

Approved: 8/19/21

Multicultural Academy Board of Directors

Approved Meeting Minutes

Date: July 15, 2021

Time: 6:00 pm

**I. Meeting Called to Order**

The meeting was called to order at 6:02 pm

**II. Roll Call**

Present:

Richard DeBacker- President

Dr. Khalil Samaha- Vice President

Hana Shalabi – Secretary

Excused Absence:

Also Present:

Terry Farha – UMC

Angie Luck – UMC

Mohana Mukherjee- MA

**III. Approval of Agenda**

A motion was made by Khalil Samaha and second by Hana Shalabi that the agenda for the July Regular Board Meeting be approved. The motion passed unanimously.

Meeting Closed at 6:02 pm for Organizational Meeting.

Meeting Started at 6:07 pm

**IV. Approval of Minutes**

A motion was made by Hana Shalabi that the minutes be approved for the June 17, 2021 Regular Board Meeting second by Richard DeBacker. The motion passed unanimously.

A motion was made by Richard DeBacker that the minutes be approved for the June 17, 2021 Budget Meeting second by Hana Shalabi. The motion passed unanimously.

**V. Correspondence**

A. None

**VI. Reporting**

A. Principal's Report

- Summer School in Progress: 3 teachers, 2 paras
  - a. 95 students enrolled
- School Calendar for 2021-2020 compiled. As per Ann Arbor school opening dates. To be approved.
- School Professional Development Calendar ready
- Teachers working on workshops and courses for next school year readiness
- MICIP report completed. Please see attached.

B. Administrative Report – UMC

Epicenter

All documents have been submitted as required.

July 2021	Due Date	Date Submitted
Board Agenda – July (5 Business Days Before Meeting)	7/8	7/7
Organizational Board Agenda (5 Business Days Before Meeting)	7/8	7/5
State Aid Note Program Requirements	7/16	
Fourth Quarterly Financial Statements from 2020-2021	7/23	
Lease Renewal Certification	7/23	
Management Agreements – New, Amendments or Renewals	7/23	
Services (transportation, maintenance, food service ets) contracts	7/23	
PSA Board Member Annual Conflict of Interest Disclosure	7/23	
Matriculation Agreements	7/23	

Board Member Roster	7/23	
Budget Hearing Approved Minutes	7/22	
Organizational Meeting Proposed Minutes & Attachments (8 Days After Approved)	7/26	
Proposed Board Minutes & Attachments – July (8 Days After Approved)	7/27	
Approved Board Minutes & Attachments – June (5 Business Days After Approved)	7/22	
Approved Board Special Mtg Minutes & Attachments – June (5 Business Days After Approved)	7/22	
<b>August 2021</b>	<b>Due Date</b>	<b>Date Submitted</b>
Board Agenda – August (5 Business Days Before Meeting)	8/12	
2021-2022 Board Approved School Calendar/School Day Schedule (MC380.1284a)	8/6	
School Contact List	8/27	
Employee Handbook	8/27	
Proposed Board Minutes & Attachments – August (8 Business Days After Approved)	8/31	
Approved Board Minutes & Attachments – July (5 Business Days After Approved)	8/26	
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	\$26,209.82	\$26,209.82	Pending
MDE Breakfast / Lunch	\$	\$	
Title IA	\$	\$	
Title IIA	\$	\$	
Title IIIIE	\$	\$	
Title III IMM	\$	\$	
Title IV	\$	\$	
CAFCP	\$	\$	
IDEA	\$14,947.00	\$14,947.00	Deposited

**General Fund Purchase Order Expenditures**

<b>General Fund Purchases</b>	\$ 53,847.60
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**Dated Bank Statements on Cash Flow / Payroll Escrow**

Cash Flow	Payroll Escrow
\$75,889.00	\$2,076.09

**Payable / Receivable Accounts**

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$115,123.11

**Insurance**

Name	Date Paid
Health Insurance	7/26/2021
Life Insurance	7/25/2021
General Liability / Bus Insurance	7/20/2021
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 4<sup>th</sup> Quarter Financial Statement has been requested to be sent to all board members.

**D. IT Report**

- New Chromebooks have come in and been inventoried and placed on the shelf
- 4 new Dell Laptops came in for use with the LEP staff.
- Chromebooks are still coming in. Office has the spreadsheet. Will keep me posted on who is being called that still has a Chromebook to return.
- Working on End of Year reporting, TSDL and pulling data for Civil Rights collection so that systems can be rolled over.
- Began working on the Lab Computers and getting them configured for use when school starts.
- Need new Battery Backup for the server room. We are currently running all equipment on one.
- Server has been updated along with the web filter.

**VII. CAO Report**

A. None

**VIII. Public Comments**

A. None

**IX. Board Comments**

A. None

**X. Scheduled New Business**

A. 2021-2022 School Calendar

a. A motion was made by Richard DeBacker that the 2021-2022 Board Calendar be adopted as presented and second by Khalil Samaha. The motion passes unanimously.

B. Board Member Annual Conflict of Interest Disclosure

a. All Board Members have filled out and returned the Conflict of Interest Disclosure.

C. State Aid Note

a. Phase 1 has been completed. Phase 2 will begin shortly.

D. Building Lease

a. The Building Lease will continue as contractually agreed upon. No changes.

E. ESP Contract

a. The ESP Contract will continue as contractually agreed upon. No changes.

F. Purchasing of Busses

a. Still negotiating with companies. Looking at purchasing 3 busses.

**XI. Extended Comments**

A. Public

a. None

B. Board Members

a. None

**XII. Confirmation of Next Meeting**

A. August 19, 2021

**XIII. Adjournment**

Khalil Samaha made a motion to adjourn Hana Shalabi second. Meeting adjourned at 6:49 p.m.

Minutes respectfully submitted,

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*Amrutha J. Frank*  
Recording Secretary

\_\_\_\_\_  
8/19/2021  
Date

Approved by the Board of Directors at its August 19, 2021 meeting.

\_\_\_\_\_  
*Hana Shalabi*  
Board Secretary

\_\_\_\_\_  
8/19/2021  
Date