

Multicultural Academy Board of Directors

Approved Meeting Minutes

Date: May 22, 2025

Time: 6:00 pm

APPROVED
Date 6/19/2025

I. Meeting Called to Order

The meeting was called to order at 6:07 pm

II. Roll Call

Present:

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

Excused Absence:

Also Present:

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

III. Approval of Agenda

A motion was made by Charlotte Henderson and second by Richard DeBacker that the agenda for the May 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 April 17, 2025 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, and Barriers

Staffing & Vacancies

- Hired one paraprofessional; still need to hire four additional paras.
- With the addition of 12th grade, we need to hire:
 - One Assistant Principal
 - One School Counselor (RAG funding may be used for this position for one year)

Celebrations

- M-Step testing is wrapping up; NWEA testing is beginning. We plan to share data in June.
- Planning is underway for several exciting year-end events:
 - Carnival (with community support)
 - Graduation
 - Awards Ceremony
 - Multicultural Day
- Staff ALICE Training scheduled for May 2, 2025.

Challenges/Barriers

Construction is planned but the timeline is still uncertain.

- Our waitlist is currently at approximately 75 students, with current enrollment at 342.

Washtenaw ISD – Heather

- Spring, Summer, and Fall Professional Development Catalogs are available.
- Math Showcase scheduled for May 28.
- SLIFE (Students with Limited or Interrupted Formal Education) Screener available.
- RAG Funds are currently available.

MDE Updates – Benion

- OPD Virtual Networking Event:

- Date: May 14, 2025
- Time: 9:30 AM – 2:30 PM
- SCHECHs: Up to 4.5 approved
- PIC# request links included in each session's registration
- 2025 Education Workforce Virtual Job Fairs:
 - Date: Wednesday, May 14, 2025
- MICIP Office Hours for Partnership Districts:
 - Dates and Outlook/Zoom invites have been shared.
 - May 5: 1:00 – 2:00 PM
 - May 6: 9:00 – 10:00 AM
 - May 9: 10:00 – 11:00 AM

Teachers

- Teacher Appreciation week: May 5th to May 9th, 2025.
- Grade KG - Grade 11: Progress Reports May 9, 2025.

Students and Programs

- NWEA Assessments (Grade KG to Grade 11): In Progress from April 28th to May 29th, 2025.
- Lansing Capitol: Selected students visited May 6, 2025.
- AAPS District Library: Visit to all grades on May 7, 2025.
- Dominoes Farm Field Trip: Grade KG and Grade 1 visited May 15, 2025.

Parents

- Food Gatherers Program: Scheduled for May 20th, 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.

May 2025	Due Date	Date Submitted
Board Agenda May (5 Business Days Before Meeting)	5/15	5/14
Enrollment Lottery Description and Results, if conducted	5/23	4/28
Board Member Application Documents for July Appointments(s)	5/30	4/21
Board Member Nomination for July Appointment(s)	5/30	4/21
Proposed Board Minutes & Attachments-May (8 Business Days After Approved)	5/29	
Approved Board Minutes & Attachments-April (5 Business Days After Approved)	6/3	
June 2025	Date Due	Date Submitted
Board Agenda June (5 Business Days Before Meeting)	6/12	
Measures of Academic Progress (MAP/NWEA)	6/6	
2025-2026 Board Meeting Calendar	6/13	
Registry of Educational Personnel (RER) Confirmation	6/20	
Budget-Amendment (or final Budget) for 2024-2025	6/20	
School Infrastructure Database (SID)	6/20	
Emergency Drill Log	6/20	5/20
Playground Inspection Log	6/20	
Satisfaction Survey Results	6/20	
Health Department or Food Service Permit	6/20	
Budget-Approved for 2025-2026	6/27	
Confirmation of submission of MEIS/MSDS End of Year DS4061	6/30	
Certificate of Insurance	6/30	
Proposed Board Minutes & Attachments – June (8 Business Days After Approved)	7/1	
Approved Board Minutes & Attachments – May (5 Business Days After Approved)	6/26	
Budget Hearing Posting for Actual Budget (5 Business Days Before Meeting)	6/12	
Budget Hearing Agenda for 2025-2026 Budget (5 Business Days Before Meeting)	6/12	
Budget Hearing Minutes for 2025-2026 Budget (5 Business Days After Approved)	6/26	

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	\$40,528.10	\$40,528.10	Deposited
Title IA	\$	\$	
Title IIA	\$	\$	
IDEA	\$	\$	
ACT 18	\$9,741.00	\$9,741.00	Deposited
Misc – student pd caps/gowns	\$1,573.00	\$1,573.00	Deposited

General Fund Purchase Order Expenditures

General Fund Purchases	\$ 128,931.00
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$396,366.61	\$8,908.00

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$392,691.71

Insurance

Name	Date Paid
Health Insurance	5/28/2025
General Liability / Bus Insurance	5/20/2025
Workman's Compensation	5/23/2025

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.
- Parts have come in. Next year's headsets and extra Chromebooks
- Updated all ubiquity equipment.
- Wireless has been updated and everything is working as it should
- Went to MPAAA conference. Some things we need to think about.
- SB 66 (PA 57 of 2023)
 - Districts must disseminate to all students in grades 6-12: 1) MDE Sexual Harassment & Sexual Assault Information Guide
 - District Title IX coordinator contact info (name, email, phone, address)
 - District policies on sexual assault, sexual harassment. Information must be accessible to students & parents/guardians, be included in student handbooks & similar publications, and be available on the district website.
 - PD on sexual assault & sexual harassment response encouraged (but not required) at least every five years for all educators and school personnel who have contact with students.
- See MDE Memo #2024 - 052 Sexual Harassment and Sexual Assault Information for Students for more info.
- PA 36-37 of 2024 (HB 5527-28)
 - Expands MI's existing cardiac emergency response law
 - Requires additional
 - Training for cardiac response team members
 - AEDs in your building (reachable AED w/in 3 min)
 - Cardiac response drills (just the members of the cardiac response team)

- We will need to begin creating a MI-BTAM (Behavior Threat Assessment Management Team)
 - Materials have been given to Mohanna.
- E. ESL Coordinator/Teacher Report**
- **Newcomer Program-** Our newcomer students who enrolled as of 4/15/25 have participated and completed new round of the Newcomer Program on 4/23/25.
 - **Testing-** Students began NWEA testing May 5th and are currently still testing, ESL teachers are supporting in the classroom during testing if needed.
 - **Small Group Services-** ESL small groups were changed and rearranged after spring break. The ESL team has continued on with services filtering in all the newcomer students after they completed the Newcomer Program.
- F. Behavior Assistant/Parent Liaison Report**
- Behavior**
- Intervention sessions continued every morning with students who need support to reach better behavioral performance. Meetings with parents who were asked to come to the building regarding their children's behaviors.
 - 3 MDR meetings were held for students with IEP.
 - One restorative circle meeting was held with students, Special Ed. Team, teacher and parents/representatives to restore students engaged in behavioral incident.
 - One BIP Plan was started for a student with IEP.
- Attendance**
- Families have been communicated to enhance regular attendance, especially for students with more repetitive or chronic absence.
 - The average attendance in the last two weeks was 86.014 %
- The Newcomers Program**
- No newcomer families/ no new enrollments.
- 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**
- None

VIII. Public Comments

- A. None

IX. Board Comments

- A. None

X. Scheduled New Business

- A. Summer School
 - a. Tabled until next Board Meeting.
- B. Reappointment of Board Member
 - a. Waiting to hear back from BMCC
- C. 2025-2026 State Aid Note
 - a. A motion was made by Dr. Khalil Samaha that the Issuance of Note in Anticipation of State School Aid be adopted as presented and second by Richard DeBacker. The motion passes unanimously.
- D. 2025-2026 Board Calendar
 - a. A motion was made by Richard DeBacker that the 2025-2026 Board Meeting Calendar be adopted as presented and second by Charlotte Henderson. The motion passes unanimously.
- E. Power School Behavior Management System
 - a. Tabled until next Board Meeting.
- F. Building and Cameras
 - a. Board has approved the purchase of an updating to the cameras in the building.
- G. Building Maintenance
 - a. ESP will get bids for classroom carpeting and present to the board.
- H. Water Treatment Plan
 - a. Policy has been developed and sent to BMCC.
 - b. Updates to the current equipment will take place.

XI. Extended Comments

- A. Public

- a. None
- B. Board Members

a. None

XII. Confirmation of Next Meeting

A. June 19, 2025

XIII. Adjournment

Charlotte Henderson made a motion to adjourn Richard DeBacker second. Meeting adjourned at 6:51 p.m.

Minutes respectfully submitted,

Angela T. Luck
Recording Secretary

6/19/2025
Date

Approved by the Board of Directors at its June 19, 2025 meeting.

[Signature]
Board Secretary

6/19/2025
Date