

Multicultural Academy Board of Directors  
Regular Meeting Minutes  
Date: April 21, 2022  
Time: 6:00 pm

**APPROVED**  
Date 5/19/2022

**I. Meeting Called to Order**

The meeting was called to order at 6:01 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 – MA  
Asit Baran Mukherjee - Guest

**III. Approval of Agenda**

A motion was made by Richard DeBacker and second by Hana Shalabi that the agenda for the April 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 March 24, 2022 Regular Board Meeting second by Richard DeBacker. The motion passed unanimously.

**V. Correspondence**

A. None

**VI. Reporting**

A. Principal's Report

Students

- Beginning of quarter: April 4th.
- Spring Break: March 28- April 1<sup>st</sup>.
- April 4th in person school.
- April 5th to April 8th virtual school due to Bus drivers PD.
- Assessments:
  - PSAT: April 13th.
  - M-Step: Grades 3 to 8, April 12th to May 20th
  - NWEA: Grades KG thru Grade, April 22nd to May 13th
- Current enrollment: 187 (Expecting minimum 200 students)
  - During the week of March 23rd, we began enrolling immigrant students, mainly from Afghanistan. (as of this report: 33 new students and expecting more).
  - ESL immersion classes are ongoing.
  - Emphasize on acculturation.
  - Coordinating with Jewish Family Services for interpretation services for parent orientation and communication.

Teacher

- Teacher-Formal-Observation are in progress.

Parents

- Robocalls, emails and texts as and when needed.

**B. Administrative Report – UMC**

**Episcoper**

All documents have been submitted as required.

| <b>April 2022</b>   | <b>Due Date</b> | <b>Date Submitted</b> |
|---|-----------------|-----------------------|
| Board Agenda – April (5 Business Days Before Meeting)                         | 4/14            | 4/13                  |
| Open Enrollment and Lottery Procedures  | 4/1             | 3/3                   |
| 2021-2022 NWEA or Scantron School Testing Schedule-Spring                     | 4/1             | 3/11                  |
| Third Quarter Financial Statement   | 4/29            |                       |
| MEIS/MSDS (SRSD) FTE -DS4061  | 4/29            | 3/18                  |
| Proposed Board Minutes & Attachments-April (8 Business Days After Approved)   | 5/3             |                       |
| Approved Board Minutes & Attachments – March (5 Business Days After Approved) | 4/28            |                       |
| <b>May 2022</b>   | <b>Due Date</b> | <b>Date Submitted</b> |
| Board Agenda- May (5 Businesses Days Before Meeting)                          | 5/12            |                       |
| Enrollment Lottery Description and Results, if conducted                      | 5/27            |                       |
| Board Member Application Documents for July Appointment(s)                    | 5/31            |                       |
| Board Member Nomination for July Appointment(s)                               | 5/31            |                       |
| Proposed Board Minutes & Attachments - May (8 Business Days After Approved)   | 5/31            |                       |
| Approved Board Minutes & Attachments – April (5 Business Days After Approved) | 5/26            |                       |

**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   | \$15,021.87         | \$15,021.87    | Deposited              |
| Title IA                | \$33,337.00         | \$33,337.00    | Deposited              |
| Title IIA               | \$8,375.00          | \$8,375.00     | Deposited              |
| Title III LE            | \$2,350.00          | \$2,350.00     | Deposited              |
| Title III IMM           | \$2,570.00          | \$2,570.00     | Deposited              |
| ESSER II Formula        | \$14,220.00         | \$14,220.00    | Deposited              |
| IDEA                    | \$20,109.00         | \$20,109.00    | Deposited              |
| Insurance Reimbursement | \$                  | \$             |                        |

**General Fund Purchase Order Expenditures**

|                               |                     |
|-------------------------------|---------------------|
| <b>General Fund Purchases</b> | <b>\$ 65,208.90</b> |
|-------------------------------|---------------------|

**Dated Bank Statements on Cash Flow / Payroll Escrow**

| <b>Cash Flow</b> | <b>Payroll Escrow</b> |
|------------------|-----------------------|
| \$30,750.00      | \$10,098.00           |

**Payable / Receivable Accounts**

| <b>Pending Amounts Account Payable</b> | <b>Pending Amounts Account Receivable</b> |
|--|---|
| NA                                     | \$88,000.00                               |

**Insurance**

| <b>Name</b>                       | <b>Date Paid</b> |
|-----------------------------------|------------------|
| Health Insurance                  | 4/26/2022        |
| Life Insurance                    | 4/25/2022        |
| General Liability / Bus Insurance | 4/20/2022        |
| Workman's Compensation            | 4/23/2022        |

**Financial Audits**

| Name of Audit | Date Occurring |
|---------------|----------------|
| NA            | NA             |

**C. Financial Report**

- A. A copy of The Monthly Financial Report and 3<sup>rd</sup> Quarter Financial Statement was provided to the board for review. The board accepted the Financial Report and 3<sup>rd</sup> Quarter Financial Statement as is.

**C. IT Report**

- I am still in desperate need of parts.
- UIC's done for all new students for MEAP.
- I need three projectors or purchase at least three of the boards that were approved via the grant.
- I would like to formally request that we create a new website to become active for the fall. Our site is not user friendly to families. We need to be able to give them options of viewing in other languages if that is at all possible.
- 60 Chromebook have been ordered and will arrive by Saturday. This was pre-approved in the grant.

**VII. CAO Report**

- A. None

**VIII. Public Comments**

- A. None

**IX. Board Comments**

- A. None

**X. Scheduled New Business**

- A. Board Analysis for Reauthorization
- a. A committee is working on the Board Analysis for Reauthorization due to BMCC in May.
- B. Spring 2022 Board Policy Updates
- a. A motion was made by Richard DeBacker to adopt the Spring 2022 Board Policies as presented and second by Hana Shalabi. The motion passes unanimously.
- C. UMC Contract
- a. The ESP Contract was approved by Bay Mills Community College.
- D. ESSER III Update
- a. The ESSER III modified application was submitted on Friday, April 08, 2022.

**XI. Extended Comments**

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

**XII. Confirmation of Next Meeting**

- A. May 19, 2022

**XIII. Adjournment**

Charlotte Henderson made a motion to adjourn Richard DeBacker second. Meeting adjourned at 6:28 p.m.

Minutes respectfully submitted,

Angela T. Luck  
Recording Secretary

5/19/2022  
Date

Approved by the Board of Directors at its May 19, 2022 meeting.

Hana Shalabi  
Board Secretary

5/19/22  
Date