

APPROVED
 Date 1/19/2022

I. Meeting Called to Order

The meeting was called to order at 6:00 pm

II. Roll Call

Present:

- Dr. Khalil Samaha- President
- Richard DeBacker- Vice President
- Hana Shalabi – Secretary
- Charlotte Henderson - Director

Excused Absence:

Also Present:

- Terry Farha – UMC
- Angie Luck – UMC
- Mohana Mukherjee Das – MA
- Steve Scheel – Crosky-Lanni

III. Approval of Agenda

A motion was made by Charlotte Henderson and second by Richard DeBacker that the agenda for the December 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 November 18, 2021 Regular Board Meeting second by Charlotte Henderson. The motion passed unanimously.

V. Correspondence

- A. None

VI. Reporting

- A. Principal's Report

Students

- 2nd Quarter started November 15th
- Picture Day - All students- December 7th
- Spelling Bee Competition on December 8th
- IXL- Diagnostic Test- In progress
- Remote school from December 13th to December 17th
 - Classes remain unimpacted
- Arabic Spelling Bee Competition on December 15th
- Club connect as regular
- Winter Break starts from December 20 to December 31st
- All stakeholders received requests to respond to surveys about the ESSER grant.

Teachers

- Teacher conference on Nov 12th
- Picture Day - All staff- December 7th
- Teacher intensifying small group instruction for Winter NWEA.
- Teachers continuing with identified Professional Development with DPPD and Wayne RESA
- Remote teaching from December 13th to December 17th
- All stakeholders received requests to respond to surveys about the ESSER grant.
- School coordinating with Pittsfield Police for "Safety in Schools"
- Participating in Schoolwide
 - PBIS

Student support group

Parents

- Robocalls, emails and texts as and when needed.

Community Outreach

- Pittsfield Township, Department of Public Safety gifted 20 families with \$50 gift cards. Families have been selected based on financial and immigration status.
- Pittsfield Township, Department of Public Safety to assist in the "Harvest Program" to assist all families with food boxes.

B. Administrative Report – UMC

Epicenter

All documents have been submitted as required.

December 2021		Due Date	Date Submitted
Board Agenda – December (5 Business Days Before Meeting)		12/9	12/7
Registry of Educational Personnel Rep (REP)		12/1	11/17
Transparency Requirement/Mitten-Certificate of Completion		12/30	12/2
Proposed Board Minutes & Attachments – December (8 Business Days After Approved)		12/28	12/19
Approved Board Minutes & Attachments – Nov. (5 Business Days After Approved)		12/23	12/19
January 2022		Due Date	Date Submitted
Board Agenda – January (5 Business Days Before Meeting)		1/13	
Board Policy Manual		1/31	
Academy Planning Document		1/31	11/22
Resolution Requesting Reauthorization		1/15	11/22
Second Quarter Financial Statement		1/31	
Budget-Amendment to 2021-2022 Budget		1/31	
School Contact List		1/31	
Proposed Board Minutes & Attachments – December (5 Business Days After Approved)		1/27	
Proposed Board Minutes & Attachments – January (8 Business Days After Approved)		2/1	

Purchase Orders

Meetings took place with Crosky & Lanni to review all purchase orders and payroll.

Grants Expenditure

Grant Name	Expenditures	Revenue	Current/Pending
MDE Breakfast / Lunch	\$10,793.25/\$10,175.82	\$10,793.25/\$10,175.82	Deposited/Pending
Title IA	\$	\$	
Title IIA	\$	\$	
Title III LE	\$	\$	
Title III IMM	\$	\$	
ESSER Formula	\$	\$	

General Fund Purchase Order Expenditures

General Fund Purchases	\$ 71,215.32
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$153,093.00	\$40,827.00

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$112,175.82

Insurance

Name	Date Paid
Health Insurance	12/26/2021
Life Insurance	12/25/2021
General Liability / Bus Insurance	12/20/2021
Workman's Compensation	12/23/2021

Financial Audits

Name of Audit	Date Occurring
Criminal Justice Compliance Audit	Rescheduled

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

A. None

VII. CAO Report

A. None

VIII. Public Comments

A. None

IX. Board Comments

A. None

X. Scheduled New Business

A. Budget Update

a. The amended budget will be ready for review and approval in January.

B. MIOSHA-Special Update

a. A motion was made by Hana Shalabi that the MIOSHA-Special Update be adopted as presented and second by Richard DeBacker. The motion passes unanimously.

C. Update on ESSER II and ESSER III Grants

a. ESSER II submitted December 3, 2021 was sent back with a question. Question was answered and waiting for the response from the MDE REP.

b. ESSER III submitted December 13, 2021.

D. Update on Consolidated Application

a. Submitted on December 10, 2021. Sent with several revisions. Will meet with the MDE Rep to make the necessary changes.

E. Safe Return to In-Person Instruction and Continuity of Services Plan

a. The board reviewed the plan.

b. A motion was made by Richard DeBacker that the Safe Return to In-Person Instruction and Continuity of Services Plan be adopted as presented and second by Charlotte Henderson. The motion passes unanimously.

XI. Extended Comments

A. Public

a. None

B. Board Members

a. None

XII. Confirmation of Next Meeting

A. January 20, 2022

XIII. Adjournment

Khalil Samaha made a motion to adjourn Richard DeBacker second. Meeting adjourned at 6:27 p.m.

Minutes respectfully submitted,

Angela T. Luck
Recording Secretary

1/19/2022
Date

Approved by the Board of Directors at its January 20, 2022 meeting.

Hana Shalabi
Board Secretary

1/19/22
Date