

Multicultural Academy Board of Directors
Approved Meeting Minutes
Date: August 23, 2023
Time: 6:00 pm

APPROVED
Date Sept. 21, 2023

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-Treasurer
Dr. Mariam Faied - Director

Excused Absence

Also Present:

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

III. Approval of Agenda

A motion was made by Hana Shalabi and second by Richard DeBacker that the agenda for the August 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 July 20, 2023 Regular Board Meeting second by Hana Shalabi. The motion passed unanimously.

A motion was made by Hana Shalabi that the minutes be approved for the Organization Meeting and second by Charlotte Henderson. The motion passed unanimously.

V. Correspondence

A. None

VI. Reporting

A. Principal's Report

MDE Partnership:

- MDE Pal meeting: 8/22/23
- District Celebrations – What's Going Well
 - We hired some certified teachers for High School
 - ESL Coordinator has been hired
 - 1st meeting on RAG funding with WISD
 - 2nd meeting for RAG Grant has been scheduled
 - Heather Holshoe to do PD with staff on Math best practices.
 - Many teachers either passed the MTSS and/or, enrolled in a teacher program
 - Scheduled CPR / First Aid Training
- District Challenges and/or Barriers
 - Fully certified teachers
 - Waiting for Grade 10 confirmation
 - No Art or librarian currently

Teachers

- Identified teachers participated in MIMTSS Explicit Instruction Academy by Dr. Anita Archer from August 7, 2023 to August 11, 2023 in Dearborn Michigan.
- Teachers first day: Aug 21, 2023.

Students and Programs

- HS students completed Credit Recovery Path in Summer program.
- Last Day of Summer School: Aug 8, 2023
- Students first day: Sep 5, 2023.

Parents

- Robocalls, emails and texts as and when needed.

B. Administrative Report – UMC

Epicenter

All documents have been submitted as required.

August 2023		Due Date	Date Submitted
Board Agenda – August (5 Business Days Before Meeting)		8/16	8/14
2023-2024 Board Approved School Calendar/School Days Schedule (MCL 380.1284a)		8/25	7/21
School Contract List		8/25	8/14
Employee Handbook		8/25	7/31
Proposed Board Minutes & Attachments-August (8 Business Days After Approved)		9/3	
Approved Board Minutes & Attachments-July (5 Business Days After Approved)		8/30	
Organizational Meeting Approved Minutes & Attachments (5 Business Days After Approved)		8/30	
September 2023		Due Date	Date Submitted
Board Agenda-September (5 Business Days Before Meeting)		9/14	
NWEA or Scantron Fall Testing Schedule		9/8	
Educational Goals per 98b		9/15	
IFM Authorization-Special Education Contact		9/15	8/17
Emergency Drill Day Schedule		9/22	
MFGS Right to Prayer Certification		9/22	8/15
MFGS Constitution Day Certification		9/22	8/15
SE 409a Special Education Actual Cost Report		9/29	
Playground safety Training for Staff-Rules, Agenda, Attendance		9/29	
Teacher and Administrator Evaluation and Employee Certification Warranty		9/29	
Anti-Bullying/Cyber-Bullying Policy		9/29	
Testing Login Information		9/29	
Expense Reimbursement Policy		9/29	
Transparency Requirements on website/Mitten-Certificate of Completion		9/29	
Proposed Board Minutes & Attachments-Sept. (8 Business Days After Approved)		10/3	
Approved Board Minutes & Attachments – Aug. (5 Business Days After Approved)		9/28	

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	\$	\$	
Title IA	\$9,099.00	\$9,099.00	Deposited
Title IIA	\$600.00	\$600.00	Deposited
Title III LE	\$1,378.00	\$1,378.00	Deposited
Title III IMM	\$996.00	\$996.00	Deposited
TIV	\$1,301.00	\$1,301.00	Deposited
ESSER III Formula	\$39,286.00	\$39,286.00	Deposited
Section 74 – Transportation	\$1,381.86	\$1,381.86	Deposited

General Fund Purchase Order Expenditures

General Fund Purchases	\$ 69,438.00
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$35,098.00	\$21,091.00

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$139,600.00

Insurance

Name	Date Paid
Health Insurance	8/26/2023
General Liability / Bus Insurance	8/20/2023
Workman's Compensation	8/23/2023

Financial Audits

Name of Audit	Date Occurring
End of Year	Currently taking place

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

- 85% of the Chromebooks have been returned. Some will need repair during the summer. We are still getting Chromebooks in. They are starting to return them from summer school
- Lab is fully updated
- Repaired Chromebooks
- PowerSchool has been rolled over and students have begun to be inputted
- Cleaned all of the Chromebooks that have been returned.
- Preparing to repair students Chromebooks after parents pay for damages.
- Teachers laptops are updating to Windows 11

VII. CAO Report

- A. None

VIII. Public Comments

- A. None

IX. Board Comments

- A. None

X. Scheduled New Business

- A. Oath of Office
 - a. Mariam Faied was reappointed to the Board of Directors and took the Oath of Office.
- B. State Aid Note
 - a. State Aid Note has been finalized for \$400,000 and will be ready by September 2023.
- C. Reauthorization
 - a. The Board of Regents will meet on October 26, 2023 to determine the Academies status.
- D. High School
 - a. BMCC has been notified of staffing for the High School as requested.
- E. 2023-2024 UMC Handbook
 - a. A motion was made by Charlotte Henderson that the 2022-2024 UMC Handbook be adopted as presented with no changes and second by Hana Shalabi. The motion passes **unanimously**.
- F. American Red Cross First Aid and CPR/AED Professional Development
 - a. MDE is mandating that all staff be trained.
 - b. The American Red Cross has been notified and will be scheduled to do an all staff training.
- G. Transportation
 - a. Additional bus is being purchased.
 - b. 5 busses total.
- H. Art Program
 - a. UMC is checking into contracting services for the art program.
 - b. 3 days a week (24 hours of instruction) \$4,300 per month.

XI. Extended Comments

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

XII. Confirmation of Next Meeting

- A. September 21, 2023

XIII. Adjournment

Richard DeBacker made a motion to adjourn Dr. Mariam Faied second. Meeting adjourned at 6:42 p.m.

Minutes respectfully submitted,

 Recording Secretary

Sept. 21, 2023

 Date

Approved by the Board of Directors at its September 21, 2023 meeting.

 Board Secretary

9/21/23

 Date