

Multicultural Academy Board of Directors
Approved Meeting Minutes
Date: October 24, 2024
Time: 6:00 pm

APPROVED
Date 11/21/2024

I. Meeting Called to Order

The meeting was called to order at 6:01 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
Andrea Kidd – MA
Saber Ramadan - MA
Brittany Cook – BMCC

III. Approval of Agenda

A motion was made by Richard DeBacker and second by Hana Shalabi that the agenda for the October Regular Board Meeting be approved. The motion passed unanimously.

IV. Approval of Minutes

A motion was made by Hana Shalabi that the minutes be approved for the September 19, 2024 Regular Board Meeting second by Charlotte Henderson. The motion passed unanimously.

V. Correspondence

A. None

VI. Reporting

A. Principal's Report

District Updates/Celebrations/Challenges/Barriers Partnership Meeting Notes

- Staffing/vacancies
 - Fully staffed, could use a few more paras (9 certified 12 on sub permits but, in a program,)
- Celebrations, Challenges/Barriers -
 - Fully staffed, 258 students present today, student count over 300
 - 2 teachers are trained in LETRS
 - First couple of days of school have gone really well!
 - NWEA starts next week (Look into NWEA changes coming June 2025)
 - Received Stronger Connections Grant to build ELL program
 - DEI officer in place to work with the Newcomer Program from Stronger Connection Grant 2024-25 & 2025-26 school years)
 - Educators attended the Tri-county Educator Conference
- WISD
 - WISD Fall PD Catalog
 - Dr. Dawn Stewart will begin working with Behavior Assistant & DEI officer-update at each meeting.

Teachers

- Count Day on October 2, 2024.
- Progress Reports on October 4, 2024.
- Club connects started October 11, 2024
 - Fine Arts

- Art of Cooking
- Culture and Language
- Theater and Elocution
- Strength Training
- Computer Applications
- Sports
- Career Exploration
- NWEA Data Talk with homeroom teachers (KG to Gr. 5) and Subject teachers (Math and ELA) Middle school and High school on October 12, 2024.
- Picture Day on October 23, 2024.

Students and Programs

- Count Day on October 2, 2024.
- Progress Reports on October 4, 2024.
- Reading Intervention support for Grades KG to Grade 5 started October 8, 2024.
- Club connects started October 11, 2024
 - Fine Arts
 - Art of Cooking
 - Culture and Language
 - Theater and Elocution
 - Strength Training
 - Computer Applications
 - Sports
 - Career Exploration
- Doughnuts with Family on October 16, 2024.
- University of Michigan (UM/Sci) volunteers assist Grade 7 students with a windmill model experiment on October 18, 2024.
- Picture Day on October 23, 2024.
- PSAT/NMSQT for Grade 11 on October 29, 2024.
- Total enrollment: 331 (as of 10/21/2024)

Parents

- Doughnuts with Family on October 16, 2024.
- Food Gatherers: October 15, 2024.
- Robocalls, emails, and texts as and when needed.

B. Administrative Report – UMC

September

All documents have been submitted as required.

Board Agenda – October (5 Business Days Before Meeting)	10/17	10/16
Blood Borne Pathogen Training – Agenda and Proof of Attendance	10/4	9/20
DS-4896 Preliminary Pupil Membership Count (during first three years of existence and when adding a grade)	10/4	9/20
Annual Nonprofit Corporation Update	10/4	9/30
SE 4024 Transparency Requirements Report (if required)	10/11	9/24
CIMS Determination Report for 2024-2025	10/11	10/3
First Quarter Financial Statement	10/31	
Proposed Board Minutes & Attachments – Oct. (8 Business Days After Approved)	11/5	
Approved Board Minutes & Attachments – Oct. (5 Business Days After Approved)	10/31	
Board Agenda – November (5 Business Days Before Meeting)	11/14	
Audited Financial Statement and Management Letter (include A133 if completed)	11/1	
FID Report to CDFI and BMCC (or as scheduled by MDB)	11/15	
MHIS/MSDS (SESD) FTE-DS-4061 including MI-CIS for Special Education (Fall)	11/15	
Audited Financial Statement Management Letter Response (if needed)	11/29	
Proposed Board Minutes & Attachments – Nov. (8 Business Days After Approved)	12/3	
Approved Board Minutes & Attachments – Oct. (5 Business Days After Approved)	11/28	

Purchase Orders

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

the document
 to be reviewed
 by the board
 on 10/21/2024
 at 10:00 AM
 in the board
 room
 at the school
 building

Grants Expenditure

Grant Name	Expenditures	Revenue	Current/Pending
MDE Breakfast / Lunch	\$37,810.16	\$37,810.16	Deposited
Title IA	\$	\$	
Title IA	\$	\$	
Title III	\$	\$	
Title III	\$	\$	
TV	\$	\$	
ESSER III Formula	\$	\$	
MDE (student pd virtual course)	\$250.00	\$250.00	Deposited
MDE (Dept. of Health & Human Services)	\$15.00	\$15.00	Deposited
Phoenix Innovate - Deposit Refund	\$4,128.00	\$4,128.00	Deposited
RAG Grant Reimbursement	\$31,000.36	\$31,000.36	Deposited
MV Homeless Reimbursement	\$5,578.75	\$5,578.75	Deposited

General Fund Purchase Order Expenditures

General Fund Purchases	\$ 137,398.00
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$133,673.62	\$110,000.00

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$268,201.24

Insurance

Name	Date Paid
Health Insurance	10/26/2024
General Liability / Bus Insurance	10/29/2024
Workman's Compensation	10/23/2024

Financial Audit

Period of Audit	Date Covering
End of Year	Currently Taking Place

C. Financial Report

- A. A copy of The Monthly Financial Report and 1st Quarter Financial Statement was provided to the board for review. The board accepted the Financial Report and 1st Quarter Financial Statement as is.

C. IT Report

- Repairing Chromebooks and Teacher Laptops.
- Internet is fully functioning and upgraded.
- Support came and repaired 2 Qomo boards at no additional cost.
- All students have a working Chromebook. Repairs no longer charged.
- K and grade 1 carts are done and they are using them.
- Currently working on Count day.
- Staff wants new headsets for each student.
- Does Technology have a budget yet? I need to purchase power chords for the Chromebooks.

D. ESL Coordinator/Teacher Report

- Newcomer Program- As of 10/23/24 we have completed the second round of the Newcomer Program. Students from grades KG, 2nd and 4th grade participated in this round of the program and have now transitioned successfully to their grade-level classroom.
- Testing- All Newcomer students have completed testing using the WIDA screener assessment. Students were a part of the Newcomer Program and have now been filtered into regular ESL groups to receive services based on their needs as indicated on their WIDA screener and progress in the Newcomer Program.
- Small group service updates- ESL small groups have been created using WIDA screener and WIDA access test data and based on student needs. With the conclusion of the second round of the Newcomer Program, our small groups continue to grow. Staff are providing services using the designated ESL curriculum from Learning A-Z and a Decodable book curriculum from Hello

Literacy within the KG-5th grades. Our middle and high school students from grades 6th-11th grade are receiving services and they are using the same designated ESL curriculum.

E. Behavior Assistant/Parent Liaison Report

Behavior

- Intervention sessions continued for two more weeks with the full list of students provided by the homeroom teachers. The students list minimized to a few students who I still meet with individually almost every day.
- One of the students was referred to the Special Education specialist to build a behavioral plan that addresses the issue. The guardian of the student was notified.
- Out of school suspension: 7 cases.
- PBIS is still being implemented with individuals, as well as group plans are being carried out to achieve better outcomes on discipline performance.

Attendance

- No chronic absence is noted except for the family that had their (family issue) in late September. They are back to school and attending regularly.
- The total account on 10/21/2024 is 332.
- The average attendance in the last two weeks was 292.

The Newcomers Program

- Met with the parents of the newly enrolled students and introducing the new students to their teachers and classmates.
- Helped teachers and parents with interpretation and filling out applications and answering their questions.

Communication with Parents

- Called guardians regarding students' absences, tardiness or behavior.
- Visited two families regarding behavior and/or incidents during school time.

Professional Development Sessions

- Attended in person PD on 9/25/2024 titled "Effective Family Engagement."
- Attended a zoom PD on 9/30/2024 titled "Increasing School Attendance Through Multi-Layer Approach."
- Attended in person PD on 10/11/2024 titled "Talking with Families About Behavior" at Wayne RESA.

VII. CAO Report

- A. None

VIII. Public Comments

- A. None

IX. Board Comments

X. Scheduled New Business

- A. Enrollment
 - a. 313 students enrolled on Count Day. Current enrollment is at 334.
- B. Building General Maintenance
 - a. A list was provided with all repairs needed.
- C. Additional Storage Area
 - a. An additional storage area has been added to the existing one next to the gym.
- D. School Furniture
 - a. An inventory was taken and given regarding school furniture.
- E. Annual Report
 - a. Bay Mills Community College sent the Annual Report and the academy is improving yearly.
- F. Kitchen Equipment
 - a. Because of the increase in enrollment the current oven is not able to keep up with the daily needs for the students. A request for an additional oven was presented.
- G. Consolidated Application
 - a. 2024-2025 Consolidated Application has been approved.

XI. Extended Comments

- A. Public
 - a. None
- B. Board Members
 - a. None

XII. Confirmation of Next Meeting

- A. November 21, 2024

XIII. Adjournment

Richard DeBacker made a motion to adjourn Charlotte Henderson second. Meeting adjourned at 7:04 p.m.

Minutes respectfully submitted,

Angela T. Luck
Recording Secretary

11/21/24
Date

Approved by the Board of Directors at its November 21, 2024 meeting.

Hanan Shabli
Board Secretary

11/21/24
Date