

Multicultural Academy Board of Directors
Regular Meeting Minutes
Date: May 18, 2017
Time: 6:00 pm

I. Meeting Called to Order

The meeting was called to order at 6:01 pm at 5550 Platt Road, Ann Arbor.

II. Roll Call

Present:

Dr. Khalil Samaha - President
Shafik Khalil – Vice President
Richard DeBacker – Secretary
Jeffrey Jones - Treasurer
Dr. Robert McTyre - Director

Excused Absence:

Also Present:

Elizabeth Parks – Building Administrator
David Harvey – Intervention Specialist
Terry Farha - UMC
Angie Luck – UMC
Kim Whiren – GSRP
Steve Scheel – Croskey-Lanni
Marc Nezich- BMCC

III. Approval of Agenda

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

IV. Approval of Minutes

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

V. Correspondence

- A. Pittsfield Charter Township – Notice regarding past improvements that have been done to the building. There are fees that are due to the township. The board president has been working with the township to rectify the notice.

VI. Reporting

- A. Principal's Report

Student Count – Currently there are **201** students enrolled on PowerSchool. Two students who had been on the attendance roster and were waiting a change of placement were removed from Powerschool. Both have been placed in other programs.

Multicultural Academy was awarded the **Acceptable Assessment Tools for Early Literacy Educators Grant**. The academy will receive \$812.26 in a regular monthly State Aid payment upon approval.

The Michigan Students Test of Education Progress or **M-Step** continues. The last day for testing is May 26th. There are still many students that need to take many assessments. We also have a few concerns with students falling asleep during assessments, attendance issues, and Middle School testing. As mentioned earlier, students are having a difficult time with this assessment. Frequent breaks are given especially to our Middle School students.

Petty Cash was reconciled on March 20.

Students continue to use **Lexia**. The gains and levels of achievement have become common language with our teachers and students. Students have conversations about their levels of achievement. In a short amount of time, Lexia has become an important part of the Multicultural Academy culture.

Our **Elementary** teachers are getting breakfast and Morning Meeting done in a very timely fashion, even when the busses are late, thus **increasing instructional time**. The Middle School students will leave the cafeteria as close to 8:15 as possible. Sometimes the last bus or two will come late and students have already been dismissed to class.

The Academy continues to look for **two teachers** in the middle school.

The **School Reform Office** requested Multicultural Academy a few changes to the Turnaround Plan that was submitted last month. We have gotten confirmation that our Turnaround Plan was accepted by the state.

Attendance and behavior issues for a few students continue to be problematic.

B. Administrative Report – UMC

Epicenter

All documents have been submitted as required.

May 2017	Due Date	Submission Date
Board Agenda – May (5 Business Days Before Meeting)	5/11	5/10
Board Member Application Documents for July Appointment(s)	5/29	
Board Member Nomination for July Appointment(s)	5/29	
Description and Results of Enrollment Lottery, if conducted	5/29	5/1
Proposed Board Minutes & Attachments – May (*8 Business Days After Approved)	5/30	
Approved Board Minutes & Attachments – April (5 Business Days After Approved)	5/27	
June 2017	Due Date	Submission Date
Board Agenda– June (5 Business Days Before Meeting)	6/15	
Proposed Annual Budget for 2017-2018	6/1	
State Aid Note Program Requirements- Phase I	6/13	
Academy Analysis of 2016-17 NWEA/SCANTRON Testing	6/15	
REP Report Confirmation	6/29	
Goals Management Summary or 2016-17 School Improvement Plan	6/29	
Approved Budget for 2017-18	6/29	
Budget Amendment (or final Budget) for 2016-17	6/29	
Annual School Safety Report/SRSD (CEPI – SID Summary Report)	6/29	
Emergency Drills Log	6/29	
Playground Inspection Log	6/29	
Confirmation of submission of MSDS End of Year–DS4061	6/29	
Summary of Results of Parent, Staff (and Student if needed) Satisfaction Surveys	6/29	
Certificate of Insurance*	6/29	
2017-2018 Board Calendar	6/29	
Health Department or Food Service Permit	6/30	5/10
Proposed Board Minutes & Attachments- June (8 Business Days After Approved)	7/4	
Approved Board Minutes & Attachments– May (5 Business Days After Approved)	6/29	
Budget Hearing Posting for Actual Budget (5 Business Days Before Meeting)	6/15	
Budget Hearing Agenda for 2016-2017 Budget (5 Business Days Before Meeting)	6/15	

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

Looking for a 6th and 7th/8th grade teacher.

Grants Expenditure

Grant Name	Expenditures	Revenue	Current/Pending
GSRP	\$16,037.98	\$16,037.98	Pending
MA Breakfast / Lunch	\$478.85	\$590.30	Deposited
MDE Breakfast / Lunch	\$10,942.65	\$10,942.65	Deposited
Title IA	\$1,988.00/\$839.00	\$1,988.00/\$839.00	Deposited/Pending
Title IIA	\$	\$	NA
CAFCP	\$447.19 / \$285.06	\$447.19 / \$285.06	Deposited
ACT 18	\$10,673.00	\$10,673.00	Deposited

- Please remember to keep check of the students in with a passport, they need their birth certificates before their passport expires which is one year from entry into the US. This must be done.
- Looked into getting CEP program for lunches at the school. Because we are not at the percent require by the state for a payout of 100% free, we will end up paying approximately \$1,500-\$2,000 out of pocket. These funds cannot come out of any Federal money. Must only come out of food funding.
- Consolidated App numbers should be coming out within the coming week.
- We need to start looking at next year's calendar. I will work on this with Ms. Parks.

Technology

- Still in need of a projector for one class room. I gave her the Mobil cart until we can get her one. She is happy with that. This is still a need for this room. This is still in the works.
- The projector that was repaired in Dec. is also dead. This is in the 2nd grade room. I suggested sharing with the PE teacher because he doesn't use his all the time. This one someone purchased a bulb without my knowledge. I will get with them to find out where they found it and if it was cost effective compared to where I was going to get it.
- Web filter subscription will be expiring soon.
- Staff computer turn in will happen within the coming weeks. Title staff will turn theirs into me a few days before they are to leave. I will get that date from Angie.
- This server is a dell server and has three processors in it. When one goes down, it shuts off the machine. I will need to get a new processor before the next school year.
- Viruses still working itself on some systems. Waiting on pc number to do more work on the machines. Some of these machines may need to be taken back to factory default. This is still an issue. We have several machines that are old for antivirus to run properly. I have requested that we go back to using the NOD32 which didn't take up a ton of processor speed or RAM.
- One wireless unit had died in the elementary end. We have one more that is throwing errors and will more than likely die off. We put those on the Erate but haven't heard on when we can purchase. I am hoping we can have them replaced by next fall.
- Headphones for each classroom are going to be needed again by the next school year. I went to the dollar store to see if they would sell me earbuds at the price they did last year. He was unable to help this year.
- Would like to know what the technology budget for next year will be so that I can get the parts to fix extra laptops and the new laptops that were broken by staff this year.

G. GSRP Report

Program/Parents Relations

- We are fully enrolled.
- Carolyn Ayers completed the Program Quality Assessments on both classrooms. Both classrooms improved their scores, Rm 116 earned a 4.5 and Rm 119 earned a 4.6. This means that our State Quality Rating System score will move to a 5 Star which is the highest rating you can earn.
- Kindergarten data collected so far for students attending MCA in the fall – 8 students attending kindergarten and 3 students attending preschool.

Events

- Staff attended the High Scope Conference April 19-21. They presented what they learned in our staff meeting on May 5th.
- Muffin for Moms was held on 5/11, 19 parents attended.
- May 12 – Kim attended a McKenny-Vento Homeless Enrollment Training at the WISD.
- Preschool end of the year Home Visits are scheduled for May 24th, 25th and 26th.

Building Safety and Security

Financial

- The April Reimbursement was submitted.
- The April CACFP Reimbursement was submitted.

H. Recruitment Committee Report

- Current Fall Enrollment Number Update – 201
- Returning Students – 42 returning application completed so far.
 - This will be discussed at Multicultural Night
 - Phone calls will begin
- May 13th – Touch A Truck Event