

I. Meeting Called to Order

The meeting was called to order at 6:03 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
Steve Scheel - Crosky-Lanni
Kacey Roth -Maner Costerisan
Ryan Freemire - Maner Costerisan

III. Approval of Agenda

A motion was made by Richard DeBacker and second by Charlotte Henderson at the agenda for the November 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 October 20, 2022 Regular Board Meeting second by Charlotte Henderson. The motion passed unanimously.

V. Correspondence

A. None

VI. Reporting

A. Principal's Report

Students

- Picture day on Oct 28, 2022.
- Dan Quisenberry, the President of the Michigan Association of Public-School Academics visited our school on November 7, 2022.
- End of 1st quarter- Parent teacher conference and report card sent out on Nov 11, 2022.
- Student Council Election Campaign is in progress to elect candidates for the roles of President, Vice President, Secretary and Council Members.
- Election Day on Nov 17, 2022.
- Pittsfield Charter Township Election Specialists, Jill Mitchell and Michelle Anzaldi visits to talk to students about Voice and Vote on November 15, 2022.
- Student Council Announcement Ceremony on Nov 22, 2022.
- Upcoming event - Mental Math Olympiad on Nov 30, 2022.
- After School Enrichment Program - Starts Dec 5 from 6:30 pm - 7:30 pm for Grades 3 and up.

Teachers

- Picture day on Oct 28 2022.
- End of 1st quarter- Parent Teacher Conferences and Report Card sent on Nov 11, 2022.
- Teachers actively participating in PD's.

Handwritten notes and stamps at the bottom of the page, including a date stamp "21st November 2022" and a signature "Richard DeBacker".

- After School Enrichment Program – 1 teacher for Grade 3, 2 teachers for Grades 4-5, 2 teachers for Grades 6-7, 2 teachers for Grades 8-9.

Parents

- End of 1st quarter- Parent Teacher Conferences on Nov 11, 2022.
- 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.

Board Agenda – November (5 Business Days Before Meeting)	11/24	11/7
Audited Financial Statement and Management Letter (include A133 if completed)	11/4	10/31
FID Report to CEPI and BMCC (or as scheduled by MDE)	11/11	10/29
Audited Financial Statements Management Letter Response (if needed)	11/25	11/18
DS4061	11/11	11/10
Proposed Board Minutes & Attachments- Nov. (8 Business Days After Approved)	11/29	11/18
Approved Board Minutes & Attachments- Oct. (5 Business Days After Approved)	11/24	11/18
Board Agenda – December (5 Business Days Before Meeting)	12/8	
Registration of Educational Personnel Report (REP)	12/2	11/1
Transparency Requirements/ Milton- Certificate of Completion	12/23	
Proposed Board Minutes & Attachments – Dec. (8 Business Days After Approved)	12/22	
Approved Board Minutes & Attachments – Nov. (5 Business Days After Approved)	12/27	

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	\$24,649.38	\$24,649.38	Deposited
Title IA	\$	\$	
Title IA	\$	\$	
Title III-E	\$	\$	
Title III IMM	\$	\$	
ESSER II Formula	\$	\$	
ESSER III Formula	\$	\$	
Supply Chain Assistance	\$7,753.39	\$7,753.39	Deposited

General Fund Purchase Order Expenditures

General Fund Purchases	\$ 87,861.00
-------------------------------	--------------

Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$95,998.00	\$15,093.00

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$162,316.00

Insurance

Name	Date Paid
Health Insurance	11/28/2022
Life Insurance	11/25/2022
General Liability / Bus Insurance	11/20/2022
Workman's Compensation	11/23/2022

Financial Audits

Name of Audit	Date Occurring
End of Year Review	11/17/2022

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

- I am repairing chrome books as they come in.
- All grade levels have a chrome book cart except grades k-2. I will be finishing them up after I am done with count day.
- Installed Securly onto the chrome books as web filter. Filter is working great and sends me good feedback.

shots. They are fully aware that we are trying our best to get this done and will continue to work with us.

• Count Day

- a. Count Day has been finalized. We are able to count 191 students. We have several families that came from overseas after Count Day that will not be able to be counted until Spring Count. We have 4 that I know of that attended another MI school during this count, so I will be able to claim them for Section 25E when the window opens. This will be an ongoing report that will close Feb 7, 2023. If anyone else enrolls between 10/6/2022 and 2/7/2023, and if they attended another MI school for Count Day, I will be able to submit a record to receive their funding.

VII. CAO Report

- A. None

VIII. Public Comments

- A. None

IX. Board Comments

- A. None

X. Scheduled New Business

A. 2021-2022 Financial Audit

- a. A motion was made by Richard DeBacker and second by Charlotte Henderson that the 2021-2022 Financial Audit be approved. The motion passed unanimously

B. New Board Member

- a. Tabled until notice from BMCC for acceptance.

C. Curricular Issues

- a. Discussion took place regarding High School courses.

D. Student Council

- a. Voting took place today. Award ceremony will take place November 22, 2022 at 10:00 a.m. All are welcome.
- b. The board would like to have the council attend a meeting to have a question/answer session.

XI. Extended Comments

A. Public

- a. None

B. Board Members

- a. None

XII. Confirmation of Next Meeting

- A. December 22 2022

XIII. Adjournment

Richard DeBacker made a motion to adjourn Charlotte Henderson second. Meeting adjourned at 6:52 p.m.

Minutes respectfully submitted,

Angela T. Lusk
Recording Secretary

12/22/2022
Date

Approved by the Board of Directors at its December 22, 2022 meeting.

Richard DeBacker
Board Secretary

12/22/2022
Date