

Multicultural Academy Board of Directors
 Approved Meeting Minutes
 Date: June 20, 2024
 Time: 6:00 pm

APPROVED
 Date 7/18/2024

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

Excused Absence:

Hana Shalabi – Secretary
 Dr. Mariam Faied - Director

Also Present:

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

III. Approval of Agenda

A motion was made by Richard DeBacker second by Charlotte Henderson that the agenda for the June 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 May 23, 2024 Regular Board Meeting second by Richard DeBacker. The motion passed unanimously.

V. Correspondence

A. None

VI. Reporting

A. Principal's Report

MDE Partnership:

- District Updates:
- Current Enrollment - 307
- Staff Update - None
- District Celebrations- Met target growth in NWEA
- District Challenges and/or Barriers – New construction of building, additional staffing

MDE Updates:

- Benchmark Review (BR) –November 20, 2024 – 8:30-11:30
- BR – Sample Power point - Benchmark Review Webinar PowerPoint
- Benchmark Review Webinar Presentation

21H Update

Multicultural Academy K-8 - 2022-2025

2023 Items/ cost	2023-2024 Items/cost	2024-2025 Items/cost	NOTES
1 FTE – EL Coordinator/Certified teacher - \$71,500.00	1 FTE – EL Coordinator/Certified teacher - \$76,913.00	1 FTE – EL Coordinator/Certified teacher -- \$76,913.00	
	1 FTE – Behavior Assistant/Parent Liaison - \$57,200.00	1 FTE – Behavior Assistant/Parent Liaison - \$57,200.00	

Data Analytic tool - \$2,804.00	Data Analytic Tool - \$2,923.00		
Total = \$74,304.00	Total = \$134,113.00		

- The dates for Multicultural Benchmark Review is scheduled on November 20, 2024 from 8:30 a.m. to 11:30 a.m.
- Reminder: There must be 1:1 Alignment between the MICIP Platform and the Partnership Agreement Targets/Benchmarks. The team should conduct an internal review.
- PA-Benchmark/MICIP-ITM Alignment and Data Object:

Other MDE Communications:

- Grow Your Own/Section 27b Update
 - May 1, 2024 - email from OEE sent to OEE's list of contacts for districts with schools indexed for support (SIS) regarding the opening of the GEMS/MARS application window for the dedicated round of 27b Grow Your Own (GYO) grants. Note that the application window is open and closes Wednesday, June 5, 2024. VERY IMPORTANT: ONLY USE THE APPLICATION TITLED "GROUP 1."
- Use the application information provided in Phil's email to support the successful application for all SIS districts, including making sure they see the "How To Apply" information provided at the end of his email.
- 27b GYO School Staff Dedicated Round Overview PPT
- Dedicated Round GYO Grant Application Guide
 - Provides more specific information about how to assist districts in getting information together for their application, and then making a successful application on the GEMS/MARS system.
- Program Guide for GYO
 - A starting point for understanding what the GYO grant is, its purpose, what it can pay for, and how to plan for the administration of a GYO program at a local district which would benefit staff members working at schools indexed for support.
- GYO Grantee Schools Among PAL Assisted Districts
 - Current partnership district grantees from the previous two rounds; can help orient the PALs to begin the process of supporting those GYO conversations.
- 27b GYO Grant Recipients Master List
 - Current grantees from the previous two rounds.

Teachers

- Professional Development for all teachers- In progress.
- Tri-County Culturally Responsive Mathematics Summer Institute by WISD - June 17 to 27, 2024.
- Annual Teachers Survey – May 31, 2024

Students and Programs

- Math Competition on May 29, 2024.
- Tri-County Culturally Responsive Mathematics Summer Institute by WISD - June 17 to 27, 2024.
- Annual Student Survey- May 31, 2024. Grand Valley University- Honors college stem program- HS- June 24 to June 28, 2024.
- School Volleyball Tournament on June 4th and June 5th, 2024
- Field Day June 11, 2024- Whole school event with outdoor activities for all grade levels.
- Multicultural Day on June 7, 2024- Visitor from WISD Heather Holshoe.
- Award ceremony Day on June 13, 2024
- Graduation ceremony on June 14, 2024.

Parents

- Food Gatherers, 3rd Tuesday of the Month- in progress.
- Annual Parent Survey – May 31, 2024.
- Robocalls, emails, and texts as and when needed.

B. Administrative Report – UMC

Epicenter

All documents have been submitted as required.

June 2024		Due Date	Due Submitted
Board Agenda – June (5 Business Days Before Meeting)		6/13	6/12
Measures of Academic Progress (MAP/NWEA)		6/14	5/28
2024-2025 Board Meeting Calendar		6/21	5/24
Registry of Educational Personnel (REP) Confirmation		6/21	6/17
Budget-Amendment (or final Budget) for 2023-2024		6/21	
School Infrastructure Database (SID)		6/21	
Emergency Drill Log		6/21	5/21
Playground Inspection Log		6/21	6/12
Confirmation of submission of MEIS/MSDS End of Year DS4061		6/21	
Satisfaction Survey Results		6/21	6/12
Certificate of Insurance		6/21	
Health Department or Food Service Permit		6/21	4/30
Budget Approved for 2024-2025		6/28	
Proposed Board Minutes & Attachments – June (8 Business Days After Approved)		7/2	
Approved Board Minutes & Attachments – May (5 Business Days After Approved)		6/28	6/21
Budget Hearing Posting for Actual Budget (5 Business Days Before Meeting)		6/13	5/24
Budget Hearing Agenda for 2023-2024 Budget (5 Business Days Before Meeting)		6/13	5/24
July 2024		Due Date	Date Submitted
Board Agenda – July (5 Business Days Before Meeting)		7/11	
Organizational Board Agenda (5 Business Days Before Meeting)		7/11	
State Aid Note Program Requirements		7/14	
DS-4168 Report of Actual Days and Clock Hours of Pupil Instruction		7/14	
Asbestos 3 Year Inspection (initial and re-inspections every three years – if needed)		7/28	
Fourth Quarterly Financial Statement from 2023-2024		7/28	
Lease Renewal Certification		7/28	
Management Contract – New Amendments or Renewals		7/28	
Elevator Inspection		7/28	
Broiler Inspection		7/28	
Cardiac Emergency Response Plan (updated plans)		7/28	
Services (transportation, maintenance service, etc.) Contracts		7/28	
PSA Board Member Annual Conflict of Interest Disclosure		7/28	
Matriculation Agreements		7/28	
Board Member Roster		7/28	
Organizational Meeting Proposed Minutes & Attachments (8 Business Days After Approved)		7/30	
Proposed Board Minutes & Attachments – July (8 Business Days After Approved)		7/30	
Approved Board Minutes & Attachments-June (5 Business Days After Approved)		7/25	

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	\$39,617.46	\$39,617.46	Deposited
Title IA	\$	\$	
Title IIA	\$	\$	
Title IIIEL	\$	\$	
Title III IMM	\$	\$	

General Fund Purchase Order Expenditures

General Fund Purchases	\$ 99,660.00
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$274,173.79	\$20,256.55

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$232,250.50

Insurance

Name	Date Paid
Health Insurance	6/26/2024
General Liability / Bus Insurance	6/20/2024
Workman's Compensation	6/23/2024

Financial Audits

Name of Audit	Date Occurring
NA	NA

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.

6:20 break out for Budget Meeting.

D. IT Report

- Repairing Chromebooks
- Repairing Teacher Chromebooks. Purchased a part to test with.
- Updated all Wireless Access points
- Updated Server
- Computer turn in. We have about 90% of student that have returned their device. Some in the HS kept theirs for the program they are doing with the teachers.
- About 25 computers came back either shattered screen or broken keyboards. One was held together by tape and Band-Aids.
- Teachers' computers will be collected after summer school so that I can clean and update them.
- Placed order for the additional devices.
- Received 85 new cases for next year. Would love to purchase more. I believe we should put the option out there for students that want a new one to purchase one. Some of these came back severely damaged. BUT it helps keep the computers from being damaged.

VII. CAO Report

- A. None

VIII. Public Comments

- A. None

IX. Board Comments

- A. None

X. Scheduled New Business

- A. 2024-2025 State Aid Note
 - a. Completing Phase I
- B. Attendance Policy
 - a. A motion was made by Richard DeBacker that the Attendance Policy be adopted as presented and second by Charlotte Henderson. The motion passes unanimously.
- C. Academy Building
 - a. Working on getting permits and approvals.
- D. Reappointment of Board Member
 - a. A motion was made by Richard DeBacker that Charlotte Henderson be reappointed to the Board of Directors and second by Dr. Khalil Samaha. The motion passes unanimously.

XI. Extended Comments

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

XII. Confirmation of Next Meeting

- A. July 18, 2024

XIII. Adjournment

Charlotte Henderson made a motion to adjourn Richard DeBacker second. Meeting adjourned at 6:46 p.m.

Minutes respectfully submitted,

Angela T. Luck
Recording Secretary

7/18/2024
Date

Approved by the Board of Directors at its July 18, 2024 meeting.

Hoss Shadahi
Board Secretary

7/18/24
Date