

### **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 – Croskey-Lanni  
Ashley Stevens – Croskey-Lanni

### **III. Approval of Agenda**

A motion was made by Richard DeBacker and second by Hana Shalabi that the agenda for the February Regular Board Meeting be approved. The motion passed unanimously.

### **IV. Approval of Minutes**

A motion was made by Hana Shalabi that the minutes be approved for the January 19, 2022 Regular Board Meeting second by Charlotte Henderson. The motion passed unanimously.

### **V. Correspondence**

A. None

### **VI. Reporting**

A. Principal's Report

#### Students

- Remote school and in person from Jan 24th to Feb 4th
- In person school from February 7th
- NWEA- Completed on February 1st
- NWEA- Report went home with students

#### Teachers

- NWEA- Progress Report
- Jan 21st - End of Second Quarter
- Parent Teacher Conference for second quarter
- Data talk with teachers week of February 21st
- Participating in school wide
  - PBIS
  - Student support group

#### Parents

- Report Cards sent to parents
- Parent Teacher Conference for Second Quarter
- Robocalls, emails and texts as and when needed.

P.S. See attached NWEA Report

B. Administrative Report – UMC

**Epicenter**

All documents have been submitted as required.

<b>February 2022</b>		
	<b>Due Date</b>	<b>Date Submitted</b>
Board Agenda – February (5 Business Days Before Meeting)	2/10	2/9
Annual Education Report on website – certificate of completion on Epicenter	2/15	2/8
Emergency Operations Plan (EOP) certification	2/4	1/10
Proposed Board Minutes & Attachments – Feb. (8 Business Days After Approved)	3/1	
Approved Board Minutes & Attachments – Jan. (5 Business Days After Approved)	2/24	
<b>March 2022</b>		
	<b>Due Date</b>	<b>Date Submitted</b>
Board Agenda – March (5 Business Days Before Meeting)	3/10	
Educator Evaluation Transparency on website: Certificate of Completion	3/25	
Proposed Board Minutes & Attachments – March (8 Business Days After Approved)	3/29	
Approved Board Minutes & Attachments – Feb. (5 Business Days After Approved)	3/24	

**Purchase Orders**

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

**Grants Expenditure**

<b>Grant Name</b>	<b>Expenditures</b>	<b>Revenue</b>	<b>Current/Pending</b>
MDE Breakfast / Lunch	\$2,985.56	\$2,985.56	Deposited
Title IA	\$18,899.00	\$18,899.00	Deposited
Title IIA	\$	\$	
Title IIIIE	\$8,594.78	\$8,594.78	Deposited
Title III IMM	\$	\$	
ESSER II Formula	\$76,457.00	\$76,457.00	Deposited
IDEA	\$5,567.00	\$5,567.00	Pending
Insurance Reimbursement	\$9,622.50	\$9,622.50	Deposited

**General Fund Purchase Order Expenditures**

<b>General Fund Purchases</b>	\$ 52,269.96
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**Dated Bank Statements on Cash Flow / Payroll Escrow**

<b>Cash Flow</b>	<b>Payroll Escrow</b>
\$110,937.00	\$71,347.00

**Payable / Receivable Accounts**

<b>Pending Amounts Account Payable</b>	<b>Pending Amounts Account Receivable</b>
NA	\$76,914.00

**Insurance**

<b>Name</b>	<b>Date Paid</b>
Health Insurance	2/26/2022
Life Insurance	2/25/2022
General Liability / Bus Insurance	2/20/2022
Workman's Compensation	2/23/2022

**Financial Audits**

<b>Name of Audit</b>	<b>Date Occurring</b>

**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.

**C. IT Report**

- Repairing chrome books. I am in desperate need of parts. I have requested a quote and am waiting to hear back from him, but they should come into the same range as before. \$2627.50
- Submitted the quote for the battery back-up. We are currently running all equipment on one.
- MICR Report for the 21-22 SY has been closed at the rate of 99%. Documents have been faxed to the state.
- Time clock has been installed and is working.
- Computers were ready for testing.
- Civil Rights Data Collection is completed.
- I need two projectors.

**VII. CAO Report**

A. None

**VIII. Public Comments**

A. None

**IX. Board Comments**

A. None

**X. Scheduled New Business**

- A. 2021-2022 Amended Budget
  - a. A motion was made by Richard DeBacker that the 2021-2022 Amended Budget be adopted as presented and second by Hana Shalabi. The motion passes unanimously.
- B. 9<sup>th</sup> Grade Update
  - a. A letter was sent to BMCC requesting the addition of 9<sup>th</sup> grade for the 2022-2023 school year.
- C. ESSER Update
  - a. ESSER II has been approved and drawdowns have taken place.
  - b. ESSER III is AT Administrative Review Complete status.
    - i. The review process for ARP ESSER III is significantly more involved than that of ESSER I and II. Narratives under Program Description and LEA Plan for Use of Funds are reviewed first, and when approved moved to Administrative Review Complete status. At that point, the budget is reviewed against the LEA Plan for Use of Funds, and when approved moved to Program Office Review Complete status. Then the application can be moved to Grant Funds Available status and a Grant Award Notification (GAN) is issued.

**XI. Extended Comments**

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

**XII. Confirmation of Next Meeting**

- A. March 24, 2022

**XIII. Adjournment**

Hana Shalabi made a motion to adjourn Richard DeBacker second. Meeting adjourned at 6:34 p.m.

Minutes respectfully submitted,

Angela T. Luck  
Recording Secretary

3/24/2022  
Date

Approved by the Board of Directors at its March 24, 2022 meeting.

Hana Shalabi  
Board Secretary

03/24/22  
Date