

**APPROVED**  
Date 9-18-14

Multicultural Academy Board of Directors

Regular Meeting Minutes

August 21, 2014

6:00 pm

Meeting Called 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

Shafik Khalil-Vice President

Richard DeBacker-Secretary

Excused:

Jeff Jones-Treasurer

Ammar Hamamy-Director

Also Present:

LaTasha Mitchell-Board Recorder

Terry Farha-UMC

Pat Eggleston-Principal

Pat Victor-Bay Mills

Pat Sweeney-Croskey & Lanni

Approval of Agenda

A motion was made by Richard DeBacker and second by Shafik Khalil that the agenda for the regular board meeting be approved.

The motion passed unanimously.

### III. Approval of Minutes

A motion was made by Shafik Khalil, and second by Richard DeBacker to approve the July 24, 2014 regular meeting minutes. The motion passed unanimously.

### IV. Correspondence

The Director of Field Operations for BMCC, Mr. Pat Victor delivered the 2013-2014 annual report. The report entailed information regarding our rankings of which there is concern; however Pat Eggeston, MA principal has a plan to address these academic concerns and ultimately raise our ranking to a satisfactory level. Board performance at MA is satisfactory. The compliance report reflects 100 percent accuracy in compliance and 98 percent in submission.

### Reporting

#### A. UMC Report

##### **Epicenter**

All documents have been submitted as required.

##### **Purchase Order**

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

### **Compliance Calendar**

| August   | Due Date | Date Submitted |
|--|----------|----------------|
| Board Agenda - August (5 Business Days Before Meeting )  | 8/14     | 8/12           |
| 2013-2014 School Report Card   | 8/31     | 8/22           |
| CIMS Determination Report for 2013-2014  | 8/31     |                |
| MME Test Results and Analysis  | 8/31     | 8/20           |
| Proposed Board Minutes & Attachments- August (8 Business Days After Approved)                          | 8/28     |                |
| Approved Board Minutes & Attachments – July (5 Days After Approved)                                    | 8/28     |                |
| September  | Due Date | Date Submitted |
| Board Agenda - September (5 Business Days Before Meeting )   |          |                |
| Employee Handbook  | 9/1      | 8/18           |
| Annual Education Report, with dated Notice to Public, dated Posting to Website with Local Cover Letter | 9/3      | 8/21           |
| SE 4096 Special Education Actual Cost Report   | 9/30     |                |
| Playground Safety Training for Staff, Rules, Agenda, Attendance  | 9/30     |                |
| Certified Teacher Warranty   | 9/30     | 8/25           |
| Teacher Evaluation Warranty  | 9/30     | 8/25           |
| Proposed Board Minutes & Attachments- September (8 Business Days After Approved)                       | 10/2     |                |
| Approved Board Minutes & Attachments – August (5 Days After Approved)                                  | 10/2     |                |

All vacant positions have been filled other than the MS science position.

We will utilize PESG for substitute teachers moving forward.

|                             |            |
|-----------------------------|------------|
| Principal's Report          |            |
| <b>I. Total Enrollment:</b> | <b>200</b> |
| Newly Enrolled Students:    | 10         |
| <hr/>                       |            |
| Total Students              | 210        |

## **II. Recruitment**

Our teachers will be making calls to our families to introduce themselves to the parent and the student as well as to invite them to the upcoming Orientation/Open House on Tuesday, August 26<sup>th</sup> from 3:00 pm – 6:00 pm.

Additional letters and phone calls have been made by the office to encourage families to return and to thank reenrolled families for returning.

## **III. Multicultural Academy Report Card**

On Friday August 15<sup>th</sup>, the 2013/2014 Scorecard was released to schools and later to the public on Monday, August 18<sup>th</sup>. Our Statewide Percentile Ranking dropped from the 9<sup>th</sup> percentile to the 8<sup>th</sup>. Our overall performance is now Orange instead of Yellow.

## **IV. Annual Education Report**

Our Annual Education Report (AER) has been completed and is now posted on our website. I have copies for you to review. I have several more deadlines to meet in the upcoming few days.

## **V. Development of Partnerships**

Met with Naomi Norman, Director of Assessment on August 8<sup>th</sup>. Teachers from our school will participate with 3 academic teams:

- Reading Apprenticeship – to assist us in building strong literacy skills in grades 4 - 8
- Writing Collaborative – which focuses on improving writing skills in the middle school
- Study of Early Literacy – which supports literacy through grade 8

I have identified teachers to participate in the academic teams at the ISD.

## **VI. Interviewing Candidates and Filling Positions**

We were faced with filling multiple teaching positions in preparation for the upcoming school year. Several possible candidates during the past few weeks. As of today, we have filled all positions except the Science Middle School teaching position. We will continue to interview perspective candidates until we locate the right individual for this position.

## **VII. Professional Development**

Professional Development for the teaching staff began *Monday, August 18<sup>th</sup>* and will continue through *Friday, August 29<sup>th</sup>*. Teachers are participating in a series of workshops, seminars and team building exercises to prepare to meet our needs for the upcoming school year.

Teacher collaboration has enabled us to present and share areas of expertise relevant to our school-wide training needs.

An example of the our recent work session on analyzing MEAP and NWEA data is on the white board.

## **V. Financial Report**

The financial report was lead in review by Pat Sweeney and approved by the board as is.

## **VI. CAO Report**

The CAO inquired as to whether there would be an afterschool tutoring program in place for the 2014-2015 school year. The school leader informed the board that there would be afterschool tutoring.

The CAO also informed the board that LaTasha Mitchell would be paid from the 31A fund and her title would change to Director of Student Affairs. She will receive an increase in salary in the near future.

## **VII. Public Comments**

None.

## **VIII. Board Comments**

Dr. Samaha received a document that requiring his signature stating that all teachers are highly qualified. All teachers at Multicultural Academy are considered highly qualified.

IX. Scheduled/ New Business

1. Building Renovations

There have been several building improvements made in preparation for the upcoming school year. The Board of Directors participated in a tour to view the improvements.

2. Parking Lot

We intended to start the parking lot expansion this year however we have decided to renovate the inside of the building first. The sidewalks will be repaired as well as an island removed from the parking lot creating additional parking places.

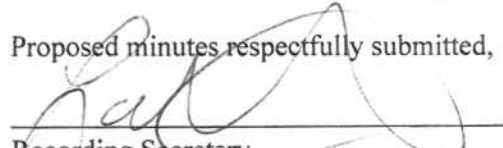
- Confirmation of Next Meeting

September 18, 2014 at 6:00pm

1. Adjournment

Rick DeBacker made a motion to adjourn. Shafik Khalil second.

Proposed minutes respectfully submitted,

  
Recording Secretary

Date: 9-18-14

Approved by the Board of Directors at its Sept, 18, 2014 meeting.

  
Board Secretary

9/18/14  
Date