

Approved: 6/18/20

Multicultural Academy Board of Directors

Regular Meeting Minutes

Date: May 21, 2020

Time: 6:00 pm

In response to the Coronavirus Disease 2019 (COVID-19) pandemic, Governor Gretchen Whitmer issued Executive Order 2020-15 which temporarily suspends physical presence requirements for meetings of public bodies and authorizes boards of directors and other local government agencies to hold public meetings by teleconference or video conference.

I. Meeting Called to Order

The meeting was called to order at 6:00 pm via teleconference.

II. Roll Call

Present:

Dr. Robert McTyre – President

Dr. Samaha – Vice President

Richard DeBacker – Secretary

Peggy Hafiani – Treasurer

Excused Absence:

Also Present:

Angie Luck – UMC

Terry Farha - UMC

Brittany Cook – BMCC

Mohana Mukherjee – MA

Brandy Pavlik – Croskey-Lanni

Hana Shalabi - Visitor

III. Approval of Agenda

A motion was made by Peggy Hafiani 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 16, 2020 Regular Board Meeting and second by Peggy Hafiani. The motion passed unanimously.

V. Correspondence

A. None

VI. Reporting

A. Principal's Report

COVID 19 Learning phase update:

Students

- Online learning is at full-fledged and you are more than welcome to review our work with the students at:
 - Seesaw (Elementary)
 - Pearson Realize (Math and ELA for Middle School)
 - Educreations (Social Studies and Science for Middle School)
- Zoom meetings are held for every class, every subject **once/ twice a week.**
- Progress monitoring of every student: Continuous
- Graduation planning: Grade 8, Grade 5, Grade KG (Virtual / Drive through) June 12, 2020.

Teachers

- Formal evaluation in process
- All teachers and paras to be evaluated following pre-set standards and protocols.
- Weekly zoom meetings to review learning plans and collaborate
- Lots of peer coaching and classroom visitation.

Enrollment Status:

Re-enrollment:

- Link posted on website.

- Our teachers have started communicating with parents to assist in re-enrollment if needed. Our bi-lingual staff is coordinating with non- English families to assist, if needed.

Open Enrollment:

- Advertisement posted on MLive
- New Enrollment form available on school website: <http://macademyk8.com/enroll/>
- Hard copies to be mailed out upon request.

Parents

- Continuous communication in process: Phone calls / emails/ texts/ robocalls
- Lesson plans are available on website every week
- Encouraged to join in real –time virtual zoom meetings

B. Administrative Report – UMC

Epicenter

C. All documents have been submitted as required.

| May | Due Date | Date Submitted |
|--|----------|----------------|
| Board Agenda – May (5 Business Days Before Meeting) | 5/14 | 5/12 |
| Enrollment Lottery Description and Results, if conducted | 5/29 | |
| Board Member Application Documents for July Appointment(s) | 5/29 | NA |
| Board Member Nomination for July Appointment(s) | 5/29 | NA |
| Proposed Board Minutes & Attachments-May (8 Business Days After Approval) | 6/2 | |
| Approved Board Minutes & Attachments-April (5 Business Days After Approval) | 5/28 | |
| June | Due Date | Date Submitted |
| Board Agenda – June (5 Business Days Before Meeting) | 6/12 | |
| Measures of Academic Progress (MAP/NWEA) * | 6/12 | |
| Registry of Educational Personnel (REP) Confirmation | 6/26 | |
| Budget-Approved for 2020-2021 | 6/26 | |
| Budget-Amendment (or final Budget) for 2019-2020 | 6/26 | |
| School Infrastructure Database (SID) | 6/26 | |
| Emergency Drill Log | 6/26 | |
| Playground Inspection Log | 6/26 | |
| Confirmation of submission of MEIS/MSDS End of Year – DS4061 | 6/26 | |
| Satisfaction Survey Results | 6/26 | |
| Certificate of Insurance* | 6/26 | |
| 2020-2021 Board Meeting Calendar | 6/26 | |
| Health Department or Food Service Permit | 6/26 | |
| 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 2019-2020 Budget (5 Business Days Before Meeting) | 6/12 | |
| Budget Hearing Minutes for 2019-2020 Budget (5 Business Days After Approved) | 6/26 | |

Purchase Orders

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

Conferences

May 18, 2020 MDE Spring Workshop for Consolidated Application
 May 19, 3030 MDE State Continuing Credit Hours (SCECH) Coordinator Training
 May 20, 2020 Staying Connected Career Staff from EMU

Advertising

Re enrollment and Open Enrollment has been advertised on Facebook, MA Website, and Robo calls to parents.

Grants Expenditure

| Grant Name | Expenditures | Revenue | Current/Pending |
|------------------------------------|--------------|-------------|-----------------|
| GSRP | \$3,608.53 | \$3,608.53 | Deposited |
| MDE Breakfast / Lunch | \$ | \$ | |
| Title IA | \$7,761.19 | \$7,761.19 | Deposited |
| Title IIA | \$962.75 | \$962.75 | Deposited |
| Title III LE | \$ | \$ | |
| Title III IMM | \$ | \$ | |
| Title IV | \$ | \$ | |
| CAFCP | \$ | \$ | |
| IDEA | \$1,244.00 | \$1,244.00 | Pending |
| ACT 18 | \$10,385.00 | \$10,385.00 | Deposited |
| MKEO-KRA | \$66.12 | \$66.12 | Deposited |
| Wright Insurance Refund | \$1,077.78 | \$1,077.78 | Deposited |
| School Closure COVID -19 Nutrition | \$ | \$18,596.85 | Deposited |

General Fund Purchase Order Expenditures

| | |
|------------------------|--------------|
| General Fund Purchases | \$ 90,309.53 |
|------------------------|--------------|

Dated Bank Statements on Cash Flow / Payroll Escrow

| | |
|-------------|----------------|
| Cash Flow | Payroll Escrow |
| \$45,295.90 | \$15,000.00 |

Payable / Receivable Accounts

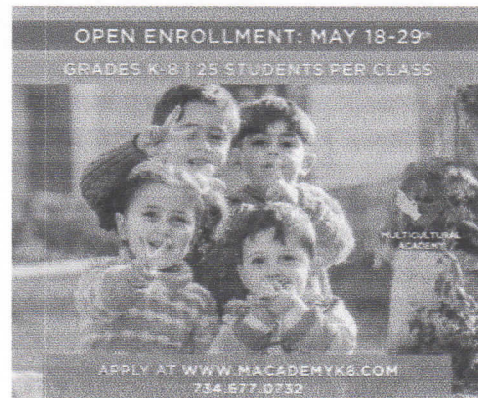
| | |
|---------------------------------|------------------------------------|
| Pending Amounts Account Payable | Pending Amounts Account Receivable |
| NA | \$87,000.00 |

Insurance

| Name | Date Paid |
|-----------------------------------|--------------|
| Health Insurance | 5/26/2020 |
| Life Insurance | 5/25/2020 |
| General Liability / Bus Insurance | 5/20/2020 |
| 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. IT Report

- A. None

E. GSRP Report

- Enrollment training completed
- Initiated parental communication with new families

VII. CAO Report

- A. Building Lease will be given to board members to review.
- B. Bus Lease with CH & H Leasing. Contract needs to be paid for the entire year. Payments will be made over the next 6 months. Will need to find a new leasing company or purchase busses. Waiting to hear from the MDE Treasury to see if they will help with transportation concerns.

VIII. Public Comments

- A. None

IX. Board Comments

- A. None

X. Scheduled New Business

A. UMC Contract

- a. A motion was made by Khalil Samaha second by Robert McTyre that the UMC Contract be adopted. The motion passed unanimously.

B. Board Membership Appointment - Oath of Office

- a. Hana Shalabi was given the Oath of Office by Dr. Robert McTyre. She was appointed as a Board Director.

C. Continuity of Learning Plan

- a. Bay Mills Community College approved the plan and sent it to the Michigan Department of Education.
- b. The Plan and approval letter are posted to the Multicultural Academy website.

XI. Extended Comments

A. Public

- a. None

B. Board Members

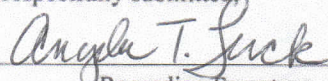
- a. None

XII. Confirmation of Next Meeting

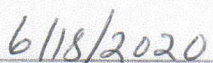
- A. June 18, 2020

XIII. Adjournment

Khalil Samaha made a motion to adjourn Richard DeBacker second. Meeting adjourned at 6:39 p.m. Minutes respectfully submitted.



Recording Secretary

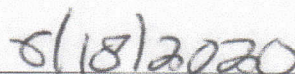


Date

Approved by the Board of Directors at its June 18, 2020 meeting.



Board Secretary



Date