

Multicultural Academy Board of Directors  
Regular Meeting Minutes  
Date: October 17, 2019  
Time: 6:00 pm

**I. Meeting Called to Order**

The meeting was called to order at 6:01 pm at 5550 Platt Road, Ann Arbor.

**II. Roll Call**

Present:

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

Excused Absence:

Also Present:

Angie Luck – UMC  
Yaser Farha – UMC  
Mohana Mukherjee-MA  
Brittany Cook – BMCC

**III. Approval of Agenda**

A motion was made by Robert McTyre and second by Richard DeBacker that the agenda for the October 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 September Regular Board Meeting and second by Robert McTyre. The motion passed unanimously.

**V. Correspondence**

A. None

**VI. Reporting**

A. Principal's Report

- Staff
  - Data talk done with all grades as per schedule.
  - Tiers formed and interventions mapped out to be implemented.
  - Progress Report day: October 14.
  - Leadership Conference: October 7, October 8 at Bay Mills community college.
- Students
  - NWEA: End Date – Oct 1.
  - Count Day - Oct 2.
  - Attached: Fall 2019 scores with analysis.
  - Intensified skill based interventions to maximize growth.
  - Picture Day: October 7.
  - Math Curriculum Night: October 25 (upcoming).
- Parents
  - Ongoing conferences with parents for collaborative student growth.
  - Encouraging parent involvement through volunteer hours.
  - First newsletter posted on website about monthly academic goals and events.

B. Administrative Report – UMC

Epicenter

All documents have been submitted as required.

October 2019	Due Date	Date Submitted
Board Agenda – October ( 5 Business Days Before Meeting)	10/10	10/2
Blood Borne Pathogens Training – Agenda and Proof of Attendance or LearnPort Doc	10/4	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	10/4
SE 4094 Transportation Expenditure Report (if required)	10/11	9/28
CIMS Determination Report for 2019-2020	10/11	10/2
First Quarter Financial Statement	10/31	10/17
Proposed Board Minutes & Attachments – Oct. (8 Business Days After Approved)	10/29	
Approved Board Minutes & Attachments – Sept. (5 Business Days After Approved)	10/24	
November 2019	Due Date	Date Submitted
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 CEPI and BMCC ( or as scheduled by MDE)	11/15	
MEIS/MSDS (SRSD) FTE-DS4061, including MI-CIS for Special Education (Fall)	11/22	
Audited Financial Statements 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 Crosky & Lanni to review all purchase orders and payroll along with updates for GSRP reporting.

**HR/MA Personnel Changes**

Continue to search for a first and second grade teacher.

**Other**

- UMC hired a plumber to repair the broken pipe in the restrooms.
- UMC hired an electrician to check why the outside parking lot lights are not coming on.
- Went to the BMCC Fall Conference with Mohana Mukherjee.
- Lights in the gym have been replaced with LED lights.
- Croskey-Lanni cannot attend the meeting today due to their server being down and in the process of doing auditing for the Academy.
- The Consolidated Application has been approved and funds became available 10/17/2019.
  - Are not able to draw funds for this school year.
- Section 41 – Bilingual / ESL funds have been approved. (\$49,608) and carry-over funds (\$9,688.75) total funds available for this year are \$59,296.75. UMC will meet with the principal of 10/21/2019 to work on the budget detail and answer questions for the November 1<sup>st</sup> MDE deadline.

**Grants Expenditure**

Grant Name	Expenditures	Revenue	Current/Pending
GSRP	\$4,007.10 and \$6,034.47	\$4,007.10 and 6,034.47	Pending
MDE Breakfast /Lunch	\$11,700.90	\$11,700.90	Deposited
Title IA	\$	\$	
Title IIA	\$	\$	
Title IIIIE	\$	\$	
Title III IMM	\$	\$	
Title IV	\$	\$	
CAFCP	\$	\$	

IDEA	\$	\$	
MISC-Reimbursements	\$	\$	

**General Fund Purchase Order Expenditures**

General Fund Purchases	\$ 78,465.00
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**Dated Bank Statements on Cash Flow / Payroll Escrow**

Cash Flow	Payroll Escrow
\$1,521.01	\$11,000.00

**Payable / Receivable Accounts**

Pending Amounts Account Payable	Pending Amounts Account Receivable
\$97,905.16	\$100,041.57

**Insurance**

Name	Date Paid
Health Insurance	10/14/2019
Life Insurance	10/1/2019
General Liability / Bus Insurance	10/18/2019
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 and 1<sup>st</sup> Quarter Financial Report was provided to the board for review. The board accepted the Financial Report and 1<sup>st</sup> Quarter Financial Report as is.

D. IT Report

- TV installed in the front office – is being hooked up to the camera system.
- Need to install a new router on the MS side.
- Internet has been weak.

E. GSRP Report

- Program/Parents Relations
  - Enrollment is ongoing. 6 families are currently enrolled, 2 families are interested/ in the process of enrolling, 2 or 3 over-income families will begin in November pending WISD approval, and WISD is asking 3 families on the Ann Arbor Public School waitlist if they would like to enroll at Multicultural Academy.
  - A family transferred to another school because they needed school bus transportation. Due to licensing regulations that require 1:12 ratio of adults to students on a bus with preschoolers and a bus ride length of no more than 1 hour, school bus transportation is not currently feasible for preschoolers at Multicultural Academy; however lack of transportation has been a barrier to enrollment this year.
- Staffing
  - Lead teacher Kathryn Gregg will take over director responsibilities when GSRP Director Liana Grey goes on maternity leave. Expected start date for maternity leave is TBD.
- New Contract/Budget
  - State budget approved; WISD will announce allocation amount soon.
  - 2019-2020 budget draft submitted to WISD for review.

**VII. CAO Report**

- A. None

**VIII. Public Comments**

- A. None

**IX. Board Comments**

- A. None

**X. Scheduled New Business**

- A. BMCC Annual Report
  - a. The Annual Report was presented and discussed.
- B. Follow-up on Counsel Memorandum
  - a. A letter was composed and sent to the academy's lawyer, George Butler, along with the Board Members, and BMCC in response to a letter sent from George Butler.
- C. Budget Review
  - a. Would like to meet with Croskey-Lanni to review and possibly amend the current budget.
- D. Board Reorganization
  - a. Starting November 1, 2019 Dr. Samaha (President) and Dr. McTyre (Vice-President) will switch positions. Dr. Samaha will remain as the CAO. A motion was made by Khalil Samaha that Dr. Samaha and Dr. McTyre will switch positions and second by Richard DeBacker. The motion passes unanimously.
- E. Letter from BMCC regarding reauthorization
  - a. BMCC has sent a letter requesting answers to the follow-up letter regarding reauthorization. The committee will meet to address the questions and compose a letter that will be sent to BMCC by October 31, 2019.
- F. Fairness First Resolution
  - a. A motion was made by Robert McTyre that the Fairness First: A Resolution to Oppose the Governor's Budget Cut of \$240 Per Charter Public School Student be adopted as presented and second by Richard DeBacker. The motion passes unanimously
  - b. The Press Release regarding Fairness First will be adopted by the board.

**XI. Extended Comments**

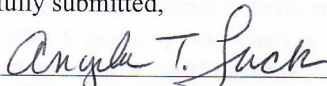
- A. Public
  - a. None
- B. Board Members
  - a. None

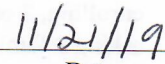
**XII. Confirmation of Next Meeting**

- A. November 21, 2019


**XIII. Adjournment**

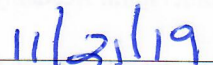
Richard DeBacker made a motion to adjourn Peggy Hafiani second. Meeting adjourned at 6:53 p.m.  
Minutes respectfully submitted,

  
\_\_\_\_\_  
Recording Secretary

  
\_\_\_\_\_  
Date

Approved by the Board of Directors at its November 21, 2019 meeting.

  
\_\_\_\_\_  
Board Secretary

  
\_\_\_\_\_  
Date