

Approved: Oct. 22, 2020

Multicultural Academy Board of Directors  
Regular Meeting Minutes  
Date: September 17, 2020  
Time: 6:00 pm

In response to the Coronavirus Disease 2019 (COVID-19) pandemic, Governor Gretchen Whitmer issued Executive Order 2020-154 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 6:01 pm via video conference.

**II. Roll Call**

Present:

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

Excused Absence:

Also Present:

Terry Farha – UMC  
Angie Luck – UMC  
Brittany Cook – BMCC  
Mohana Mukherjee- MA  
Brandy Pavlik-Crosky-Lanni  
Steve Scheel – Crosky-Lanni  
Tami Phelps - UMC

**III. Approval of Agenda**

A motion was made by Khalil Samaha 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 20, 2020 Regular Board Meeting second by Khalil Samaha. The motion passed unanimously.

**V. Correspondence**

A. None

**VI. Reporting**

A. Principal's Report

Students

- First day for students – September 8, 2020
- Mode of school – Remote/Virtual/Online
- One-on-one intervention by teachers is applicable
- K-3 Parent Technology Virtual Orientation Day – September 11, 2020
- 4-5 Parent Technology Virtual Orientation Day – September 14, 2020
- NWEA testing starts – September 15, 2020

Teachers

- Principal and Administrative Assistant conducted a whole school webinar on August 21, 2020
- Virtual Meet the Teacher as per scheduled
- Teachers deliver whole class and small group intervention
- School Main Office and teachers in continual contact with parents

Parents

- Whole school webinar and Virtual Meet the Teacher posted on website. <http://macademyk8.com>

- Parents picked up Chromebooks
- Multiple emails, phone calls, robocalls, and texts have been sent out to inform parents of updated information

**New Initiative**

- Dearborn location open for one-on-one support with English Language Learners
- Testing

**GSRP**

- 5 prospective students
- 4 new enrollments

**B. Administrative Report – UMC**

**Epicenter**

All documents have been submitted as required.

| <b>September 2020</b>   | <b>Due Date</b> | <b>Date Submitted</b> |
|---|-----------------|-----------------------|
| Board Agenda – September (5 Business Days Before Meeting)                         | 9/10            | 9/10                  |
| NWEA or Scantron Testing Schedule   | 9/7             | 9/1                   |
| Extended COVID Learning Plan  | 9/10            | 9/4                   |
| Educational Goals   | 9/15            | 9/7                   |
| Board Approved Extended COVID Learning Plan                                       | 9/24            | 9/17                  |
| MEGS Right to Prayer Certification  | 9/25            | 8/21                  |
| MEGS Constitution Day Certification   | 9/25            | 8/21                  |
| Emergency Drill Log   | 9/25            | 9/3                   |
| Transparency Requirement/Mitten/Mitten-Certificate of Completion                  | 9/30            |                       |
| SE 4096 Special Education Actual Cost Report                                      | 9/30            |                       |
| Testing Login Information   | 9/30            | 9/1                   |
| Playground Safety Training for Staff- Rules, Agenda, Attendance                   | 9/30            | 9/15                  |
| Teacher and Administrator Evaluation and Employee Certification Warranty          | 9/30            | 9/17                  |
| Technology Protection Measures and Internet Safety Policy                         | 9/30            | 8/31                  |
| Anti-Bullying/Cyber-Bullying Policy   | 9/30            | 9/1                   |
| Expense Reimbursement Policy  | 9/30            | 8/31                  |
| Proposed Board Minutes & Attachments – September (8 Business Days After Approved) | 9/29            | 9/19                  |
| Approved Board Minutes & Attachments – August (5 Business Days After Approved)    | 9/24            | 9/17                  |
| <b>October 2020</b>   | <b>Due Date</b> | <b>Date Submitted</b> |
| Board Agenda – October (5 Business Days Before Meeting)                           | 10/15           |                       |

|   |       |     |
|---|-------|-----|
| Blood Borne Pathogens Training-Agenda and Proof of Attendance or LearnPort Docs                           | 10/2  |     |
| Pest Control Compliance   | 10/2  | 9/2 |
| DS-4898 Preliminary Pupil Membership Count (during first three years of existence and when adding a grade | 10/2  | NA  |
| Annual Nonprofit Corporation Update   | 10/2  |     |
| SE 4094 Transportation Expenditure Report (if required)   | 10/9  |     |
| CIMS Determination Report for 2020-2021   | 10/9  |     |
| First Quarter Financial Statement   | 10/30 |     |
| Proposed Board Minutes & Attachments-Oct. (8 Business Days After Approved)                                | 11/3  |     |
| Approved Board Minutes & Attachments – Sept. (5 Business Days After Approved)                             | 10/29 |     |

**Purchase Orders**

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

**Grants Expenditure**

| <b>Grant Name</b>               | <b>Expenditures</b>   | <b>Revenue</b>        | <b>Current/Pending</b> |
|---------------------------------|-----------------------|-----------------------|------------------------|
| <b>GSRP</b>                     | \$4,269.40/\$2,907.64 | \$4,269.40/\$2,907.64 | Pending/Pending        |
| <b>MDE Breakfast / Lunch</b>    | \$                    | \$                    |                        |
| <b>Title IA</b>                 | \$4,829.71            | \$4,829.71            | Deposited              |
| <b>Title IIA</b>                | \$                    | \$                    |                        |
| <b>Title III LE</b>             | \$936.03              | \$936.03              | Deposited              |
| <b>Title III IMM</b>            | \$1,785.92            | \$1,785.92            | Deposited              |
| <b>Title IV</b>                 | \$                    | \$                    |                        |
| <b>IDEA</b>                     | \$                    | \$                    |                        |
| <b>MISC. Grant Writing Reim</b> | \$24,200.00           | \$24,200.00           | Deposited              |

**General Fund Purchase Order Expenditures**

|                               |              |
|-------------------------------|--------------|
| <b>General Fund Purchases</b> | \$ 50,454.84 |
|-------------------------------|--------------|

**Dated Bank Statements on Cash Flow / Payroll Escrow**

|                  |                       |
|------------------|-----------------------|
| <b>Cash Flow</b> | <b>Payroll Escrow</b> |
|------------------|-----------------------|

|              |             |
|--------------|-------------|
| \$423,000.00 | \$24,000.00 |
|--------------|-------------|

**Payable / Receivable Accounts**

| Pending Amounts Account Payable | Pending Amounts Account Receivable |
|---------------------------------|------------------------------------|
| NA                              | \$7,177.04                         |

**Insurance**

| Name                              | Date Paid    |
|-----------------------------------|--------------|
| Health Insurance                  | 9/26/2020    |
| Life Insurance                    | 9/25/2020    |
| General Liability / Bus Insurance | 9/20/2020    |
| 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**

- Removed classroom computers from rooms and GSRP room.
- Removed all hard drives from all devices that will be in recycling. Serial numbers for all items have been taken down.
- Cleaned the back-server room.
- Cleaned the technology room.
- Repaired several Chromebooks. We have a lot of broken screens and liquid damage to mother boards.
- Configured new Chromebooks and they were handed out. We have 3 left that are on hold for the new family coming in.
- Repaired teacher personal computers so that they can work with zoom. I have one Macbook to look at.
- Helped gather quotes for the ESSR grant.
- Antivirus has expired. Nod32 has been purchased and is in the process of being approved by the company. When this is done, all PCs may have to be hit so that they pull in the new account numbers. Unless I can convince them to leave the same account numbers and passwords.
- Still have to remove hard drives from these very old laptops. It's a work in progress
- I was asked by a parent about a way to filter the students while they were not on school grounds. I am currently getting prices for Watchdog that can be purchased with the grant and can be pushed to all machines through the Chrome environment.
- Made a call to Comcast. Internet feed is extremely slow, and they will be looking into it.

**VII. CAO Report**

- A. None

**VIII. Public Comments**

A. None

**IX. Board Comments**

A. None

**X. Scheduled New Business**

A. Board Policy Title IX

a. A motion was made by Khalil Samaha that the Board Policy Title IX be adopted as presented and second by Hana Shalabi. The motion passes unanimously.

B. Extended COVID 19 Learning Plan

a. A motion was made by Richard DeBacker that the Extended COVID 19 Learning Plan and the Amended Contract be adopted and presented and second by Hana Shalabi. The motion passes unanimously.

C. Educational Goals

a. Educational Goals were amended and resubmitted.

D. Teacher Administrator Evaluation and Employee Certification Warranty.

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

E. UMC Handbook

a. A motion was made by Robert McTyre that the UMC Handbook be adopted as presented and second by Khalil Samaha. The motion passes unanimously.

F. Recruiting Grant

a. The board is working with the MDE Treasury in regard to this grant.

G. Security Camera Payment

a. A payment was issued, and the academy will be reimbursed by the end of October.

**XI. Extended Comments**

A. Public

a. None

B. Board Members

a. None

**XII. Confirmation of Next Meeting**

A. October 22,2020

**XIII. Adjournment**

Robert McTyre made a motion to adjourn Khalil Samaha second. Meeting adjourned at 6:38 p.m. Minutes respectfully submitted,

Angela T. Jack  
Recording Secretary

10/26/2020  
Date

Approved by the Board of Directors at its October 22, 2020 meeting.

Hana Shalabi  
Board Secretary

10/26/2020  
Date