

APPROVED
Date 10/23/2025

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
Charlotte Henderson-Treasurer

Excused Absence:

Hana Shalabi-Secretary

Also Present:

Terry Farha - UMC
Angie Luck – UMC
Mohana Mukherjee Das – MA
Michael Bonds – MA
Sultan Farha – MA
Tami Phelps - MA
Brittany Cook – BMCC

III. Approval of Agenda

A motion was made by Richard DeBacker and second by Charlotte Henderson that the agenda for the September 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 August 18, 2025 Regular Board Meeting second by Richard DeBacker The motion passed unanimously.

V. Correspondence

A. None

VI. Reporting

A. Principal's Report

Staffing / Vacancies

- No vacancies currently.
- 5 uncertified teachers:
- 4 on daily permit until passing MTTC.
- 1 on full year permit.

Leadership Updates

- **Michael Bonds** hired as Assistant Principal (split time with teaching HS Social Studies).
- **Restructuring:**
 - *Mohana* oversees academics, data, testing.
 - *Mr. Bonds* oversees Behavior, Special Education, Culture & Climate, PE & Foreign Language.
- Hired a **certified Special Education Director** to run the department and support Behavior Specialist.

Enrollment (as of 4th day of school, 288 present)

- K-5: 160
- 6-8: 89
- 9-12: 71 (15 seniors)

Celebrations

- Currently have **13 paras.**
- Math PD by SIS – 3 days.
- ELA PD – 1 day.
- Assistant Principal hired.
- Dual enrollment process in place for interested students.

- Restructuring is a positive step.
- Arabic teacher on a cart → regained classroom space for Social Worker & Special Education office.
- High School: 4 rooms (one subject per room – Math, ELA, Science, SS).

Challenges / Barriers

- Some teachers on 90-day permit.
- Sustainability:
 - Eligible for RAG but not 21h.
 - 2 positions currently paid by 21h – what happens when partnership ends?
 - Board will find a way to sustain successful programs and positions.
 - 31a may cover some overlap.

End Target Outcomes

- Next meeting: review progress toward end target benchmarks.
- MICIP updates due **Sept. 30th**.

WISD Updates – Heather

- MICIP RoadShow at YCS.
- Behavior Series: 8 sessions with Dr. Dawn Stewart & Danielle Dros.
- MiSTEM Director to be named soon (updates to follow).

MDE Updates – Benion

Fall 2025 School Accountability Workshops

The MDE OEAA Accountability Team is holding **FREE, in-person and virtual interactive sessions** on Michigan’s federally approved school accountability system (School Index).

- **East Side Workshop** (Wayne RESA) – Sept. 10, 2025, 8:30 AM–12:15 PM.
- **Mid-Michigan Workshop** (Saginaw ISD) – Sept. 15, 2025, 8:30 AM–12:15 PM.
- **West Side Workshop** (Kent ISD @ Grand Rapids CC) – Sept. 18, 2025, 8:30 AM–12:15 PM.
- **Virtual Workshop** (MS Teams) – Sept. 25, 2025, 8:30 AM–12:15 PM.

Grants & Literacy Updates

- Literacy Unit Updates – Aug. 2025 (attached): Sections 35m, 35n, 35j, 35a.
- **National Board First-Time Candidate** – Aug. 18–Sept. 29, 2025.
- **NSLP Equipment Assistance Grant** – Aug. 4–Sept. 4, 2025.
- **Michigan 10 Cents a Meal (Section 31j)** – June 3–Sept. 17, 2025.
- **MDE Language Access for All (Act 2025–065)** – requires all state agencies, including MDE, to provide access for families with limited English proficiency.
- **Deadline:** Sept. 10, 2025.
- Must be submitted to ISD auditors with detailed explanation and documentation.

Partnership Agreement Summary Report

- Refer to Appendix E of the Comprehensive Guide (Memo: May 1, 2025).
- **Sept. 30, 2025** – District must submit MICIP evidence for local academic end target outcomes.
- **Oct. 1, 2025** – District + ISD/RESA receive DRAFT AOE submission/evaluation timeline.
- **Summary Report Meeting** – December PA meeting or January 2026.

Teachers

- NWEA Fall Testing for Grades KG to Grade 12: September 8th, 2025 to October 3rd, 2025.
- ESL - WIDA Screener for Grades KG to Grade 12 in progress.
- ESL - Newcomer Introduction and Orientation Program for Grades KG to Grade 12: September 15th, 2025.
- ESL – Servicing Students KG to Grade 12: September 15, 2025.

Students and Programs

- Total enrollment: 316 (as of 9/15/2025).
- Goodies with Grandparents: September 23rd, 2025.

Parents

- Open House: September 9th, 2025.
- 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.

September 2025	Date Due	Date Submitted
Board Agenda – September (5 Business Days Before Meeting)	9/11	9/10
NWEA or Scantron Fall Testing Schedule	9/12	9/8
EEM Authorization-Special Education Contact	9/12	8/13
Emergency Drills Day Schedule	9/19	9/10

NexSys Right to Prayer Certification	9/19	8/31
NexSys Constitution Day Certification	9/19	8/31
SE 4096 Special Education Actual Cost Report	9/30	
Playground Safety Training for Staff-Rules, Agenda, Attendance	9/30	
Teacher and Administrator Evaluation and Employee Certification Warranty	9/30	
Anti-Bullying/Cyber-Bullying Policy	9/30	8/31
Testing Login Information	9/30	9/1
Expense Reimbursement Policy	9/30	8/31
Transparency Requirements on website/Mitten-Certificate of Completion	9/30	
Proposed Board Minutes & Attachments Sept. (8 Business Days After Approved)	9/30	
Board Minutes & Attachments Aug. (5 Business Days After Approved)	9/25	
October 2025	Date Due	Date Submitted
Board Agenda – October (5 Business Days Before Meeting)	10/16	
Bloodborne Pathogens Training- Agenda and Proof of Attendance or Learn Port Documentation	10/6	
Pest Control Compliance	10/6	9/10
DS-4898 Preliminary Pupil Membership Count (during first three years of existence and when adding a grade)	10/6	
Annual Nonprofit Corporation Update	10/6	
Strand B Determination Report for 2025-2026	10/10	
First Quarter Financial Statement	10/10	
Proposed Board Minutes & Attachments – Oct. (8 Business Days After Approved)	11/4	
Approved Board Minutes & Attachments – Sept. (5 Business Days After Approved)	10/30	

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	\$	\$	
Title IA	\$	\$	
Title IIA	\$	\$	
Title III LE	\$	\$	
Title III IMM	\$	\$	
Title IV	\$	\$	
Stronger Connections Grant	\$65,269.81	\$65,269.81	Deposited

General Fund Purchase Order Expenditures

General Fund Purchases	\$ 112,014.00
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$ 980,085.00	\$17,245.00

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$ None

Insurance

Name	Date Paid
Health Insurance	9/26/2025
General Liability / Bus Insurance	9/20/2025
Workman's Compensation	9/23/2025

Financial Audits

Name of Audit	Date Occurring
End of Year	currently

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. Repairing computer.
- b. Issuing Chromebooks to students.

E. **Assistant Principal Report**

Special Education

- Met with the new Special Education teacher to discuss plans for the school year.

Behavior Assistant / Parent Liaison

- Discussed professional development plans with Mr. Ramadan
- Participated together in the EWIMS meeting last Friday.

Social Worker

- Discussed action plans for supporting students' social-emotional learning.
- Reviewed strategies for communication with teachers.
- Scheduled observational times for the social worker's caseload.

Physical Education

- Observed the Physical Education teacher to identify areas for improvement in instructional practices.

Language Program

- Observed Arabic teacher practices across various grade levels.

F. **Director of Operations Report**

Transportation

- We've worked hard to streamline all bus routes and have successfully reduced route times to the most efficient schedules possible, while still maintaining **door-to-door pickup and drop-off** service for students. This balance ensures student safety and convenience without sacrificing timeliness.
- Additionally, I am in the process of **securing quotes for bus camera systems** to enhance student safety and accountability on all routes. This is a top priority, and we are committed to finding the best solution.
- To improve communication and reduce reliance on personal cell phones, we will also be **implementing two-way radios between** the school and bus drivers. This will allow for quicker, more secure communication and help minimize disruptions during the school day.

Breakfast/Lunch Program

- School breakfast and lunch have been running smoothly so far this year. Meals have been served **on time** each day, with **no shortages** reported. All students have been able to receive and eat their lunch in a **timely and organized manner**, helping ensure a positive and efficient mealtime experience.

Maintenance

There have been no major issues with maintenance.

Building Safety

- There are no major building safety issues. Working on redoing the resealing of the parking lot.

Purchasing

- There have been no purchases on my end.

VIII. Public Comments

- A. None

IX. Board Comments

- A. None

X. Scheduled New Business

A. **Internal Controls**

- a. All staff members have reviewed and received a copy of the Internal Control Policy.

B. **Teacher/Administrator Evaluation and Employee Certification Warranty**

- a. A motion was made by Richard DeBacker that the Teacher/Administrator Evaluation and Employee Certification Warranty be adopted as presented and second by Charolette Henderson. The motion passes unanimously

C. **State Requirement – Sustainability**

- a. The Board of Directors assures that all positions will be sustained currently and in the future.

D. **Enrollment**

- a. Currently at 316.

E. Playground

a. Any improvements are on hold pending funding.

F. Reauthorization

a. A motion was made by Charlotte Henderson that the Request for Reauthorization be adopted as presented and second by Richard DeBacker. The motion passes unanimously.

G. Early Dismissal for Seniors

a. A motion was made by Richard DeBacker that the Early Dismissal for Seniors be adopted as presented and second by Charlotte Henderson. The motion passes unanimously.

H. Building Capacity

a. A motion was made by Richard DeBacker that the Building Capacity and 12th grade be adopted as presented and second by Charolette Henderson. The motion passes unanimously.

I. Book Purchasing

a. Installments payments will be made pending availability of funds.

XI. Extended Comments

A. Public

a. None

G. Board Members

a. None

XII. Confirmation of Next Meeting

A. October 23, 2025

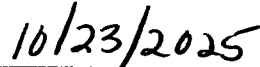
XIII. Adjournment

Richard DeBacker made a motion to adjourn Charolette Henderson second. Meeting adjourned at 6:48 p.m.

Minutes respectfully submitted,



Recording Secretary

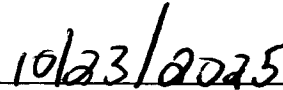


Date

Approved by the Board of Directors at its October 23, 2025 meeting.



Board Secretary



Date