

APPROVED
Date 9/21/2023

I. Meeting Called to Order

The meeting was called to order at 6:00 pm

II. Roll Call

Present:

Richard DeBacker- Vice President
Hana Shalabi – Secretary
Charlotte Henderson-Treasurer
Dr. Mariam Faied - Director

Excused Absence:

Dr. Khalil Samaha- President

Also Present:

Terry 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 Charlotte Henderson that the agenda for the September 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 August 23, 2023 Regular Board Meeting second by Hana Shalabi. The motion passed unanimously.

V. Correspondence

A. None

VI. Reporting

A. Principal's Report

MDE Partnership:

- MDE Pal meeting: Tuesday, August 22, 2023

District Celebrations – What's Going Well

- ESL Coordinator hired
- First meeting on Regional Assistance Grant (RAG) with Sarah Hierman
- Second meeting for RAG scheduled
- Heather Holshoe to do Professional Development with staff on math best practices
- Many teachers either passed MTSS and/or are enrolled in a program

District Challenges and/or Barrier

- Fully certified teachers
- No Art or librarian

Teachers

- First day of school on Sep 5, 2023.
- Open House/Curriculum Day on Sep 8, 2023.
- Scheduled CPR Training with the Red Cross.
- MOU with University of Michigan for Middle School & High School Science Lab- In Progress.
- MOU with food gatherers - In Progress

Students and Programs

- First day of school on Sept. 5, 2023.
- Fall NWEA Testing from Sept. 11, 2023 to Oct 5, 2023.
- WIDA Screener – Sept. 18, 2023

- Club Connect - Start date: Oct 6, 2023
- Powerschool count as of 9/18/2023 - 267

Parents

- Open House/Curriculum Day on Sep 8, 2023.
- Robocalls, emails and texts as and when needed.

B. Administrative Report – UMC

Epicenter

All documents have been submitted as required.

September 2023		Due Date	Date Submitted
Board Agenda-September (5 Business Days Before Meeting)		9/14	9/12
NWEA or Scantron Fall Testing Schedule		9/8	8/28
EEM Authorization-Special Education Contact		9/15	8/17
Emergency Drills Day Schedule		9/22	9/11
MEGS Right to Prayer Certification		9/22	8/15
MEGS Constitution Day Certification		9/22	8/15
SE 4096 Special Education Actual Cost Report		9/29	
Playground Safety Training for Staff-Rules, Agenda, Attendance		9/29	9/12
Teacher and Administrator Evaluation and Employee Certification Warranty		9/29	
Anti-Bullying/Cyber-Bullying Policy		9/29	9/8
Testing Login Information		9/29	9/8
Expense Reimbursement Policy		9/29	9/8
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	
October 2023		Due Date	Date Submitted
Board Agenda-October (5 Business Days Before Meeting)		10/12	
Blood Borne Pathogens Training – Agenda and Proof of Attendance or MIVirtual Documentation		10/6	
Pest Control Compliance		10/6	
DS-4898 Preliminary Pupil Membership Count (during first three years of existence and when adding a grade)		10/6	
Annual Nonprofit Corporation Update		10/6	9/21
SE 4094 Transportation Expenditure Report (if required)		10/13	
CIMS Determination Report for 2023-2024		10/13	
First Quarter Financial Statement		10/31	
Proposed Board Minutes & Attachments – Oct. (8 Business Days After Approved)		10/31	
Approved Board Minutes & Attachments-Sept. (5 Business Days After Approved)		10/26	

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	\$	\$	
Title IA	\$	\$	
Title IIA	\$	\$	
Title IIIE	\$	\$	
Title III IMM	\$	\$	
TIV	\$	\$	
ESSER III Formula	\$	\$	

General Fund Purchase Order Expenditures

General Fund Purchases	\$ 104,418.00
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$425,4400	\$7,987.00

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$0

Insurance

Name	Date Paid
Health Insurance	9/26/2023
General Liability / Bus Insurance	9/20/2023
Workman's Compensation	9/23/2023

Financial Audits

Name of Audit	Date Occurring
End of Year	Currently taking place

