

Approved: Nov. 19, 2020

Multicultural Academy Board of Directors
Regular Meeting Minutes
Date: October 22, 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 6:04 pm via video conference.

II. Roll Call

Present:

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

Excused Absence:

Also Present:

Terry Farha – UMC
Angie Luck – UMC
Mohana Mukherjee- MA
Brandy Pavlik-Crosky-Lanni
Tami Phelps - MA

III. Approval of Agenda

A motion was made by Robert McTyre and second by Khalil Samaha that the agenda for the October Regular Board Meeting be approved. The motion passed unanimously.

IV. Approval of Minutes

A motion was made by Khalil Samaha that the minutes be approved for the September 17, 2020 Regular Board Meeting second by Robert McTyre. The motion passed unanimously.

V. Correspondence

A. None

VI. Reporting

A. Principal's Report

Students

- Virtual classes continue as expected
- MTSS on as expected
- NWEA window closed on October 16, 2020
- NWEA Fall Scores (See Attached)
- WIDA Screener Testing Started
- Dearborn Center- fully functional
- Total Students- 169

Teachers

- NWEA Data Talks Completed
 - With Katherine Tassier of BMCC
 - With all grade level and subject teachers
 - With all Interventionists

- Katherine Tassier of BMCC observed virtual main class (Grade 7).
 - Positive and constructive feedback received.
- Mentoring Program- On
 - Ms. Kidd - Mrs. Bragg
 - Mrs. Kayser - Ms. Sachin
 - Mr. Bonds - Ms. Blake, Ms. Akram

Parents

- Robocalls, emails, text sent to parents as needed.
- Parents to receive NWEA scores

GSRP

- Confirmed Students- 4

New Interests- 2

B. Administrative Report – UMC

Epicenter

All documents have been submitted as required.

October 2020	Due Date	Date Submitted
Board Agenda – October (5 Business Days Before Meeting)	10/15	10/13
Blood Borne Pathogens Training-Agenda and Proof of Attendance or LearnPort Docs	10/2	9/28
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	10/23	
SE 4094 Transportation Expenditure Report (if required)	10/9	9/24
SE 4096 Special Education Cost Report	10/4	9/24
Transparency Mitten Requirements	10/2	9/24
CIMS Determination Report for 2020-2021	10/9	9/28
First Quarter Financial Statement	10/30	10/22
Proposed Board Minutes & Attachments-Oct. (8 Business Days After Approved)	11/3	
Approved Board Minutes & Attachments – Sept. (5 Business Days After Approved)	10/29	10/22
November 2020	Due Date	Date Submitted
Board Agenda – November (5 Business Days Before Meeting)	11/12	
Audited Financial Statement and Management Letter (include A133 if completed)	11/6	
FID Report to CEPI and BMCC (or as scheduled by MDE)	11/13	
MEIS/MSDS (SRSD) FTE-DS4061, including MI-CIS for Special Education (Fall)	11/20	
Audited Financial Statements Management Letter Response (if needed)	11/27	
Proposed Board Minutes & Attachments – Nov. (8 Business Days After Approved)	12/1	
Approved Board Minutes & Attachments-Oct. (5 Business Days After Approved)	11/26	

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	\$4,269.40/\$2,907.64	\$4,269.40/\$2,907.64	Pending/Pending
MDE Breakfast / Lunch	\$	\$	

Title IA	\$	\$	
Title IIA	\$	\$	
Title III LE	\$	\$	
Title III IMM	\$	\$	
Title IV	\$	\$	
IDEA	\$	\$	
MISC. Ins. Reim	\$	\$372.01	Deposited

General Fund Purchase Order Expenditures

General Fund Purchases	\$ 76,870.00
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$175,000.00	\$3,000.00

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$94,481.73

Insurance

Name	Date Paid
Health Insurance	10/26/2020
Life Insurance	10/25/2020
General Liability / Bus Insurance	10/20/2020
Workman's Compensation	Paid in Full

Financial Audits

Name of Audit	Date Occurring
End of Year Audit	In Progress

C. Financial Report

A. A copy of The Monthly Financial Report and the First Quarter Financial Statement was provided to the board for review. The board accepted the Financial Report and First Quarter Financial Statement as is.

D. IT Report

- Recycler will be here in the next few weeks to take away the equipment in the gym
- Removed all hard drives from all devices that will be in recycling. Serial numbers for all items have been taken down.
- Repaired several Chromebooks. Parts will be showing up within the next two weeks.
- Repaired the old Lenovo laptops to hand out to families. We have no Chromebooks and there is a backorder on file.
- Made a call to Comcast. Internet feed is extremely slow and they will be looking into it. Comcast will be upgrading our t1 from a 100mbps to a 1 gig. No extra cost is involved.
- Firewall is on order and will be in place before the old one expires on 10/31
- Dell Server is ready to place our order to begin the Project Management Process.

VII. CAO Report

A. None

VIII. Public Comments

A. None

IX. Board Comments

A. None

X. Scheduled New Business

- A. Fall 2020 Board Policy Updates
 - a. A motion was made by Khalil Samaha that the Fall 2020 Board Policy Updates be adopted as presented and second by Peggy Hafiani. The motion passes unanimously.
- B. ECLP Resolution
 - a. A motion was made by Khalil Samaha that the ECLP Resolution be adopted as presented and second by Richard DeBacker. The motion passes unanimously.
- C. Recruiting / Enrollment
 - a. Phoenix Innovations, a marketing firm, is on hold because of COVID-19. They will resume in January 2021.
- D. Michigan Department of Health & Human Services Executive Order
 - a. We are back to virtual meetings per the Governors Executive Order.
- E. School Technology
 - a. Would like Tami to attend all Board Meetings apart from Count Day months.
 - b. The grants should be distributed to all board members.
- F. School Aid Coronavirus Relief Funding
 - a. A discussion was held regarding the purchase of cleaning supplies and building cleaning.
 - b. The building needs to be cleaned and prepared before students arrive.
 - c. Begin ordering materials.
- G. District COVID-19 Costs
 - a. Begin ordering materials.
- H. Auditors Interview
 - a. Interviews took place with the auditor and Dr. Samaha. Meeting was productive and the Academy is doing well.
- I. Cleaning of Building
 - a. Tabled

XI. Extended Comments

- A. Public
 - a. None
- B. Board Members
 - a. Teachers are working from home and school when needed.

XII. Confirmation of Next Meeting

- A. November 19,2020

XIII. Adjournment

Khalil Samaha made a motion to adjourn Robert McTyre second. Meeting adjourned at 6:47 p.m. Minutes respectfully submitted,

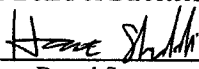


Recording Secretary

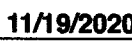


Date

Approved by the Board of Directors at its November 19, 2020 meeting.



Board Secretary



Date