

**APPROVED**  
Date 10/23/14

Multicultural Academy Board of Directors

Regular Meeting Minutes

September 18, 2014

6:00 pm

Meeting Called 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

Shafik Khalil-Vice President

Richard DeBacker-Secretary

Jeff Jones-Treasurer

Ammar Hamamy-Director

Also Present:

LaTasha Mitchell-Board Recorder

Pat Eggleston-Principal

Mark Nezich-Bay Mills

Approval of Agenda

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

The motion passed unanimously.

III. Approval of Minutes

A motion was made by Shafik Khalil, and second by Richard DeBacker to approve the August 21, 2014 regular meeting minutes. The motion passed unanimously.

#### IV. Correspondence

The Board received an amended contract from Mariah Wanic of Bay Mills Community College to reflect that the high school being eliminated at the academy. Dr. Samha signed the amended contract; it has been forwarded to BMCC.

The board is required by BMCC to ensure that all teachers are highly qualified and that there is an evaluation process in place. The Board has determined this and has forwarded this information to bay mills.

#### 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

September	Due Date	Date Submitted
Board Agenda - September (5 Business Days Before Meeting )	9/11	9/4
Employee Handbook	9/1	8/18
Annual Education Report, with dated Notice to Public, dated Posting to Website with Local Cover Letter	9/3	8/21
SE 4096 Special Education Actual Cost Report	9/30	9/16
Playground Safety Training for Staff, Rules, Agenda, Attendance	9/30	9/3
Certified Teacher Warranty	9/30	
Teacher Evaluation Warranty	9/30	9/19
Proposed Board Minutes & Attachments- September (8 Business Days After Approved)	10/2	
Approved Board Minutes & Attachments – August (5 Days After Approved)	10/2	
October	Due Date	Date Submitted
Board Agenda - October (5 Business Days Before Meeting )	10/9	
Bloodborne Pathogens Training- LearnPort Documentation	10/1	9/22
Pest Control Compliance (See User's Manual for Details)	10/1	9/16
DS-4898 Preliminary Pupil Membership Count (during first 3 years of existence)	10/1	NA
Annual Nonprofit Corporation Update	10/1	9/16
MEGS Protective Eyewear Certification	10/1	8/18
MEGS Right to Prayer Certification	10/1	8/18
MEGS Constitution Day Certification	10/1	8/18
SE 4094 Transportation Expenditure Report (if required)	10/15	9/16
Certificate of Completion of Elevate 360 Fall Results	10/24	

First Quarter Financial Statement	10/30	
Proposed Board Minutes & Attachments- October (8 Business Days After Approved)	10/28	
Approved Board Minutes & Attachments – September (5 Days After Approved)	10/23	

Principal's Report

I. **Instructional Staffing**

Title 1 Coordinator and Intervention Coordinator

Seven (7) Elementary teachers

Three (3) secondary teachers

PE

Spanish

Arabic

II. **Academic Focus**

Focus is academic interventions to close our achievement gap

- RTI
- Title 1
- Math, ELA and Science enrichment.
- RTI and Title 1 officially begins *Monday, October 1<sup>st</sup>*

III. **Picture Day**

Picture Day was *Monday, September 15<sup>th</sup>*

IV. **Arabic Class**

Arabic classes began **Monday September 8<sup>th</sup>** for students in grades 1 – 5

- Two classes
- One meet on Mondays, Wednesdays and Fridays
- The other on Tuesdays and Thursdays

V. **NWEA Baseline Assessment**

Begins *Tuesday, September 16<sup>th</sup>*, grades 1 – 8 were assessed on the NWEA

- A web-based assessment that provides immediate results in Math and Reading
- Measures academic growth from the fall baseline assessment to the final spring assessment
- Expectation is to meet or exceed the NWEA RIT Score or minimally to make at least one year of academic growth
- Required Bay Mills

VI. **Additional Assessments**

- **Fontas and Pinnell** – grades K – 5 will be assessed in literacy, fluency and comprehension beginning *Monday September 22<sup>nd</sup> thru Friday, October 3<sup>rd</sup>*.
- **DRA** – grades 6 – 8 will be assessed in literacy, fluency and comprehension during the same testing period.

VII. **PESG**

*Tuesday, September 15<sup>th</sup>* met with Troy Ruger from PESG for unexpected staffing needs. A contract is in the works

VIII. **Mediscan**

Several candidates interviewed for Social Worker and School Psychologist positions. Both positions have been filled.

IX. **Development of Partnerships**

*Eastern Michigan University:* field experience to assist our students in reading and writing.

- Begins *October 20<sup>th</sup> - December 8<sup>th</sup>* from *8:45 am* until *11:45 pm*. The teaching assignments will include
- Shared reading in kindergarten
- Guided reading in grades 1 – 3
- Guided reading of an informational text in grades 4 – 6, tutoring and word study.

*Washtenaw ISD:* Angie and I met with Sandra Riley and Melissa Brooks to discuss assistance with increasing our student achievement. We discussed joining instructional networks and professional developments that are offered by the ISD.

X. **Upcoming Professional Development**

- Melissa Brooks will present *October 3<sup>rd</sup>* for our K – 5 teachers. The focus is instructional strategies to increase center-based learning
- Curriculum Crafter – will present on how to use the curriculum effectively
- Hemphill Enterprises will demonstrate how to increase Math proficiency

XI. **New Teacher Academy**

New teachers with less than three years of teaching experience will attend the New teacher Academy at Wayne RESA beginning in October.

XII. **Curriculum Night**

Curriculum Night will occur on *Thursday, September 25<sup>th</sup>* from *4:00pm – 6:00pm*

XIII. **Bay Mills Leaders Meeting, October 20<sup>th</sup> and October 21<sup>st</sup>**

V. **Financial Report**

The Financial report was reviewed by the board as accepted as is. Correspondence was provided by Croskey Lanni summarizing the report.

## VI. CAO Report

The CAO informed the board that we are in the process of assessing the needs of our students and will provide uniforms for students that do not have means to purchase them.

The CAO also stated that the board has placed academic achievement as a priority over all other activities for students.

In addition we are in the process of renovating areas of the building as budget permits.

## VII. Public Comments

None.

## VIII. Board Comments

The board asked the academy principal when after school tutoring will start. The board was informed that tutoring will start in October. The board also asked about providing tablets for students and was informed by the academy principal that students have access to tablets that were previously purchased and that they are being used in the classrooms.

The Board also inquired about maximum times that students are permitted to be on the bus. The board was informed that there is no maximum time for students to be on the bus being transported to and from school. The academy leaders and the transportation department are making every effort to ensure that students arrive to school and return home in a timely manner.

## IX. Scheduled/ New Business

### 1. **Parking Lot**

We are in the process of parking lot renovations. This project will cost about \$200,000. The island in the parking has been removed which will add about 7 additional parking spaces. This is the first phase involving an ongoing project.

### 2. **Storage Unit**

The landlord will add a 720 sq. ft. storage unit in the back of the building. All excess equipment will be stored there. A permit has been submitted to the township. There will be no additional fees added to the rent.

### 3. **Sale of Textbooks**

We sold several unused textbooks to Follett School Solutions and received a \$4,100 dollars in compensation for them.

**4. Contract Amendment:**

The Board received an amended contract from Mariah Wanic of Bay Mills Community College to reflect that the high school being eliminated at the academy. Dr. Samaha signed the amended contract; it has been forwarded to BMCC.

**5. Teacher Evaluation:**

The board is required by BMCC to ensure that there is an evaluation process in place for all instructional staff. This requirement has been satisfied.

**6. Employee Certification Warranty:**

The Academy is required by BMCC to ensure that all teachers are highly qualified. The Board has determined this and has forwarded this information to Bay Mills.

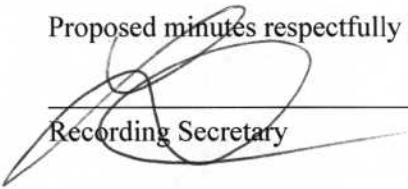
- Confirmation of Next Meeting

October 23, 2014 at 6:00pm

1. Adjournment

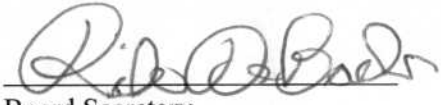
Rick DeBacker made a motion to adjourn. Shafik Khalil second.

Proposed minutes respectfully submitted,

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

Date: 10-23-14

Approved by the Board of Directors at its 10, 23, 2014 meeting.

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

10/23/14  
Date