

Multicultural Academy Board of Directors
Approved Meeting Minutes
Date: January 25, 2024
Time: 6:00 pm

APPROVED
Date 2/22/2024

I. Meeting Called to Order

The meeting was called to order at 6:07 pm

II. Roll Call

Present:

Dr. Khalil Samaha- President
Richard DeBacker – Vice President
Charlotte Henderson-Treasurer

Excused Absence:

Hana Shalabi – Secretary
Dr. Mariam Faied – Director

Also Present:

Terry Farha – UMC
Angie Luck – UMC
Mohana Mukherjee Das – MA
Steve Scheel – Croskey-Lanni
Janine Teagarden – Croskey-Lanni
Aimee Gibbs Dickinson Wright

III. Approval of Agenda

A motion was made by Charlotte Henderson and second by Richard DeBacker that the agenda for the January 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 December 21, 2023 Regular Board Meeting second by Charlotte Henderson. The motion passed unanimously.

V. Correspondence

A. None

VI. Reporting

A. Principal's Report

MDE Partnership:

MDE meeting date: December 19, 2023

District Updates

- Current Enrollment: 294
- Staff Update - newly hired Speech Teacher

District Celebrations

- Inter School Science Olympiad
- Holiday Card Competition through Bay Mills-Art Club project 10 students placed in 1st, 2nd, or 3rd place awards
- Partnership with the University of Michigan Science Lab going well
- Signed an MOU with 5 International Schools for a joint literacy publication
- School Index Scores have all increased from baseline (some significantly)

District Challenges and/or Barriers

- Did not get Enrichment Program funded through 21(h)
- Still waiting to get clarification from MDE about FAY students who haven't been in the US for a full year (DL getting answer)

Teachers

- NWEA Winter 2023-24 started Jan 9th all grades KG to Grade 10.
- Enrichment Program for Grades 3 to Grade 9 starts Jan 18, 2024.

Students and Programs

- Treetops collective Proposal Recap for Refugee girls in Grades 9 and 10 twice a month.

- NWEA Winter 2023-24 started Jan 9th all grades KG to Grade 10.
- Enrichment Program for Grades 3 to Grade 8 starts Jan 18, 2024.
- Club Connectz started Friday Jan 12, 2024.

Parents

- Food Gatherers, 3rd Tuesday of the Month- in progress.
- Robocalls, emails, and texts as and when needed.

B. Administrative Report – UMC

Epicenter

All documents have been submitted as required.

January 2024	Due Date	Date Submitted
Board Agenda – January (5 Business Days Before Meeting)	1/11	1/10
Resolution Requesting Reauthorization – (only if requested)	NA	NA
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	12/23
Second Quarter Financial Statement	1/31	
Budget-Amendment to 2023-2024 budget	1/31	
School Contact List	1/31	1/2
Virtual Planning Questionnaire	1/31	1/10
Proposed Board Minutes & Attachments – January (8 Business Days After Approved)	1/30	
Approved Board Minutes & Attachments – Dec. (5 Business Days After Approved)	1/25	
February 2024	Due Date	Date Submitted
Board Agenda – February (5 Business Days Before Meeting)	2/15	
NWEA or Scantron School Testing Schedule – Winter	2/2	
Annual Education Report on website-certificate of completion on Epicenter	2/2	
Emergency Operations Plan (EOP) certification (required biannually)	2/2	1/16
Proposed Board Minutes & Attachments – Feb. (8 Business Days After Approved)	3/5	
Approved Board Minutes * Attachments – Jan. (5 Business Days After Approved)	2/29	

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	\$26,574.39	\$26,574.39	Deposited
Title IA	\$	\$	
Title IIA	\$	\$	
Title III LE	\$	\$	
Title III IMM	\$	\$	
Title IV	\$	\$	
Staples Reim	\$235.55	\$235.55	Deposited

General Fund Purchase Order Expenditures

General Fund Purchases	\$ 77,478.99
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$268,361.52	\$4098.09

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$282,101.00

Insurance

Name	Date Paid
Health Insurance	1/26/2024
General Liability / Bus Insurance	1/20/2024
Workman's Compensation	1/23/2024

Financial Audits

Name of Audit	Date Occurring
End of Year	NA

C. Financial Report

- A copy of The Monthly Financial Report was provided to the board for review. The board accepted the Financial Report as is.
- A copy of the 2nd Quarter Financial Report was provided to the board for review. The board accepted the 2nd Quarter Financial Report as is.

D. IT Report

- Repairing Chromebooks
- Renewed our firewall for one year until our E-Rate goes through.
- Repairing Teacher Laptops and Chromebooks.

- Parts were ordered for Chromebooks so that I can keep the repairs going on the newest version that we have.
- I am down to 5 cases. We will not be giving anymore out unless we order and the Tech budget doesn't have enough for that.
- Worked with our E-Rate consultant to gather what would help the school moving forward with increased enrollment and technology.
- Chromebooks handed out to grade K for in class use only.
- Working on Civil Rights Data Collection that is due mid-February.

VII. CAO Report

A. None

VIII. Public Comments

A. None

IX. Board Comments

A. None

X. Scheduled New Business

A. 2023-2024 Behavior Policy

- a. Tabled until the February 22, 2024 Board Meeting.

B. Budget Amendment

- a. Tabled until the February 22, 2024 Board Meeting.

C. Emergency Days-Board Approved Plan

- a. A motion was made by Charlotte Henderson that the Emergency Days-Board Approved Plan be adopted as presented and second by Richard DeBacker. The motion passes unanimously.

D. Accounting Software

- a. Review of the new software was presented and discussed.
- b. Multicultural Academy will own the software.
- c. Training will start in July 2024.

E. Reauthorization Update

- a. Team has been put together to review the requirements for reauthorization. Documents will be gathered and supplied to Dickinson Wright from the closing checklist.

XI. Extended Comments

A. Public

- a. None

B. Board Members

- a. None

XII. Confirmation of Next Meeting

A. February 22, 2024

XIII. Adjournment

Richard DeBacker made a motion to adjourn Charlotte Henderson second. Meeting adjourned at 6:48 p.m.

Minutes respectfully submitted,



 Recording Secretary

2/22/2024

 Date

Approved by the Board of Directors at its February 22, 2024 meeting.



 Board Secretary

2/22/2024

 Date