

APPROVED
Date 1-23-14

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Multicultural Academy Board of Directors
Regular Meeting Minutes
December 23, 2013 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
Ammar Hamamy-Director
Jeffery Jones-Treasurer
Shafik Khalil-Vice President

Absent Excused:

Richard DeBacker-Secretary
Randa Furrha-Principal

Also Present:

LaTasha Mitchell-Board Recorder
Yasser Farha-Public
Angie Luck-UMC
Brian O'Riley-Corsky Lani
Terry Farha-UMC
Mark Nezich-BMCC

Approval of Agenda

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

III. Approval of Minutes

A motion was made by Jeff Jones, and second by Dr. Samaha to approve the November 21, 2013 Regular Meeting Minutes. The motion passed unanimously.

IV. Correspondence

Pat Shannon Resignation: We received a letter stating that Dr. Pat Shannon has resigned and that Mr. Mike Parsish will be fulfilling his responsibilities and ensuring the academies that all duties would be handled effectively.

Letter From MDE/Lunch Reimbursement: We also received a letter from MDE regarding the former lunch program. After a corrective plan was submitted by Tami Phelpos it was determined that the Academy will receive the funding for the program.

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

December	Due Date	Date Submitted
Board Agenda - December (5 Business Days Before Meeting)	12/14	12/9
Fall REP Report Confirmation	12/15	12/14
Budget Amendment to 2013-2014 budget	12/31	
Proposed Board Minutes & Attachments- December (8 Business Days After Approved)	12/31	
Approved Board Minutes & Attachments – November (5 Days After Approved)	12/26	
January	Due Date	Date Submitted
Board Agenda - January (5 Business Days Before Meeting)	1/17	
Academy Planning Document due to BMCC and Epicenter	1/31	
Second Quarter Financial Statement	1/31	
Proposed Board Minutes & Attachments- January (8 Business	2/5	

Days After Approved)		
Approved Board Minutes & Attachments – December (5 Days After Approved)	1/30	
February	Due Date	Date Submitted
Board Agenda – February (5 Business Days Before Meeting)	2/25	
Proposed Board Minutes & Attachments- February (8 Business Days After Approved)	3/11	
Approved Board Minutes & Attachments – January (5 Days After Approved)	3/6	

The Boy Scouts of America is in the process of forming at MA and seeks to open a financial account to deposit funds. LaTasha will look into this and see that it is done properly and report to the board.

A. Principal's Report

Professional Development:

- Weekly staff meetings
- Dec 12, 18 and 29 - EMU PD (see curriculum development and implementation)
-

MDE/MEGS/Bay Mills accreditation:

- Nancy Berkompas will be coming back to Bay Mills Charter Schools Office as the Governance Specialist as of January 6, 2014
- Letter from Bay Mills regarding the new requirements for criminal history records and inquires
- We received a mini-grant from BMCC

Student achievement/Progress reports:

- NWEA testing will begin after winter break

Curriculum Development and Implementation:

- Identified needs of current teachers and current curriculum
- Reviewed lessons and incorporate Core Knowledge
- Grouped K-5 students using NWEA scores by readiness for ELA and Math
- Grouped 1-5 students by grade for science
- Placed EMU students in reading, curriculum, and TESOL in classrooms.
- Detailed lesson plans
- Materials to support lessons, contextual curriculum – relates to students, differentiated by readiness
- Differentiation strategies
- Center based learning
- Culturally responsive instruction
- ELL - SIOP

HS Advisor:

-The students are aware of what needs to be done in order to complete their courses by the end of 1st semester. They are turning in assignments, taking quizzes and tests in their courses.

-The mentor teacher is graphing progress data for each student and sharing with them to keep them on track. And also gathering feedback from on-line teachers to discuss with each student.

-Weekly contact with parents has taken place to discuss their students progress.

-Remediation skills are being taught when needed.

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ELL Teacher is working on the following items:

-Updated ELL information on MDE/BAA Secure Site

-Continued working with ELL students

-Communicated with parents

-Kept current on MME updates

Administrative Assistant is working on the following items:

- Attention to attendance as it relates to accuracy and school numbers.
- Attention to communication with families (emails, mail, phone calls, newsletter etc.)
- Attention to answering phone, relaying messages and being a positive face of the school in the front office.
- Continual attention to new hires and meeting their needs as far as MA procedure, our building, and policies).
- Attention to computers and machines as they relate to the livelihood of employees (copier, fax, lap tops etc.).
- Continual communication with UMC and Bay Mills.

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

Continuing to serve as the disciplinarian for MA

- **Positive Behavior Expectations:** The Month of December has been devoted to teaching students character traits related to compassion. A wonderful presentation was given by Ms. Chartrand's class summarizing what students have learned this month.
- Continuing to meet with Transportation on a weekly basis.

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

- Bully-Prevention Committee: The committee has met twice to date and we will meet on January 22nd to plan anti-bully initiatives at the Academy.
- Working with team to implement behavior plans for students who require teir II intervention.
- Continuing to meet with parents and staff as needed.
- Processing all new applications to determine admittance to the Academy.
- Continuing to assist in the management of the front office as needed.
- A PBIS reward Celebration has been scheduled for December 20th for students who meet behavior expectations.
- Organized holiday drive for MA families in need during this season. Several community agencies participated in this effort.

PreSchool updates:

with the support of U of M the preschool and the Academy had parent enrollment meeting with the Spanish-speaking parents. University of Michigan sent translators to host the breakfast event. Parents expressed interest in taking an English class for parents to learn o to read in English to help their children in their education. U of M is seeking volunteers to teach English to our parents who need help improving their English language skills. Offering English classes for parents would also be way to reach potential parents for enrolling in the school program.

WISD meeting on Friday made announcements that more funding is being requested by the State of Michigan for next years preschool. The governor would like to see each school increase their classrooms. The WISD will be participating by hosting hot line and online sites for recruitment's of GSRP for next year. All parents will be allowed to pick which school they wish to attend when enrolling.

Items for the Board: Thank you Letter from EMU

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

Multicultural Night will be held on December 19 for all MA and PK parents. Parents will be visiting different countries learning about culture, foods, music, and many other fascinating facts. Title I set-up a table and provided strategies for parents.

V. Financial Report

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

CAO Report

-Dr. Samaha informed the board that Randa Furrha has resigned as principal, effective January 5th 2014. Candidates are currently being interviewed. There is an individual that has come highly

recommended. Other interviews have been scheduled as well. Randa Furrha's duties are being phased out and assigned to various staff members.

Randa Furrha will need to submit a letter to all Academy Families informing them of her resignation.

VII.

VIII. Public Comments

None.

VIII.

Board Comments

None.

IX. Scheduled/ New Business

1.

2. Budget Approval: With the adoption of the amended budget the 2013-1014 school year will end with a 60 to 70 thousand dollar fund balance.

3. A motion was made by Jeff Jones to approve the general fund budget as amended and was second by Shafik Khalil. The motion passed unanimously.

4. A motion was made to approve the lunch budget and was second by Jeff Jones. The motion passed unanimously.

5. Hantz Group: UMC is working with Hantz Group concerning employee benefits to ensure that we are in compliance with Obama care. A meeting has taken place with the Hantz Group and staff has been made aware of the changes and given the opportunity to enroll or opt out of the health care program.

6.

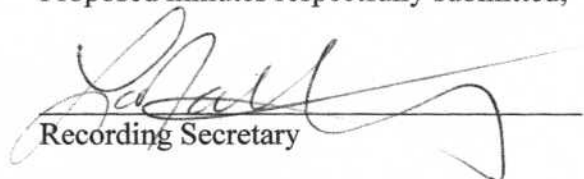
- Confirmation of Next Meeting

January 23, 2014 at 6:00pm

1. Adjournment

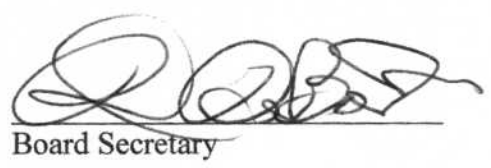
Shafik Khalil made a motion to adjourn. Ammar Hamamy second.

Proposed minutes respectfully submitted,


Recording Secretary

Date: 1-23-14

Approved by the Board of Directors at its Jan 23, 2014 meeting.


Board Secretary

1/23/2014
Date