

APPROVED
Date 3/20/2025

I. Meeting Called to Order

The meeting was called to order at 6:00 pm

II. Roll Call

Present:

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

Excused Absence:

Also Present:

Terry Farha – UMC
Angie Luck – UMC
Mohana Mukherjee Das - MA
Saher Ramadan – MA
Andrea Kidd - MA
Brittany Cook – BMCC
Steve Scheel – cBiz
Omar Jaber- Visitor

III. Approval of Agenda

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

IV. Approval of Minutes

A motion was made by Charlotte Henderson that the minutes be approved for the January 16, 2025 Regular Board Meeting second by Richard DeBacker. The motion passed unanimously.

V. Correspondence

- A. The MDE will visit the school March 4, 2025 to interview the Partnership Committee regarding the success of the program. A video will be developed to use as a learning tool for other districts.

VI. Reporting

A. Principal's Report

MDE: District Updates, Celebrations, Challenges, and Barriers

Staffing & Vacancies:

- High School Science Teacher: Interview with a certified candidate scheduled for Friday.

Celebrations:

- NWEA assessments have been completed with goals successfully met.
- Count Day: 328 out of 345 students were present.
- A new bus route has been added.
- Benchmark review results came back positive.
- Another PARA has been hired.
- The after-school enrichment program has been approved by the Board.

Challenges/Barriers:

- Staff resignation due to health-related issues.
- Continued efforts to address staffing vacancies in key positions.

WISD – Heather

- **Rag Funding:** Currently in progress.
- **Key Programs:**
 - STEM
 - Coaching
 - Library
 - Math Training

- Retention Bonuses
- Career Programs

MDE – Benion

- **MI MTSS TA Center:**
 - **Upcoming Events:**
 - Dyslexia Summit
 - MDE Diversity in Literature Symposium
- **Benchmark Review Summary:**
 - Required signatures from the Board of Education, Authorizer, and Superintendent.
 - The final summary report will be provided in PDF format and uploaded as the final document.
 - The report is due to the Board by March.
- **21H Update:**
 - \$6 million currently available, with \$24 million requested.
 - Anticipated funds will be available by mid-March.
- **Section 21(h):**
 - **New FY25 One-Year Requests:** Leadership Team review is almost complete; approved awards may be finalized by the March State Aide payment.
 - **Effectiveness Metrics** (columns N, O, and P) should appear once, either in Fiscal Year 24 or Fiscal Year 25 tabs.
 - **Utilization (columns F, G, and H):** Must appear in both Fiscal Year 24 and Fiscal Year 25 tabs based on funds used in the awarded year.
- **2025 Education Workforce Virtual Job Fairs:**
 - March 12, 2025
 - May 14, 2025
- **MDE Communication:**
 - Confirmation received for the Video Project for the Office of Partnership Districts.

Teachers

- Teachers are actively engaged in assessment preparation and Multi-Tiered System of Supports (MTSS).

Students and Programs

- **WIDA Testing:** In progress from January 27 to March 21, 2025.
- **Student Rights Assembly:** Held by a University of Michigan student on January 31, 2025.
- **Grade 11 Visit to Eastern Michigan University:** February 5, 2025.
- **Count Day:** February 12, 2025.
- **Current Student Enrollment (as of February 14, 2025):** 345 students.
- **Math Competition:** Students from Kindergarten through Grade 11 will participate on February 20, 2025.

Parents

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

NWEA

Percentage of Students who Met or Exceeded their Projected RIT Score

NWEA Percentage of Students who Met or Exceeded their Projected RIT Score		
Grade	Mathematics	Reading
Kindergarten	100%	76.5%
Grade 1	63.6%	50%
Grade 2	88.5%	80.8%
Grade 3	96.7%	76.7%
Grade 4	51.6%	51.6%
Grade 5	56.7%	63.3%
Grade 6	76.2%	60%
Grade 7	71.9%	51.6%
Grade 8	76.2%	80%
Grade 9	56.5%	56.5%

Grade 10	63.2%	63.2%
Grade 11	72.2%	55.6%

B. Administrative Report – UMC

Epicenter

All documents have been submitted as required.

February 2025		Date Due	Date Submitted
Board Agenda – February (5 Business Days Before Meeting)		2/13	2/12
Annual Education Report on Website – certificate of completion on Epicenter		2/19	2/11
Emergency Operations Plan (EOP) certification (required biannually)		2/7	1/20
Budget Amendment		2/21	2/21
Proposed Board Minutes & Attachments – Feb (8 Business Days After Approved)		3/4	
Approved Board Minutes & Attachments – Jan. (5 Business Days After Approved)		2/27	
March 2025		Due Date	Date Submitted
Board Agenda – March (5 Business Days Before Meeting)		3/13	
Educator Evaluation Transparency on website: Certificate of Completion		3/28	
Proposed Board Minutes & Attachments – March (8 Business Days After Approved)		4/1	
Approved Board Minutes & Attachments – Feb. (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	\$32,783.24	\$32,783.24	Deposited
Title IA	\$	\$	
Title IIA	\$	\$	
Title III LE	\$	\$	
Title III IMM	\$	\$	
Field Trips	\$425.00	\$425.00	Deposited

General Fund Purchase Order Expenditures

General Fund Purchases	\$ 110,600.50
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$77,098.00	\$9,098.09

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$304,758.67

Insurance

Name	Date Paid
Health Insurance	2/26/2025
General Liability / Bus Insurance	2/20/2025
Workman's Compensation	2/23/2025

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

A. No report given.

E. ESL Coordinator/Teacher Report

Newcomer Program

- As of Monday, February 3rd, we enrolled a new group of newcomer students. That Monday afternoon we began a new round of the Newcomer Program. We split the elementary students who were assigned to one teacher from the ESL team. A second teacher from the ESL team was assigned to work with the middle school and high school students.

Testing

- The WIDA Access 2.0 testing window began January 27th, we started testing that day with the KG and 1st grade students. The next week we circled around to the high schoolers and were able to complete testing with them as scheduled by February 11th. We are currently working on finishing up testing with the 8th graders and beginning

the 7th graders this week. We will finish up with middle school by February 25th and will then begin working from 5th grade down to complete the Elementary students. Per the schedule dates we should be able to finish testing of all students including our newcomers who enrolled the beginning of this month by March 21st. The test window is open until April 4th so we will have more time if needed.

Small Group Services

- Small group services have been paused at this time, as all members of the ESL team are administering the WIDA test. Groups will resume once the testing season has finished.

F. Behavior Assistant/Parent Liaison Report

Behavior

- Intervention sessions continued with students who still needed help or assistance for better behavior.
- Four out of -school suspensions in February 2025.

Attendance-

- Attendance average went up in February ranging between 87.2% and 92.2%.
- Count day attendance was 94.6%.

The Newcomers Program

- A new family was enrolled (4 students).

Communication with Parents

- Meetings with families were arranged with BS and principal regarding academic and behavioral concerns.

VIII. Public Comments

- A. None

IX. Board Comments

- A. None

X. Scheduled New Business

A. Amended Budget

- a. A motion was made by Richard DeBacker that the 2024-2025 Amended Budget be adopted as presented and second by Charlotte Henderson. The motion passes unanimously.

B. Final Benchmark Review Summary

- a. The building administrator presented the results of the Final Benchmark Review Summary.

C. Count Day Results

- a. There were 328 students present and 17 absent. Total enrolled is 345.

XI. Extended Comments

A. Public

- a. None

B. Board Members

- a. None

XII. Confirmation of Next Meeting

- A. March 20, 2025

XIII. Adjournment

Richard DeBacker made a motion to adjourn Hana Shalabi second. Meeting adjourned at 6:43 p.m.

Minutes respectfully submitted

Angela T. Luck
Recording Secretary

3/20/2025
Date

Approved by the Board of Directors at its March 20, 2025 meeting.

Hana Shalabi
Board Secretary

3/20/25
Date