

Multicultural Academy Board of Directors  
Regular Meeting Minutes  
June 19, 2014 6:00 pm

APPROVED  
Date 7-2

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

Shafik Khalil-Vice President

Richard DeBacker-Secretary

Excused:

Ammar Hamamy-Excused

Also Present:

LaTasha Mitchell-Board Recorder

Terry Farha-UMC

Randa Furrha-Principal

Mark Nezich-Bay Mills

Sabrina Ali-MS Teacher

Pat Sweeney-Croskey

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 May 21, 2014 Regular Meeting Minutes. The motion passed unanimously.

IV. Correspondence

None.

## Reporting

### A. UMC Report

#### Epicenter

All documents have been submitted as required to date.

#### Purchase Order

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

#### Compliance Calendar

June	Due Date	Date Submitted
Board Agenda - June (5 Business Days Before Meeting )	6/13	6/2
Results and Analysis of MEAP/MME Test(s)	6/30	6/5
Certificate of Completion for Elevate 360 Spring Upload	6/30	6/11
Goals Management Summary or 2014-2015 School Improvement Plan	6/30	6/2
Budget Hearing Posting for Actual Budget	6/30	6/2
Budget Hearing Agenda for 2014-2015 Budget	6/30	6/2
Budget Hearing Minutes for 2014-2015 Budget	6/30	6/24
Approved Budget for 2014-2015	6/30	6/20
Budget Amendment for 2013-2014	6/30	6/20
School Infrastructure Database (SID) 2013-2014	6/30	6/11
Emergency Drill Logs	6/30	6/6
Playground Inspection Log	6/30	6/17
Confirmation of submission of MSDS End of Year DS 4061	6/30	6/20
Spring REP Report Confirmation	6/30	6/2
Summary of Results of Parent, Staff (and Student if needed) Satisfaction Surveys	6/30	6/10
MEAP/MME Test Results	6/30	6/12
Health Department or Food Service Permit	6/30	6/12
Certificate of Insurance	6/30	6/23
Proposed Board Minutes & Attachments- June (8 Business Days After Approved)	7/1	6/24

Approved Board Minutes & Attachments – May (5 Days After Approved)	6/26	6/24
<b>July</b>	<b>Due Date</b>	<b>Date Submitted</b>
Board Agenda - July (5 Business Days Before Meeting )	7/19	
DS-4168 Report of Actual Days and Clock Hours of Pupil Instruction	7/15	6/19
School Calendar	7/15	
Board Calendar	7/31	6/20
Budget Details Posted to Website-Certificate of Completion	7/31	
Quarterly Financial Statements – 4th	7/31	
Proposed Board Minutes & Attachments- July (8 Business Days After Approved)	8/1	
Approved Board Minutes & Attachments – June (5 Days After Approved)	7/29	

### Principal's Report

#### **Professional Development:**

- None for June

#### **MDE/MEGS/Bay Mills accreditation:**

- Updated all required reports to Bay Mills
- Updated all required reports to MDE

#### **Student achievement/Progress reports:**

- Share the NWEA data with the board

#### **Professional Development and Implementation in Curriculum:**

- None for June

#### **HS Advisor:**

- Finalizing college admissions
- Communicated with online teachers and parents
- Addressed student concerns
- Completed grades and reports

#### **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
- Updating the School Improvement Plan on the Advanc-Ed website
- Collected all Logs and Pars

#### **Administrative Assistant is working on the following items:**

- Daily communication with administration as it pertains to end of school year.
- Prepare for teachers end of year procedures/duties.

- Be available with applications and a welcome to new enrollees/tour of the school.
- Gather all summer maintenance needed and report to UMC for approval.
- Prepare items in front office for end of year and archiving.
- Communicates daily with UMC on all things considered.
- Prepare to notify re-enrollees and new enrollees of any summer plans.
- Pupil Audit completed 6/10/2014

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

- Continuing to serve as the disciplinarian for MA.
- Met with Parent teachers to discuss any behavior concerns
- Working with Transportation to establish routes for the summer school program
- Providing tours and meeting with new families
- Working on enrollment committee; we will host an open house event on 6/26 the event has been advertised in the local media as well as on community network television, they have also stated that we may schedule to be featured on the show to promote our school for 30 minutes at no charge.
- Continuing to assist in the management of the front office as needed. Reviewing applications and working with front office on new student intake.
- A PBIS end of the year celebration took place on 6/10/14.
- Continuing to update the on-line project management site that we are required to upload all of our anti-bully efforts to.
- Will attend ALICE training on 6/24/14
- Working on additional summer projects.

**Pre-School updates:**

- WISD has requested all information; newsletter and any information sent home to parents have their GSRP logo on it. During upcoming audit it will be checked to see if all outgoing information has the WISD logo.
- Preschool ended the year successful with all children being kindergarten readiness. Preschoolers going into kindergarten visited the kindergarten classroom for a day.
- The preschool staff held an event at Jungle Java to discuss MA Kindergarten program.
- Final home visits are being completed with the GSRP students and parents. During the meetings parents are being informed on ways how to help with their child's transition into kindergarten.
- WISD was contacted about the upcoming classrooms for new school year budget (October 1<sup>st</sup>) to include rent.
- Changes in GSRP include; teachers may have an Early Childhood BS degree instead of requiring a ZA teaching certificate.
- Governor is looking at a passing a grant that would pay for 0-3 year old. It will be introduced in June and if passed will not be able to start program until December (at the latest). All teachers will be required to hold BS degree in early Childhood. The grant would be equal to how GSRP is run.
- We have had many requests from parents for a 3 year old preschool but as we have been asked by WISD to offer 3 classrooms for 4 year old programs we would be short on space.
- We have already received over 32 applications from WISD for next year and will receive more over the summer. The third class will make our GSRP able to take in 48 students which will help increase enrollment for the 2015 kindergarten enrollment.

**Items for the Board:**

- None

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

- Letter of thanks from EMU and a request to come back in the fall with there students.

#### V. Financial Report

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

#### VI. CAO Report

The CAO informed the board that there were two board members that were to be reaffirmed. Shafik Khalil and Richard De Backer were reaffirmed as Multicultural Academy Board Members.

#### VII. Public Comments

None.

#### VIII. Board Comments

None.

#### IX. Scheduled/ New Business

1. 8<sup>th</sup> Grade Presentation: Sabrina Ali-8<sup>th</sup> grade instructor provided a presentation to the board regarding the MS program.
2. State-Aid Note: The first stage of the State-Aid Application has been completed.
3. PR Committee: The PR Committee is actively working on recruitment for next year. Marketing materials have been developed and mailings have gone out to the MA community regarding the Academy. There will be an open house event held on 6/26/14.
4. Safety and Traffic Light: Dr. Samaha spoke with the Pittsfield Township Supervisor and they discussed the possibility of placing a stoplight or school crosswalk at the entrance of the Academy. The Board will be in continued communication with the township to finalize a decision on this item.
5. Pre-School Rent: The board asked the Pre-K director Margaret Yenor to secure a letter or any form of communication from the WISD indicating that next year pre-K will be paying for rent and services.

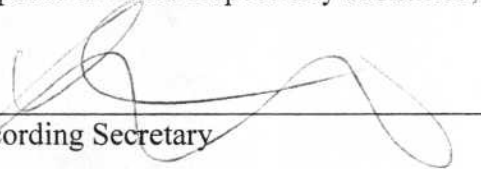
6. Approval of the 2014-2015 Board Calendar: Richard DeBacker made a motion to approve the board calendar. Jeff Jones second it. The motion was passed unanimously.
7. Technology: The board received a proposal regarding a new technology support. Additional information will be provided to the board at the upcoming meeting.

- Confirmation of Next Meeting

July 24, 2014 at 6:00pm

1. Adjournment  
Rick DeBacker made a motion to adjourn. Shafik Khalikl second.

Proposed minutes respectfully submitted,

  
\_\_\_\_\_  
Recording Secretary

Date: 7-24-14

Approved by the Board of Directors at its 7 24, 14 meeting.

  
\_\_\_\_\_  
Board Secretary

7/24/14  
\_\_\_\_\_  
Date