Minutes & Attachments- April (8 Business Days After Approved)	5/6	
Approved Board Minutes & Attachments – February (5 Days After Approved)	5/1	
May	Due Date	Date Submitted
Board Agenda - May (5 Business Days Before Meeting)	5/15	
Board member Application Documents for July Appointment(s)	5/30	
Board member Nomination for July Appointment(s)	5/30	
Budget Hearing Posting for Proposed Budget	5/30	
Proposed Annual Budget for 2014-2015	5/30	
Description and Results of Enrollment Lottery, if conducted	5/30	
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	
Food Service License	6/30	
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	

Principal's Report

Professional Development:

MDE/MEGS/Bay Mills accreditation:

- None

Student achievement/Progress reports:

- Teachers and Title I staff work together to help students advance.

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:

- Facilitated science labs with students
- Editing feedback with students
- Reading remediation with students
- Follow-up with previous college application/scholarship
- Worked on completing college applications with students
- Graph and update grades for students

ELL Teacher is working on the following items:

- Worked with small groups and individual students.
- Screened all new students with the W-APT.
- Input student information into the BAA Secure Site.
- Updated all student records.
- Continued the after-school tutoring program for ELLs.

Title I Coordinator is working on the following Items:

- Purchased Title I materials for next year.
- Conducted School Improvement Meetings during staff meetings.
- Updated the School Improvement Plan on the Advanc-Ed website.
- Led a PAC meeting during Literacy Night (in March).
- Collected all Logs and Pars

Administrative Assistant is working on the following items:

- Communicates with Principal and Vice principal with needs pertaining to the front office daily.
- Makes preparations for school events.
- Prepares front office daily to best suit the needs of students and visitors.
- Processes incoming applications quickly and as needed.
- Communicates constantly with UMC's needs.
- Updates MICR continually.
- Distributes and documents meds given to students daily.
- Schedules school events (Spring Pictures 4/24/14)
- Keeps track of CA60s coming and going to MA.
- Reports building repair needs.
- Working on recruitment daily.

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 April has been devoted to teaching students character traits related to perseverance. A presentation was provided by the 6th grade middle school class summarizing what students have learned this month.
- Continuing to meet with Transportation on a weekly basis.

- Working with Transportation to establish routes, solve issues, handle discipline, and serve a liaison between parents and the department.

- Continuing to assist in the management of the front office as needed.
- A PBIS reward Celebration has been scheduled for April 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. A Open enrollment/craft show event is scheduled for June 2014.

Pre-School updates:

- None

Items for the Board:

- Memorandum from Bay Mills

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

- Science night will be held tonight.

V. Financial Report

Brian O'Riley led the board in review of the monthly financial report.

VI. CAO Report

The MA enrollment committee has prepared marketing documents to send to communities in Washtenaw County. The committee has met on a weekly basis to plan events and discuss strategies to increase enrollment.

VII. Public Comments

None.

VIII. Board Comments

None.

IX. Scheduled/ New Business

1. Food Service: The board received a notice from the state that we over invoiced them in the amount of 2,000. They will withhold 2,000 from the next reimbursement.

2. MA Arabic Program: Hanna Korkis presented on the Arabic program at MA. The program is going well.

3. Curriculum Update: It had been previously determined that by May 1st we would have completed our curriculum as well as our PD. Dr. Harman will prepare an update for the board and present at the May meeting.

4. Budget Considerations for 2014-2015: Budget considerations are being prepared for next school year. Our budget is based on our enrollment. We will review the all areas for concessions if we do not meet our enrollment goals.

1.

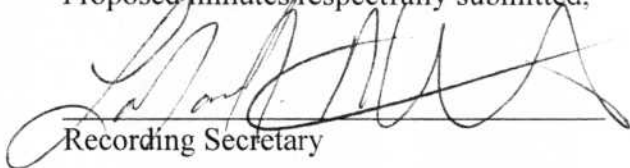
- Confirmation of Next Meeting

May 21, 2014 at 6:00pm

1. Adjournment


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

Proposed minutes respectfully submitted,


Recording Secretary

Date: 5/21/14

Approved by the Board of Directors at its May 21, 2014 meeting.


Board Secretary

5/21/14
Date