

Approved: 8/20/2020

Multicultural Academy Board of Directors
Regular Meeting Minutes
Date: July 16, 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 video conference.

II. Roll Call

Present:

Dr. Robert McTyre – President
Dr. Khalil Samaha – Vice President
Richard DeBacker – Secretary
Peggy Hafiani – Treasurer
Hana Shalabi - Director

Excused Absence:

Also Present:

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

III. Approval of Agenda

A motion was made by Richard DeBacker and second by Hana Shalabi that the agenda for the July 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 June 18, 2020 Regular Board Meeting and the June 18, 2020 Budget Hearing Meeting second by Hana Shalabi. The motion passed unanimously.

Board Members Reappointment

Richard DeBacker was given the Oath of Office by Dr. Robert McTyre and reappointed for a 3-year term.

Peggy Hafiani was given the Oath of Office by Dr. Robert McTyre. and reappointed for a 3-year term.

Meeting adjourned at 6:12 pm

Meeting opened at 6:21 pm

V. Correspondence

- A. Email was sent from BMCC reaching out to ask a few questions about the academy for the intention to be used in their upcoming newsletter. Would like to know how the transition has taken place for the on-line courses and Summer School program that have taken place.

VI. Reporting

A. Principal's Report

Students

- Virtual Summer School on-going: July 6th – July 30th, 2020
 - Target areas: Skills in Math and ELA

Teachers

- All teachers working on year-end identified virtual professional developments
- Administrator compiled a whole school curriculum for all subjects.
- Administrator and all subject/class teachers zoom meet once a week to go over curriculum clarifications.
- Teachers working on curriculum pacing.
- Teachers join back: August 17, 2020
- Administrator attended School Re-opening zoom meeting by MAPSA on July 9, 2020

- Administrator working with core advisors on School Re-opening Plan, based on the results of surveys.

Parents

- School reopening survey posted on website. (Attaching Survey questions)
- Robocalls, emails, text send to parents for survey.

GSRP

- 4 students filled Interest Form
- 2 students submitted documents to proceed with enrollment

B. Administrative Report – UMC

Epicenter

All documents have been submitted as required.

July 2020		Due Date	Date Submitted
Board Agenda – July (5 Business Days Before Meeting)		7/9	7/8
Organizational Board Agenda (5 Business Days Before Meeting)		7/9	7/3
State Aid Note Program Requirements		7/17	
DS-4168 Report of Actual Days and Clock Hours of Pupil Instruction		7/17	7/6
Fourth Quarterly Financial Statements from 2019-2020		7/24	7/16
Lease Renewal Certification		7/24	7/14
Management Agreements – New, Amendments or Renewals		7/24	7/16
Cardiac Emergency Response Plan		7/24	7/6
Services (transportation, maintenance, food service ets) contracts		7/24	7/16
PSA Board Member Annual Conflict of Interest Disclosure		7/24	7/16
Matriculation Agreements		7/24	7/6
Board Member Roster		7/24	7/16
Health Department or Food Service Permit		7/31	
Budget Hearing Approved Minutes		7/23	7/16
Organizational Meeting Proposed Minutes & Attachments (8 Days After Approved)		7/27	7/17
Proposed Board Minutes & Attachments – July (8 Days After Approved)		7/28	7/17
Approved Board Minutes & Attachments – June (5 Business Days After Approved)		7/23	7/16
August 2020		Due Date	Date Submitted
Board Agenda – August (5 Business Days Before Meeting)			
2020-2021 Board Approved School Calendar/School Day Schedule (MC380.1284a)			
School Contact List			
Employee Handbook			
Proposed Board Minutes & Attachments – August (8 Business Days After Approved)			
Approved Board Minutes & Attachments – July (5 Business Days After Approved)			
Organizational Meeting Approved Minutes & Attachments (5 Business Days after Approved)		8/27	

Purchase Orders

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

Grants Expenditure

Grant Name	Expenditures	Revenue	Current/Pending
GSRP	\$2,907.65	\$2,907.65	Pending
MDE Breakfast / Lunch	\$12,101.99	\$12,101.99	Deposited
Title IA	\$12,899.64	\$12,899.64	Deposited
Title IIA	\$1,644.00	\$1,644.00	Deposited
Title IIIIE	\$1,253.04	\$1,253.04	Deposited
Title III IMM	\$	\$	
Title IV	\$	\$	
CAFCP	\$	\$	
IDEA	\$	\$	

General Fund Purchase Order Expenditures

General Fund Purchases	\$ 46,627.71
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$31,098.00	\$55,000.00

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$92,907.65

Insurance

Name	Date Paid
Health Insurance	7/26/2020
Life Insurance	7/25/2020
General Liability / Bus Insurance	7/20/2020
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.
- B. A copy of the 4th Quarter Financial Statement was provided to the board for review. The board accepted the 4th Quarter Financial Statement as is.

D. IT Report

- A. NA

VII. CAO Report

- A. None

VIII. Public Comments

- A. None

IX. Board Comments

- A. None

X. Scheduled New Business

- A. Board Member Conflict of Interest Disclosure
 - a. All Board Members have filled out and returned the Conflict of Interest Disclosure.
- B. 2020-2021 School Calendar
 - a. A motion was made by Richard DeBacker that the 2020-2021 Board Calendar be adopted as presented and second by Khalil Samaha. The motion passes unanimously.
- C. Executive Order 2020
 - a. Dr. Samaha and Mohana Mukherjee have been working with Bay Mills Community College to discuss and work on the Executive Order 2020. A Special Meeting will be held for the board to review and approve the plan. The Special Meeting will be held August 6, 2020 at 11:00 am
- D. ESP Contract
 - a. The ESP Contract was adjusted and approved by Bay Mills Community College.
- E. Building Lease
 - a. The Building Lease was adjusted and approved by Bay Mills Community College.
- F. State Aid Note
 - a. Phase 1 has been completed. Phase 2 will begin shortly.

XI. Extended Comments

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

XII. Confirmation of Next Meeting

- A. August 20,2020

XIII. Adjournment

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

Anayla T. Luck
Recording Secretary

8/20/2020
Date

Approved by the Board of Directors at its August 20, 2020 meeting.

Hans
Board Secretary

08/20/2020
Date