

Multicultural Academy Board of Directors
Approved Meeting Minutes
Date: March 20, 2025
Time: 6:00 pm

APPROVED
Date April 17, 2025

I. Meeting Called to Order

The meeting was called to order at 6:04 pm

II. Roll Call

Present:

Dr. Khalil Samaha- President
Richard DeBacker- Vice President
Hana Shalabi – Secretary
Charlotte Henderson-Treasurer

Excused Absence:

Dr. Mariam Faied – Director

Also Present:

Terry Farha – UMC
Angie Luck – UMC
Mohana Mukherjee Das - MA
Saher Ramadan – MA
Andrea Kidd - MA

III. Approval of Agenda

A motion was made by Richard DeBacker and second by Charlotte Henderson that the agenda for the March Regular Board Meeting be approved. The motion passed unanimously.

IV. Approval of Minutes

A motion was made by Richard DeBacker that the minutes be approved for the February 20, 2025 Regular Board Meeting second by Charlotte Henderson The motion passed unanimously.

V. Correspondence

A. None

VI. Reporting

A. Principal's Report

District Updates

Staffing/Vacancies

- The district is currently facing a vacancy for a high school science teacher

Celebrations

Reading Month

- The district celebrated Reading Month with various exciting activities and guest readers. Highlights include:
 - ISD Representatives reading to 3rd-grade students.
 - Dr. Betty reading to the entire school.
 - Ann Arbor Librarians visiting to read to the students.
- Student Participation:
 - Students participated in the Student Capital event, engaging with state-level activities.
- Math Showcase:
 - Students showcased their math skills, emphasizing the district's commitment to academic excellence.

Challenges/Barriers

- Enrichment Program:
 - The district has started a new enrichment program aimed at supporting students who are “on the bubble” academically, helping them progress to higher levels.
 - Benchmarking: The program is already showing promise, though more time and data will be needed for comprehensive evaluation.

MDE Updates – Benion

Upcoming Events

- OPD Virtual Networking Event:
 - Save the date for May 14, 2025.
- Section 21(h) Implementation & Effectiveness Worksheet:
 - Next Due Date: March 28, 2025.
- 2025 Education Workforce Virtual Job Fairs:
 - Dates:
 - Wednesday, March 12, 2025
 - Wednesday, May 14, 2025
- Teacher Con 2025
 - This summer, the CS for Michigan Collaborative will offer a variety of Computer Science workshops for teachers. The workshops are fully funded, including hands-on training, lodging, meals, and materials.
 - For more information, contact Larry Wyn, CS Program Manager (phone: 231.709.1770, email: wynlar@gvsu.edu).

MDE Weekly Communications

- SUN Bucks (Summer EBT) – Updates from the Food and Nutrition Service.
- Diversity FAQ – U.S. Department of Education:
 - On March 1, the U.S. Department of Education released a 9-page FAQ document in follow-up to its February 14 Dear Colleague Letter. This letter outlines responsibilities regarding diversity in educational institutions that receive federal funding. It's critical to review this document and consult legal counsel for informed decision-making.
- Section 27h Mentoring and Induction District Support Grant Application:
 - The Section 27h Grant for mentoring and induction practices is open for applications until March 27, 2025. For more details, visit the MDE's official webpage or contact MDE-EdWorkforceGrants@Michigan.gov.
- Financial Data for Schools:
 - Bulletin 1011: Contains an analysis of Michigan public school revenues and expenditures, grouped by the size of pupil membership.
 - Bulletin 1014: Includes detailed financial information at the district level, including revenues and expenditures per pupil, average teacher salaries, and taxable value data.
 - For questions, contact Christopher May at MayC@Michigan.

Teachers

- Grade 8 - Grade 11: Actively preparing for PSAT 8/9, PSAT 10, SAT, and ACT assessments.
- Grade 3 - Grade 8: Actively preparing for M STEP assessments.
- Enrichment Classes: Started February 1, 2025, for Grade 3 - Grade 8 students.

Students and Programs

- Reading Month (March 2025): All grades are participating.
- MDE Guest Visitor – Dr. Betty Underwood: Read a book to Grades KG to Grade 11 on March 10, 2025.
- Ann Arbor Library Visit: March 12, 2025.
- Women's History Month Celebration: Visit from University of Michigan on March 17, 2025.
- Community Helper Day: Pittsfield first responders will read a book to all grades on March 18, 2025.
- English Spelling Bee: March 20, 2025, for students from Kindergarten through Grade 11.
- Spring Break: March 24-28, 2025.
- College board Assessments (SAT/ACT, PSAT 10, and PSAT 8/9): April 7, 2025, for Grades 8-11.
- M STEP Assessments: April 14, 2025, for Grades 3-8 and Grade 11.
- NWEA Assessments: May 5, 2025, for Grades KG-Grade 11.

Parents

- Food Gatherers Program: Scheduled for March 18, 2024.
- Communication Updates: Robocalls, emails, and text messages will be sent as needed to keep parents informed.

B. Administrative Report – UMC

Epicenter

All documents have been submitted as required.

Consolidated Application and 21h grants were approved.

March 2025	Due Date	Date Submitted
Board Agenda – March (5 Business Days Before Meeting)	3/13	3/12
Educator Evaluation Transparency on website: Certificate of Completion	3/28	3/12
Proposed Board Minutes & Attachments – March (8 Business Days After Approved)	4/1	
Approved Board Minutes & Attachments – Feb. (5 Business Days After Approved)	3/27	
April 2025	Due Date	Date Submitted
Board Agenda – April (5 Business Days Before Meeting)	3/13	
Open Enrollment and Lotter Procedures	4/4	3/12
2024-2025 NWEA or Scantron School Testing Schedule-Spring	4/4	3/13
Third Quarter Financial Statement	4/25	
MEIS/MSDS (SRSD) FTE-DS4061	4/25	
Proposed Board Minutes & Attachments – April (8 Business Days After Approved)	4/1	
Approved Board Minutes & Attachments – March (5 Business Days After Approved)	3/27	

Purchase Orders

Meetings took place with CBIZ to review all purchase orders and payroll.

Grants Expenditure

Grant Name	Expenditures	Revenue	Current/Pending
MDE Breakfast / Lunch	\$36,239.68	\$36,239.68	Deposited
Title IA	\$10,204.00	\$10,204.00	Deposited
Title IIA	\$	\$	
IDEA	\$23,656.00	\$23,656.00	Deposited
ACT 18	\$9,616.00	\$9,616.00	Deposited
Title IV	\$1365.00	\$1365.00	Deposited

General Fund Purchase Order Expenditures

General Fund Purchases	\$ 84,921.36
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$86,098.00	\$4,098.00

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$682,935.67

Insurance

Name	Date Paid
Health Insurance	3/26/2025
General Liability / Bus Insurance	3/20/2025
Workman's Compensation	3/23/2025

Financial Audits

Name of Audit	Date Occurring
End of Year	NA

C. Financial Report

- A. A copy of The Monthly Financial Report was provided to the board for review. The board accepted the Financial Report as is.

D. IT Report

- Repairing Chromebooks and Teacher Laptops.
- We are working with UTECH to figure out why their new equipment is not working correctly. They have ordered new parts and will contact me for install.
- Working on the server and switched to get configurations correct with the companies.

- Dell Server is hanging on by a thread. I restart it a few times a day.
- I tested a new system for teachers next year. Asus. It is more rugged and the main power port looks and feels way stronger. This is the one I would use for staff. The Hard Drive is only 288 g but for the budget, it will be ok. They need to start using the server when we purchase the new one anyway. Keeping files on that and not on the actual machine.

E. ESL Coordinator/Teacher Report

Newcomer Program

- As of Friday, March 7th we concluded the latest round of the Newcomer Program. Newcomer students were then filtered into regular ESL small groups.

Testing

- The WIDA Access 2.0 testing window began January 27th, we were able to finish testing of all students on March 12th. Our completion date was way ahead of schedule, as the final testing date given by WIDA is April 4th. All testing materials were counted and inventoried then shipped back to the DRC testing site.

Small Group Services

- Small group services have resumed on Thursday, March 13th. Both the elementary and secondary groups were edited as needed to include the newcomer students and arrange students to best fit their needs. The groups were added to both the elementary and secondary schedule and emailed to all teachers to confirm the start of groups again.

F. Behavior Assistant/Parent Liaison Report

Behavior

- Intervention sessions continued with students who still need support to reach better behavioral performance.
- A formal MDR meeting was arranged with the parent of a student with an IEP. The team concerned was in the meeting, which included BA, Spec. Ed., Social Worker, Assistant Principal and Paraprofessional.
- Nine off-school suspensions were given since 3/3/2025.

Attendance

- Families have been communicated to enhance regular attendance, especially for students with more repetitive absences.
- The average attendance in the last two weeks 310 students which is 87.82%

The Newcomers Program

- No newcomer families since the last board meeting as there was no new enrollment

Communication with parents

- Meetings with parents, as well as phone calls, have been arranged to facilitate academic or behavioral progress of the students.

Professional Development sessions

- Attended a PD on 3/4/2025 on "Rooting Attendance Growth Through Multi-Tiered Approach" at Wayne RESA.

VIII. Public Comments

- A. None

IX. Board Comments

- A. None

X. Scheduled New Business

A. Staff Use of Technology

- a. Tabled until next meeting. A draft policy is requested to be presented at the next meeting.

B. HS Course Catalog

- a. A motion was made by Hana Shalabi that the 2024-2025 HS Course Catalog be adopted as presented and second by Charlotte Henderson. The motion passes unanimously.

C. National Charter Schools Institute

- a. Fall Board Policies have been updated and can be found at:

Public Transparency Link:

<https://go.boarddocs.com/mi/macademyk8/Board.nsf/Public>

XI. Extended Comments

A. Public

- a. None

B. Board Members

- a. Nonc

XII. Confirmation of Next Meeting

A. April 17, 2025

XIII. Adjournment

Hana Shalabi made a motion to adjourn Charlotte Henerson second. Meeting adjourned at 6:29 p.m.

Minutes respectfully submitted,

Anya T. Luck

Recording Secretary

4/17/2025

Date

Approved by the Board of Directors at its April 17, 2025 meeting.

[Signature]

Board Secretary

4/17/2025

Date