

APPROVED
Date 4/20/2023

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
Charlotte Henderson-Treasurer
Dr. Mariam Faied - Director

Excused Absence:

Hana Shalabi - Secretary

Also Present:

Terry Farha – UMC
Angie Luck - UMC
Mohana Mukherjee – MA
Brittany Cook - BMCC

III. Approval of Agenda

A motion was made by Richard DeBacker and second by Dr. Mariam Faied at the agenda for the February 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 February 16, 2023 Regular Board Meeting second by Dr. Mariam Faied. The motion passed unanimously.

V. Correspondence

A. None

VI. Reporting

A. Principal's Report

Students

- March Reading month activities in place (see attached)
- State Assessment WIDA (for ALL ESL students of Grades k-9, in the areas of Listening, Reading, Speaking and Writing.:
- English Spelling Bee: March 1, 2023
- Black History Month Celebration: March 3, 2023
- MDE Partnership Regular meetings on, every week with the WISD team
- Dr. Jennifer Banks, Director of Instructions- WISD and Ms. Heather Holshoe, Math & Science Coordinator-WISD visits: March 9, 2023
- Ms. Puja Mullins, Newcomer program coordinator-WISD visits: March 9
- 1st Meeting with Dr. Cureton and Mrs. Samaha for possible MOU with University of Michigan, School of Sociology and Education Outreach program: March 10, 2023
- Arabic Spelling Bee: March 14, 2023

Teachers

- Enrichment Program as planned
- Working with students on Meaning Mathematics Showcase on WISD
- Actively participating in reading month activities

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.

March 2023		Due Date	Date Submitted
Board Agenda – March (5 Business Days Before Meeting)		3/9	3/7
Educator Transparency on Website: Certificate of Completion		3/24	3/7
Proposed Board Minutes & Attachments – March (8 Business Days After Approved)		3/28	
Approved Board Minutes & Attachments – February (5 Business Days After Approved)		3/23	
April 2023		Due Date	Date Submitted
Board Agenda – April (5 Business Days Before Meeting)		4/13	
Open Enrollment and Lottery Procedures		4/7	3/14
2022-2023 NWEA Testing Schedule – Spring		4/7	3/15
Third Quarter Financial Statement		4/28	
MEIS/MSDS (SRSD) FTE DS 4061		4/28	
Proposed Board Minutes & Attachments – April (8 Business Days After Approved)		5/2	
Approved Board Minutes & Attachments – March (5 Business Days After Approved)		4/27	

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	\$19,451.39	\$19,451.39	Deposited
Title IA	\$	\$	
Title IIA	\$	\$	
Title IIIIE	\$	\$	
Misc Staples Refund	\$330.48	\$330.48	Deposited
ACT 18	\$3868.00	\$3868.00	Deposited
ESSER III Formula	\$21680.00	\$21,680.00	Deposited
ESSER III Formula	\$24,840.00	\$24,840.00	Pending

General Fund Purchase Order Expenditures

General Fund Purchases	\$ 55,691.20
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$66,482.17	\$23,871.00

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$210,919.00

Insurance

Name	Date Paid
Health Insurance	3/26/2023
General Liability / Bus Insurance	3/20/2023
Workman's Compensation	3/23/2023

Financial Audits

Name of Audit	Date Occurring
Student Audit	3/13/2023

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 Chromebook. I have ordered parts and they came in so I will be able to keep going.
- Updated the server.
- Updated Chrome and Securly for more security. Students are all in a student profile. Will need to talk about starting to set-up different levels of security for different grades for next year.
- Beta testing windows 11 and our servers. Will be trying it on one computer in the lab to see if it will work with the testing sites. I was unable to do this in the lab due to testing. I have updated a teacher laptop and it works great. I am looking into upgrading the hard drives in the dells because teachers are having issues with space.
- Will be on site when Comcast comes in to upgrade our T1 connection to make sure all of our systems are maintained and backed up and running. Comcast emailed me and will keep me posted. They are in the planning phase.
- Went through all paperwork with Office Manager for her audit. Made corrections and made sure she was ready. The auditor will contact me when he has completed everything.

VII. CAO Report

A. None

VIII. Public Comments

A. None

IX. Board Comments

A. None

X. Scheduled New Business

A. High School Handbook

- a. A motion was made by Richard DeBacker and second by Dr. Mariam Faied that the High School Handbook be adopt as presented with one change, by the board. The motion passed unanimously.

B. MDE Partnership Agreement

- a. The building principal explained to the board the work that has been done with MDE, WISD, and BMCC regarding the Partnership Agreement.
- b. Agreement has been given to the board for review and will be finalized and send to MDE by April 17, 2023.
- c. The board has given a preliminary approval and has designated Dr. Khalil Samaha to sign the agreement once it is ready to be submitted.

C. Budget Amendment

- a. The requested changes were updated on the Budget Amendment Resolution, signed by the board secretary, and uploaded into Epicenter and the MA website.

D. UMC Contract

- a. The board has designated Dr. Khalil Samaha to negotiate with UMC regarding their contract.

E. Reauthorization

- a. Met with BMCC to add 10th grade for the 2023-2024 school year. BMCC was pleased with the results of the virtual meeting.
- b. Board Presentation for Reauthorization is due in Epicenter on June 2, 2023.

XI. Extended Comments

A. Public

- a. None

B. Board Members

- a. None

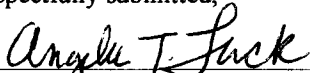
XII. Confirmation of Next Meeting

A. April 20, 2023

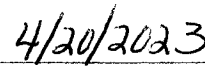
XIII. Adjournment

Charlotte Henderson made a motion to adjourn Dr. Mariam Faied second. Meeting adjourned at 6:45p.m.

Minutes respectfully submitted,




Recording Secretary

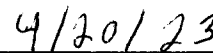


Date

Approved by the Board of Directors at its April 20, 2023 meeting.



Board Secretary



Date