

Approved: Jan. 21, 2021

Multicultural Academy Board of Directors  
Regular Meeting Minutes  
Date: December 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 6:03 pm via video conference.

**II. Roll Call**

Present:

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

Excused Absence:

Also Present:

Terry Farha – UMC  
Angie Luck – UMC  
Mohana Mukherjee- MA  
Brittany Cook-BMCC  
Brandy Pavlik-Crosky-Lanni  
Tami Phelps-Educational Reporting Solutions

**III. Approval of Agenda**

A motion was made by Khalil Samaha and second by Robert McTrye that the agenda for the December 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 November 19, 2020 Regular Board Meeting second by Khalil Samaha. The motion passed unanimously.

**V. Correspondence**

A. None

**VI. Reporting**

A. Principal's Report

**Students**

- Virtual Classes continue as expected
- MTSS on as expected
- Dearborn Center- in-person meeting is temporarily suspended
- Winter 2021 NWEA testing started -see attachment
- Winter Breaks starts 12/18/2020
- School Resumes 1/4/2020

**Teachers**

- New Hire- ESL Director- Mr. Saher Ramadan
- Virtual Learning Continues

- Asynchronous Day on Fridays started 12/4/2020
- Fridays- PLC or PD for teachers
- Administrator coordinating with Engaged Michigan for Free District Tutoring Program for students.

**Parents**

- Robocalls, emails, text sent to parents as needed.
- Made a Covid-19 Survey for Parents- See Attached Survey Results

**GSRP**

- Confirmed Students - 5

**B. Administrative Report – UMC**

**Epicenter**

All documents have been submitted as required.

December 2020		
	Due Date	Date Submitted
Board Agenda – December (5 Business Days Before Meeting)	12/11	12/7
FID Report to CEPI and BMCC (or as scheduled by MDE)	12/11	11/27
Audited Financial Statement and Management Letter (include A133 if completed)	12/1	11/27
Audited Financial Statement Response Letter	12/15	11/27
Registry of Educational Personnel Report (REP)	12/1	11/27
Transparency Requirements/Mitten-Certificate of Completion	12/11	11/30
Proposed Board Minutes & Attachments – December (8 Business Days After Approved)	12/30	12/21
Approved Board Minutes & Attachments – Nov. (5 Business Days After Approved)	12/25	12/21
January 2021		
	Due Date	Date Submitted
Board Agenda – January (5 Business Days Before Meeting)	1/14	
Board Policy Manual	1/28	
Academy Planning Document due to BMCC and Epicenter	1/29	12/18
Second Quarter Financial Statement	1/29	
Budget-Amendment to 2020-2021 budget	1/29	
School Contact List	1/29	
Resolution Requesting Reauthorization (only if requested)		NA
Proposed Board Minutes & Attachments-January (8 Business Days After Approved)	2/1	
Approved Board Minutes & Attachments – Dec. (5 Business Days After Approved)	1/28	

**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	\$2,907.64 / \$2,907.66 / \$3,363.19	\$2,907.64 / \$2,907.66 / \$3,363.19	Pending
MDE Breakfast / Lunch	\$11,743.04	\$11,743.04	Deposited
Title IA	\$1.00	\$1.00	Deposited
Title IIA	\$	\$	
Title IIIE	\$	\$	
Title III IMM	\$	\$	
Title IV	\$4,016.00	\$4,016.00	Pending
IDEA	\$6,402.00	\$6,402.00	Pending
ESSER	\$7,718.00	\$7,718.00	Deposited

**General Fund Purchase Order Expenditures**

<b>General Fund Purchases</b>	<b>\$ 48,317.00</b>
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**Dated Bank Statements on Cash Flow / Payroll Escrow**

<b>Cash Flow</b>	<b>Payroll Escrow</b>
\$162,935.00	\$5,435.00

**Payable / Receivable Accounts**

<b>Pending Amounts Account Payable</b>	<b>Pending Amounts Account Receivable</b>
NA	\$128,896.49

**Insurance**

Name	Date Paid
Health Insurance	12/26/2020
Life Insurance	12/25/2020
General Liability / Bus Insurance	12/20/2020
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 and as is.

**D. IT Report**

- While I was out with COVID, I had a team member out at the school twice a week fixing computers and Chromebooks. We are in dire need of more Chromebook parts.
- Configured the new server via excel spreadsheet with a representative from Dell. I was told that the server itself will be in place within the first two weeks of January. It will be assigned to an engineer.
- New Chromebooks are also due to come in within the first two weeks of Jan. HP keeps extending their deployment because of stock.
- New switches have been ordered and will be configured in January.
- Teacher laptops have been ordered. Those will show up after the school opens back up from the holiday and when the stock is available. They will keep me posted.

**VII. CAO Report**

- A. None

**VIII. Public Comments**

- A. None

**IX. Board Comments**

- A. None

**X. Scheduled New Business**

- A. ECLP Resolution
  - a. No changes from last month. Continue to service students remotely.
  - b. The plan will continue as is.
  - c. A motion was made by Khalil Samaha that the ECLP Resolution be adopted as presented and second by Robert McTyre. The motion passes unanimously.
- B. 2020-2021 Academy Planning Document
  - a. Review of the document took place with board members.
  - b. A motion was made by Robert McTyre that the 2020-2021 Academy Planning Document be adopted as presented and second by Hana Shalabi. The motion passes unanimously.
- C. Academy Building
  - a. Discussion has taken place for the Academy to acquire the building. Negotiations will begin to take place in January 2021.

**XI. Extended Comments**

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

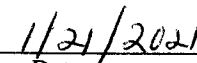
**XII. Confirmation of Next Meeting**

- A. January 21, 2021

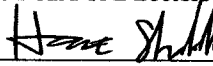
**XIII. Adjournment**


Khalil Samaha made a motion to adjourn Robert McTyre second. Meeting adjourned at 6:30 p.m.  
Minutes respectfully submitted,

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

  
\_\_\_\_\_  
Date

Approved by the Board of Directors at its January 21, 2021 meeting.

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

  
\_\_\_\_\_  
Date