

APPROVED
Date 10/17/19

Multicultural Academy Board of Directors
Regular Meeting Minutes
Date: September 19, 2019
Time: 6:00 pm

I. Meeting Called to Order

The meeting was called to order at 6:02 pm at 5550 Platt Road, Ann Arbor.

II. Roll Call

Present:

Dr. Samaha-President
Dr. Robert McTyre – Vice President
Richard DeBacker – Secretary
Peggy Hafiani

Excused Absence:

Also Present:

Angie Luck – UMC
Terry Farha – UMC
Mohana Mukherjee-MA
Liana Grey – GSRP
Brittany Cook – BMCC
Brandy Pavlik – Croskey-Lanni

III. Approval of Agenda

A motion was made by Richard DeBacker and second by Robert McTyre that the agenda for the September regular board meeting be approved. The motion passed unanimously.

IV. Approval of Minutes

A motion was made by Robert McTyre that the minutes be approved for the August Regular Board Meeting and second by Richard DeBacker. The motion passed unanimously.

V. Correspondence

A. None

VI. Reporting

A. Principal's Report

- Staff

- K-1 blended classroom with one certified teacher and one paraprofessional.
- Need to submit Lesson Plans every Monday by 8 am.
- Individual staff responsible for small group discipline.
- Teachers need to put in 3 grades per week in Power School.
- Teachers attend Professional Development on Fridays. October 4 – Training on Smart Board.

- Students

- NWEA : Start Date - 17 September / End Date – 1st Oct
- PBIS and structured drills with school rules and procedures.

- Parents

- September 13 – Curriculum Day / Open from 2 – 5 pm
- September 17 – Goodies with Grandparents – 8:30 am – 9:30 am
- Forms of Communication - School Messenger, Letters in English and Arabic, Word of Mouth
- Parent Portal on the website. Individual log-ins were given to all parents at Curriculum Night.

B. Administrative Report – UMC
Epicenter

All documents have been submitted as required.

September 2019		
	Due Date	Date Submitted
Board Agenda – September (5 Business Days Before Meeting)	9/12	9/12
2019-2020 NWEA or Scantron School Testing Schedule – Fall	9/6	8/29
Emergency Drill Day Schedule	9/20	8/22
MEGS Right to Prayer Certification	9/20	8/22
MEGS Constitution Day Certification	9/20	8/22
SE 4096 Special Education Actual Cost Report	9/27	
Playground Safety Training for Staff – Rules, Agenda, Attendance	9/27	9/5
Teacher and Administrator Evaluation and Employee Certification Warranty	9/27	
Technology Protection Measures and Internet Safety Policy	9/27	8/22
Anti-Bullying/Cyber-Bullying Policy	9/27	8/22
Testing Login Information	9/27	8/29
Expense Reimbursement Policies	9/27	8/22
Transparency Requirements on website/Mitten-Certificate of Completion	9/27	
Proposed Board Minutes & Attachments-Sept. (8 Business Days After Approved)	10/1	
Approved Board Minutes & Attachments-Aug. (5 Business Days After Approved)	9/26	
October 2019		
	Due Date	Date Submitted
Board Agenda – October (5 Business Days Before Meeting)	10/10	
Blood Borne Pathogens Training – Agenda and Proof of Attendance or LearnPort Doc	10/4	
Pest Control Compliance	10/4	9/5
DS – 4898 Preliminary Pupil Membership Count (during first three years of existence and when adding a grade)	10/4	NA
Annual Nonprofit Corporation Update	10/4	
SE 4094 Transportation Expenditure Report (if required)	10/11	
CIMS Determination Report for 2019-2020	10/11	
First Quarter Financial Statement	10/31	
Proposed Board Minutes & Attachments – Oct. (8 Business Days After Approved)	10/29	
Approved Board Minutes & Attachments – Sept. (5 Business Days After Approved)	10/24	

Purchase Orders

Meetings took place with Crosky & Lanni to review all purchase orders and payroll along with updates for GSRP reporting.

HR/MA Personnel Changes

Still searching for a first second grade teacher.

Grants Expenditure

Grant Name	Expenditures	Revenue	Current/Pending
GSRP	\$4,345.25	\$4,345.25	Deposited
MDE Breakfast / Lunch	\$	\$	
Title IA	\$8,674.39	\$8,674.39	Pending
Title IIA	\$	\$	
Title IIIIE	\$3,706.26	\$3,709.26	Pending
Title III IMM	\$	\$	
Title IV	\$	\$	
CAFCP	\$	\$	
IDEA	\$	\$	
MISC Reim.	\$	\$	

General Fund Purchase Order Expenditures

General Fund Purchases	\$ 32,080.75
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$51,446.00	\$40,701.00

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
\$23,616.63	\$388,383.65

Insurance

Name	Date Paid
Health Insurance	9/1/2019
Life Insurance	9/1/2019
General Liability / Bus Insurance	9/13/2019
Workman's Compensation	Paid in Full

Financial Audits

Name of Audit	Date Occurring
NA	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. GSRP Report

- Program/Parents Relations
 - Enrollment is ongoing; 9 families are officially enrolled, 4 are almost fully enrolled, and 3 expressed interest in enrolling.
- Staffing
 - Key teaching staff hired:
 - Lead Teacher - Kathryn Gregg
 - Assistant Teacher - Olivia Sciore
 - Floater – Anaya Farha
 - Per GSRP regulations, director can only work 8 hrs/ week (effective when school begins September 23rd.)
- New Contract/Budget
 - 2019-2020 budget draft completed.
 - Budget will be for 16 students.
 - Waiting for state to announce funding for the 2019-2020 school year before budget can be submitted to WISD for approval.
- Calendar
 - 2019-2020 calendar approved by WISD.
 - Start date September 23rd. End date June 11th.

E. Technology

- Hard drives have been purchased.
- Training for the Smart Boards will be October 4, 2019.

VII. CAO Report

- A. Visiting school often this year.
- B. The electrician is working actively in the gym to repair the light fixtures.

VIII. Public Comments

- A. None

IX. Board Comments

- A. None

X. Scheduled New Business

- A. Teacher/Administrator Evaluation and Employee Certification Warranty
 - a. A motion was made by Robert McTyre and second by Peggy Hafiani that the Teacher/Administrator Evaluation and Employee Certification Warranty be approved. The motion passed unanimously.
- B. Reauthorization Follow-up
 - a. A letter was written and sent in response to the follow-up questions from Bay Mills Community College.
- C. Website
 - a. Board members have reviewed the updated website.
 - i. Would like to see a change in the tab headings.
 - ii. Elementary needs to be changed to K-5 instead of K-6.
 - iii. A big improvement and easy to read and follow.
- D. Emergency Operation Plan
 - a. A motion was made by Richard DeBacker that the Emergency Operations Plan be adopted as presented and second by Peggy Hafiani. The motion passes unanimously.

E. Counsel Memorandum

- a. Dr. Samaha received a letter from counsel, George Butler. It was shared with the board, as well as sharing information from the meeting between Dickinson -Wight, UMC and Dr. Samaha. The board recommended sending an answer to counsel and to copy the authorizer.

XI. Extended Comments

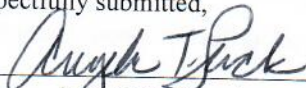
- A. Public
 - a. None
- B. Board Members
 - a. None

XII. Confirmation of Next Meeting

- A. October 17, 2019

XIII. Adjournment

Richard DeBacker made a motion to adjourn Robert McTyre second. Meeting adjourned at 6:54 p.m. Minutes respectfully submitted,



Recording Secretary



Date

Approved by the Board of Directors at its October 17, 2019 meeting.



Board Secretary



Date