

Multicultural Academy Board of Directors
Regular Meeting Minutes
Date: January 17, 2019
Time: 6:00 pm

APPROVED
Date 2/21/2019

I. Meeting Called to Order

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

II. Roll Call

Present:

Dr. Samaha-President
Dr. Robert McTyre – Vice President
Richard DeBacker – Secretary
Jeffery Jones - Treasurer

Excused Absence:

Also Present:

Angie Luck – UMC
Terry Farha – UMC
Dr. Naji Shalabi – MA
Michael Braden - GSRP
Brittany Cook – BMCC
Steve Scheel – Crosky-Lanni

III. Approval of Agenda

A motion was made by Robert McTyre and second by Jeffrey Jones that the agenda for the January regular board meeting be approved. The motion passed unanimously.

IV. Approval of Minutes

A motion was made by Jeffrey Jones that the minutes be approved for the December Regular Board Meeting and second by Robert McTyre. The motion passed unanimously.

V. Correspondence

A. None

VI. Reporting

A. Principal's Report
Staff

- Main topics on Friday meeting- In our weekly meetings staff have been trained on : Lexia, Positive Behavior Interventions & Supports, SIP document, and Emergency Drills.
- Teaching open positions- 4th grade teaching position has been filled. However, we are still in need for a first and a second grade teacher.
- Classroom Walkthrough-I started making classroom walkthrough where I focus on the followings: Classroom learning environment, Expectations and objectives, Teacher and student interaction, Students' engagement, Instructional Strategies & Lesson delivery, and assessment.
- Teaching Collaboration-Teachers collaborate with each other during PD meetings and whenever they have free time as follows: K-2nd teachers, 3rd-5th teachers, 6th-8th teachers and Special subject teachers.

Students

- Morning announcement-Each class has to make the morning announcement in their classrooms. Morning announcement includes the followings: Mission, Vision, Students' Creed, Pledge of Allegiance, and character trait of the month.
- NWEA Assessment-We have started the NWEA assessment on the 14th of January. It is expected to be done by the first week of February. Then we will start the WIDA testing.
- Emergency Drills: We have conducted 4 Fire Drills, 1 Lockdown Drill and 1 Tornado Drill.
- Enrollment: Our enrollment shows that we have 180 students in the building.

- PBIS- We started the Positive Behavior and Intervention Supports model for our students. They should work towards earning all or some of the followings: Free Dress Day: Extra Recess Time, minimize assignments, class leaderships, teacher helpers, lunch with a teacher, lunch with the principal, shadow the teacher, shadow the principal, photo posted, name announced, pizza party, movie day, field trip and many others.

Parents

- Monthly newsletter- January & February newsletter will be posted in the first week of February.
- Connection with Community Agency- We have met with the JFS agency to conduct meetings with our parents in Ann Arbor as well as in Dearborn to help them in starting a business, buying a car, pursuing higher education, or any other help. The first meeting will be in our school on the 25th of January and the second one will be in Dearborn on the 1st of February.
- Communication with parents- We always communicate with parents through DOJO, phone calls, emails, flyers, newsletter, conferences, voice mails, and face to face during drop off and pickup times.

B. Administrative Report – UMC

Epicenter

All documents have been submitted as required.

January	Due Date	Date Submitted
Board Agenda – January (5 Business Days Before Meeting)	1/10	1/8
Academy Planning Document due to BMCC and Epicenter* (Note: Additional Tasks May be assigned and due on 6/30 if changes are planned at your Academy per this document.	1/31	1/7
Second Quarter Financial Statement	1/31	1/18
Budget – Amendment to 2018-2019	1/31	1/18
School Contact List	1/31	1/7
Board Policy Manual	1/31	1/7
Proposed Board Minutes & Attachments – January (8 Business Days After Approved)	1/29	1/18
Approved Board Minutes & Attachments – Dec. (5 Business Days After Approved)	1/24	1/18
February	Due Date	Date Submitted
Board Agenda – February (5 Business Days Before Meeting)	2/14	
Proposed Board Minutes & Attachments – Feb. (8 Business Days After Approved)	3/5	
Approved Board Minutes & Attachments – Jan. (5 Business Days After Approved)	2/28	

Purchase Orders

Meetings took place with Crosky & Lanni to review all purchase orders and payroll along with updates for GSRP reporting.

HR/MA Personnel Changes

A 4th grade teacher and a paraprofessional have been hired. We continue to look for teachers for 1st, 2nd, MS ELA, and MS Science. UMC has contracted with a Special Education Company that will provide a Social Worker for the Academy.

Grants Expenditure

Grant Name	Expenditures	Revenue	Current/Pending
GSRP	\$8,042.50	\$8,042.50	Deposited
MDE Breakfast / Lunch	\$	\$	
Title IA	\$	\$	
Title IIA	\$	\$	
Title IIIIE	\$	\$	
Title III IMM	\$	\$	
Title IV	\$	\$	
CAFCP	\$876.36	\$876.36	Pending
IDEA	\$	\$	
Special Education	\$	\$	

General Fund Purchase Order Expenditures

General Fund Purchases	\$19,530.00
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$9,370.00	\$12,653.20

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
\$206,740.15	\$92,352.91

Insurance

Name	Date Paid
Health Insurance	Has been terminated. New company starts Feb 1, 2019. Due to error.
Life Insurance	1/15/2019
General Liability / Bus Insurance	1/20/2019
Workman's Compensation	Paid in Full

Financial Audits

Name of Audit	Date Occurring
NA	NA

C. Financial Report

D. GSRP Report

Program/Parents Relations

- Quality Preschool Partnership meeting at WISD on January 25 @ 8:45.
- Parents partnered with teachers in accessing Teaching Strategies Gold Family App. Photos and videos of learning shared with parents via mobile device.
- GSRP Program Support Aide/Floater Position filled - Applicant began January 7, background investigation results will be complete and ready for review prior to February 2019 Board of Directors meeting.

Events

- February 15 - Assessment Checkpoint Period #2 due.
- Plans in works to partner with Ann Arbor District Library for storyteller visits with preschool.

Building Safety and Security

- Safety drills completed as scheduled by Multicultural Academy leaders.

Financial

- December 2018 WISD and CACFP Reimbursements submitted.

E. Technology Report

- No report given.

IX. Financial Report

A copy of The Monthly Financial Report and Second Quarter Financial Statement was provided to the board for review. The board accepted the Financial Report and Second Quarter Financial Statement as is.

X. CAO Report

XI. Public Comments

A. None

XII. Board Comments

A. None

XIII. Scheduled/ New Business

A. Amended Budget

- a. A motion was made by Robert McTyre and second by Jeffrey Jones that the Amended Budget be approved as presented. The motion passed unanimously

XIII. Extended Comments

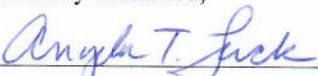
A. Public

XV. Confirmation of Next Meeting

February 21, 2019 at 6:00 pm

XVI. Adjournment

Robert McTyre made a motion to adjourn Richard DeBacker second. Meeting adjourned at 6:45 p.m. Minutes respectfully submitted,



 Recording Secretary

2/21/2019

 Date

Approved by the Board of Directors at its February 21, 2019 meeting.



 Board Secretary

2/21/2019

 Date

