

APPROVED
Date 12-18-14

Multicultural Academy Board of Directors

Regular Meeting Minutes

November 20, 2014

6:00 pm

Meeting Called to Order

The meeting was called to order at 6:23 p. m. at 5550 Platt Road, Ann Arbor.

II. Roll Call

Present:

Dr. Samaha-President

Shafik Khalil-Vice President

Richard DeBacker-Secretary

Absent/Excused:

Ammar Hamamy-Director

Jeff Jones-Treasurer

Also Present:

LaTasha Mitchell-Board Recorder

Pat Eggleston-Principal

Mark Nezich-Bay Mills

George Butler-Dickinson Wright Law Firm

Steve Scheel-Croskey Lanni

Pat Sweeney-Croskey Lanni

Approval of Agenda

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

The motion passed unanimously.

III. Approval of Minutes

A motion was made by Richard DeBacker that the minutes be approved and second by Shafik Khalil.

The motion passed unanimously.

IV. Correspondence

None.

Reporting

A. UMC Report

Purchase Order

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

REAP Grant

We no longer qualify for the REAP Grant (Rural Energy for America Program) as our status has changed from a rural area to an urban area.

Staffing

A staff member from the GSRP program has given notice for her last day as of 11/18/2014. A new staff member has been hired and will start on 11/24/2014.

A Para Professional has been hired to replace one that found a job closer to his home.

Compliance Calendar

November	Due Date	Date Submitted
Board Agenda - November (5 Business Days Before Meeting)	11/14	11/11
Audited Financial Statement and Management Letter (include A133 if completed)	11/15	10/27
FID Report to CEPI and BMCC (or as scheduled by MDE)	11/15	11/14
MSDS Fall DS 4061, including MI-CIS for Special Education	11/15	11/11
Board Member Application Documents for January Appointment(s)	11/30	NA
Board Member Nomination for January Appointment(s)	11/30	NA
Board's Response to Auditors Management Letter (if needed)	11/30	10/27
Certificate of Completion for Elevate 360 MSDS File	11/30	11/8
Proposed Board Minutes & Attachments- November (8 Business Days After Approved)	12/2	
Approved Board Minutes & Attachments – October (5 Days After Approved)	11/27	
December 2014		
Board Agenda - December (5 Business Days Before Meeting)	12/11	
Fall REP Report Confirmation	12/15	11/7
Proposed Board Minutes & Attachments – December (8 Business Days After Approved)	12/30	
Approved Board Minutes & Attachments – Nov (5 Business Days After Approved)	12/25	

B. Principal's Report

Parent Teacher Conference

Was held *Thursday, November 13th*

65 families attended

Weekly Grade Level Meetings

Scheduled meetings with teachers began 2 weeks ago

Focus on lesson planning, curriculum resources and mastery of grade level state standards

NWEA Baseline Testing for Grades K - 1

Students in grades K - 1 are being assessed in Reading and Math

Testing complete in Reading in both Kindergarten and 1st grade classes

1st grade NWEA RIT Target in Reading is **160**

1st grade students met their NWEA Target

One 1st grade student had a RIT score of **178**

NWEA RIT Target for 1st grade Math is 163

Classroom average for 1st grade students was 161 one of

One 1st grade student had a RIT score in Math of **195**

NWEA RIT Target for Kindergarten Reading is **143**

2 Kindergarten classes

- Class A has 17 students with an average RIT score of **140**
- Class B has 16 students with an average RIT score of **139**

NWEA RIT Target for Kindergarten Math is **144**

Kindergarten students will complete their Math assessment within the next few days

Extended Day Resources

Focuses on providing academic resources outside of the normal school day

Compass Learning resource utilize during the school day and is available for after school use

- All core subject areas available
- Flyer provides with login information for use at home
- Student individual learning path based on results from the NWEA in Compass Learning

PSA Resources

Developed our ***PSA Resource Guide***

- PSA is our acronym for ***Promoting Student Achievement***
- Features various educational websites with links with related core subject and grade level

- *Aligning weekly standards or skills with websites for **academic support** and **enrichment**.*

Paperless Classroom Options

We are *exploring paperless classroom options* to reduce usage of worksheets and promote more student engagement. We are supporting the use whiteboards, nooks and other forms of technology to increase student engagement

RTI

Morning interventions with Math are moving forward.

“Do the Math” as our Math intervention

- The lessons include hands on activities that are aligned with the Common Core. Students remain engaged with more time on task
- Manipulatives are used daily

Field Trips

3rd grade students attended a trip to the Washtenaw Public Library

Sponsored by a grant from Friends of the Ann Arbor Public District Library

Grant includes all costs including transportation

2nd graders are scheduled to attend tomorrow

4th and 5th grade students are scheduled to attend in December

Student Council is participating in fund raisers for middle school research project field trip

Activities at the Academy

Activities and events at our Academy include:

After school Basketball Camp

Students in grades 1 – 3 ends *Tuesday, November 25th*

20 student’s participated

Basketball Camp for grades 4 and 5 will begin *Tuesday, December 2nd*

The middle school camp will begin in *January*

Bricks for Kids is a STEM Program sponsored by the Cub Scouts

Begins *Monday, December 1st*

Girls on the Run begins in the Spring and will be sponsored by Sabrina Ali our middle school ELA/Social Studies teacher

Multicultural Coat Drive begins *Monday, November 24th*, MA Student Council and their sponsors

4th Grade class chose to support **ALS and Breast Cancer** as community projects
Additional information forthcoming

Academy offers after school tutoring for ELL students and an Aftercare Program

Pre Teachers from EMU

Support from EMU Pre teachers in grades K – 5 four days through mid-December
Classroom support provided during RTI and during centers.

School Social Worker

New school social worker began a couple of weeks

- Provides services to meet the needs of students with IEPs
- Provides school-wide behavior support during grade level groups and RTI
- Observes students within the classroom
- Provides support to our teachers.

Start Date for New 1st grade Student

Student scheduled to start at MA on ***December 1st***

Student moved to area from Vermont

Family toured school two weeks ago

Multicultural Academy will have their first **PTO Meeting** in early December

Marketing Plan

Developing a PR and Marketing Team to increase enrollment

An ad is being placed in a church magazine

Bay Mills Holiday Card Contest

Holiday Card Contest that is sponsored by Bay Mills Community College

- Pictures must be submitted by ***November 26th***
- Winners will be selected from age groupings
- Prizes are \$25 for 1st place from each group, \$15 for 2nd place and \$10 for 3rd place
- Winning pictures will be used on Bay Mills 2014 Christmas Card

The Academy will be closed ***Wednesday, November 26th thru Friday, November 28th***. ***School will resume Monday, December 1st***.

V. Financial Report

The Financial report was led in review by Steve Scheel. A copy of The Monthly Financial Report was provided to the board for review.

VI. CAO Report

Dr. Samaha stated that we will amend our reporting process and will have GSRP, Student Affairs as well As Educational Reporting Solutions and IT Management provide an oral and written report during the regular board meetings. Dr. Samaha would like all reports archived as well. The monthly IT report will include the status of IT and associated projects at the Academy. In addition, Dr. Samaha stated that there should be more than one individual with the ability to upload items on the website. All Items stated on the Memo from the board of directors will also be reflected on the board agenda. The new reporting process will be effective December 2014.

Also, effective December 2014 the regular board meetings will be held at 4:00pm.

VII. Public Comments

None.

VIII. Board Comments

None.

IX. Scheduled/ New Business

1. Building Lease Contract: The rent assessed to the academy from the landlord will be reduced pending approval from BMCC and a resolution being adopted by the board.

2. Management ESP Contract: This has been approved by BMCC and a resolution has been adopted by the board of directors as is. All required documents will be forwarded to BMCC concerning this matter.

3. Budget Admendment- An amended budget was also provided to the board reflecting the ending fund equity as positive.

Richard DeBacker made a motion to approve the amended budget as presented to the board and Shafik Khalil second the motion. The motion passed unanimously.

4. BMCC Transparency- The Academy will adhere to all BMCC transparency requirements to support the fulfilment of these requirements the Board has amended the reporting process effective December 2014. GSRP, Student Affairs as well As Educational Reporting Solutions and IT Management provide an oral and written report during the regular board meetings. Dr. Samaha would like all reports archived as well. The monthly IT report will include the status of IT and associated projects at the Academy.

5. GSRP-IEP Requirements- WISD and MDE has stated that we are responsible as a district to provide services for pre-k students with funds allocated from the General Fund. George Butler will look into this to confirm the obligation. The CAO stated that we should continue servicing the identified students until further notice.

6. Storage Area Update-Construction on the storage unit is in progress, we are awaiting materials with targeted completion by the end of the month.

7. Cole Taylor Mortgage Bank Donation-We received a donation from Cole Taylor Mortgage which will be used for supplies for the Academy.

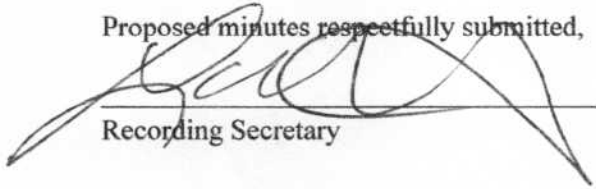
- Confirmation of Next Meeting

December 18, 2014 at 4:00pm

1. Adjournment

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

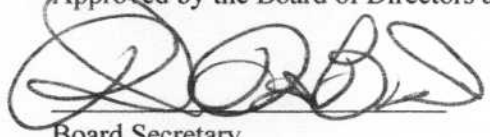
Proposed minutes respectfully submitted,



Recording Secretary

Date: 12-18-14

Approved by the Board of Directors at its ~~22~~ 10, 2014 meeting.



Board Secretary

12/18/14
Date