

I. Meeting Called to Order

The meeting was called to order at 6:05 pm

II. Roll Call

Present:

Dr. Khalil Samaha - President
Richard DeBacker- Vice President
Charlotte Henderson-Director

Excused Absence:

Hana Shalabi-Secretary

Also Present:

Terry Farha – UMC
Angie Luck - UMC
Mohana Mukherjee – MA
Mariam Faied - Parent

III. Approval of Agenda

A motion was made by Richard DeBacker and second by Charlotte Henderson at the agenda for the December Regular Board Meeting be approved. The motion passed unanimously.

IV. Approval of Minutes

A motion was made by Charlotte Henderson that the minutes be approved for the November 17, 2022 Regular Board Meeting second by Richard DeBacker. The motion passed unanimously.

V. Correspondence

A. None

VI. Reporting

A. Principal's Report

Students

- Student Council Announcements Ceremony on Nov 22nd for the positions of:
 - President
 - Vice President
 - Secretary
 - Student Council members from each grade
- Thanksgiving Break Nov 23rd, 24th and 25th.
- The After-School Enrichment Program started on Dec 5th. (Grades 3-9, ELA and Math).
- Progress Report Dec 5th.
- Dentist visit on Dec 8th.
- Mental Math Olympiad on Dec 8th.
- 3rd Month Club session started on Dec 2nd.
- Winter Break starts 23rd December, 2022 to 6th of January, 2022
- MDE partnership letter received on Nov 29, first meeting on December 14, second on Dec 19, 2022.

Teachers

- Thanksgiving Break Nov 23rd, 24th and 25th.
- The After-School Enrichment Program started on Dec 5th.
- Progress Report Dec 5th

- Teachers actively participating in PD's.
- Winter Break starts 23rd December to 6th of January

Parents

- Robocalls, emails and texts as and when needed.
- We have active Parent volunteers in school events- helping in translation and interpretations.

B. Administrative Report – UMC

Epicenter

All documents have been submitted as required.

December 2022	Due Date	Date Submitted
Board Agenda – December (5 Business Days Before Meeting)	12/8	12/13
Registration of Educational Personnel Report (REP)	12/2	11/1
Transparency Requirements/ Mitten- Certificate of Completion	12/23	12/1
Section I Article VIII	12/30	
Proposed Board Minutes & Attachments – Dec. (8 Business Days After Approved)	12/22	
Approved Board Minutes & Attachments – Nov. (5 Business Days After Approved)	12/27	
January 2023	Due Date	Date Submitted
Board Agenda – January (5 Business Days Before Meeting)	1/12	
Resolution Requesting Reauthorization – (only if requested)	NA	NA
Board Policy Manual	1/31	
Academy Planning Document due to BMCC and Epicenter (Note: Additional Tasks May be assigned and due on 6/30 if changes are planned at your Academy per this document)	1/31	
Second Quarter Financial Statement	1/31	
Budget Amendment to 2022-2023 Budget	1/31	
School Contact List	1/31	
Proposed Board Minutes & Attachments – January (8 Business Days After Approved)	1/31	
Approved Board Minutes & Attachments – Dec. (5 Business Days After Approved)	1/26	

Purchase Orders

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

Grants Expenditure

Grant Name	Expenditures	Revenue	Current/Pending
MDE Breakfast / Lunch	\$21,858.17	\$21,858.17	Deposited
Title IA	\$10,344.68	\$10,344.68	Deposited
Title IIA	\$4,400.00	\$4,400.00	Deposited
Title III LE	\$	\$	
Title III IMM	\$	\$	
ESSER II Formula	\$	\$	
ESSER III Formula	\$22,235.46	\$22,235.46	Deposited
Misc (MOR Coop)	\$75.42	\$75.42	Deposited
ACT 18	\$3,436.00	\$3,436.00	Deposited

General Fund Purchase Order Expenditures

General Fund Purchases	\$ 64,207.00
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$17,382.00	\$20,651.00

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$87,000.00

Insurance

Name	Date Paid
Health Insurance	12/26/2022
Life Insurance	12/25/2022
General Liability / Bus Insurance	12/20/2022
Workman's Compensation	12/23/2022

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.

D. IT Report

- Still repairing and handing out Chromebooks.
- Workorders are up to date.
- Updated Firewall and Servers. Still need to contact Comcast or external IP
- Working on the profiles for Securly. This product is working wonderfully.
- Trained a teacher on how to use the teacher side of Securly and the features it has for student monitoring.
- Working on Powerschool data to keep it clean
- Working with ISD on MCIR.

VII. CAO Report

- A. None

VIII. Public Comments

- A. None

IX. Board Comments

- A. None

X. Scheduled New Business

A. New Board Member

- a. Mariam Faied accepted the office on the board.
- b. A motion was made by Richard DeBacker and second by Charlotte Henderson that Mariam Faied be sworn in as a board member. The motion passed unanimously.

B. Board Response to Reauthorization Feedback.

- a. Letter will be developed and send by January 6, 2023 to BMCC.

C. 2023-2024 Academy Planning Document

- a. Review of the document took place with board members.
- b. A motion was made by Richard DeBacker that the 2023-2024 Academy Planning Document be adopted as presented and second by Charlotte Henderson. The motion passes unanimously.

D. 2022-2023 Fall Board Policy Updates

- a. A motion was made by Charlotte Henderson that the 2022-2023 Fall Board Policy be adopted as presented and second by Mariam Faied. The motion passes unanimously.

E. Section 1 of Article VIII

- a. The Board of Directors reviewed Section 1 of Article VIII and have asked that it be placed in the following areas of the building:
- i. The room or rooms in which the board or board of directors conducts its meetings.
 - ii. An office in the public-school academy's administrative building.
- b. A motion was made by Mariam Faied that the Section 1 of Article VIII be adopted as presented and second by Richard DeBacker. The motion passes unanimously.

XI. Extended Comments

A. Public

a. None

B. Board Members

a. None

XII. Confirmation of Next Meeting

A. January 19, 2023

XIII. Adjournment

Richard DeBacker made a motion to adjourn Mariam Faied second. Meeting adjourned at 6:37 p.m.

Minutes respectfully submitted,

Angela T. Jack
Recording Secretary

1/19/2023
Date

Approved by the Board of Directors at its January 19, 2023 meeting.

Hassan Shalabi
Board Secretary

1/19/23
Date