

Multicultural Academy Board of Directors

Approved Meeting Minutes

Date: May 23, 2024

Time: 6:00 pm

**APPROVED**  
Date 6/20/2024

**I. Meeting Called to Order**

The meeting was called to order at 6:08 pm

**II. Roll Call**

Present:

Dr. Khalil Samaha - President  
Richard DeBacker - Vice President  
Charlotte Henderson-Treasurer  
Hana Shalabi - Secretary

Excused Absence:

Dr. Mariam Faied - Director

Also Present:

Terry Farha - UMC  
Angie Luck - UMC  
Mohana Mukherjee Das - MA  
Steve Scheel - Marcum LLP

**III. Approval of Agenda**

A motion was made by Hana Shalabi second by Richard DeBacker that the agenda for the May 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 April 18, 2024 Regular Board Meeting second by Hana Shalabi. The motion passed unanimously.

**V. Correspondence**

A. None

**VI. Reporting**

A. Principal's Report

District Updates

- Current Enrollment-307
- Staff Update - Added 2 new para's
- District Celebrations
  - MICIP plan 1-1 aligned
  - March is Reading Month
  - Arabic Spelling Bee 1st place-English speaking student, 2nd place-Afghan speaking student, 3rd place-Arabic speaking student
  - Arab American Heritage Month
  - Grant proposal with U of M
  - MI MTSS-Tim Davis MDE pilot program for identifying student data trends in a data hub and connection to resources MI Data Hub-Team - What is MI Data Hub? - Home
  - EWIMS-Doing all components led to MI MTSS connection
  - Planning to build onto the building for 11th grade to put HS on the second floor
  - Hired a school psychologist (as needed basis)
- District Challenges and/or Barriers
  - Grow Your Own won't show up in GEMS for Terry-Cassandra will connect them with someone for support
  - Planning to build onto the building for 11th grade to put HS on the second floor
  - Newcomer program needing more support for flexible entry and re-entry of programming

**WISD Updates**

- Math Showcase May 23rd Walsh College -transportation assistance available (MA teams EW signed up)4<sup>th</sup> annual Tri-County Culturally Responsive Mathematics Summer Institute,
  - June 17 - June 28, 2024, from 9:00 am - 3:00 pm. The summer institute, allows high school students, teachers, and pre-service teachers to collaborate to revise and create culturally responsive mathematics lessons. The institute is virtual, and teachers and students are paid stipends for their participation. We are seeking middle and high school math teachers, and students in grades 8-12. Students can have any level of math proficiency.

**Teachers**

- Professional Development for all teachers- In progress.
- Teachers and Administrators Appreciation Week May 6th to May 10, 2024.
- Progress Report sent out on May 24<sup>th</sup>, 2024.

**Students and Programs**

- Air-Zoo Aerospace and Science Museum, Kalamazoo field trip MS/HS on May 2, 2024.
- HBCU Pathway Day at Washtenaw Community College- Grade 10 on May 3, 2024.
- University of Michigan Collaborated Science Experiments for Grades 7-10- May 6, 2024.
- NWEA Testing for Grade KG to Grade 10- May 6th to May 17, 2024 (see attached).
- Treetops Collective Proposal Recap for Refugee Girls in Grades 9 and 10 twice a month.
- Henry Ford Museum field trip for Grade 5 and Grade 6 on May 16, 2024.
- M STEP Window closed on May 17, 2024.
- NWEA Window closed on May 20, 2024.
- Meaningful Mathematics and Stem Showcase at Walsh College for MS/HS on May 23, 2024.
- Upcoming year-end whole-school events
  - Mathematics Competition on May 29, 2024.
    - Four teams from MA attended.
  - School Volleyball Day on May 30, 2024.
  - Multicultural Day on June 7, 2024.
  - Award ceremony Day on June 13, 2024.
  - Graduation ceremony on June 14, 2024.

**Parents**

- Food Gatherers, 3<sup>rd</sup> 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.

May 2024	Due Date	Date Submitted
Board Agenda – May (5 Business Days Before Meeting)	5/16	5/17
Enrollment Lottery Description and Results, if conducted	5/24	4/30
Board Member Application Documents for July Appointment(s)	5/31	4/22
Board Member Nomination for July Appointment(s)	5/31	5/23
Proposed Board Minutes & Attachments-May (8 Business Days After Approved)	6/4	
Approved Board Minutes & Attachments – April (5 Business Days After Approved)	5/30	
June 2024	Due Date	Due Date
Board Agenda – June (5 Business Days Before Meeting)	6/13	
Measures of Academic Progress (MAP/NWEA)	6/14	
2024-2025 Board Meeting Calendar	6/21	
Registry of Educational Personnel (REP) Confirmation	6/21	
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	
Confirmation of submission of MEIS/MSDS End of Year DS4061	6/21	
Satisfaction Survey Results	6/21	
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)	6/13	
Budget Hearing Posting for Actual Budget (5 Business Days Before Meeting)	6/13	
Budget Hearing Agenda for 2023-2024 Budget (5 Business Days Before Meeting)	6/13	
Budget Hearing Minutes for 2023-2024 Budget (5 Business Days After Approved)	6/13	

**Purchase Orders**

Meetings took place with Macrum LLP to review all purchase orders and payroll.

**Grants Expenditure**

Grant Name	Expenditures	Revenue	Current/Pending
MDE Breakfast / Lunch	\$30,833.57	\$30,833.57	Deposited
Title IA	\$16,396.52	\$16,396.52	Deposited
Title II A	\$900.00	\$900.00	Deposited
Title III EL	\$17,329.00	\$17,329.00	Deposited
Title IV	\$1,764.86	\$1,764.86	Deposited
RAG Grant	\$26,360.10	\$26,360.10	Deposited
ACT 18 Payment 4th	\$3,916.00	\$3,916.00	Deposited
Misc. MS/HS Field Trip	\$375.00	\$375.00	Deposited
Misc. School Lunch Assistance	\$204.42	\$204.42	Deposited

**General Fund Purchase Order Expenditures**

General Fund Purchases	\$ 115,583.00
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**Dated Bank Statements on Cash Flow / Payroll Escrow**

Cash Flow	Payroll Escrow
\$250,528.16	\$107,250.00

**Payable / Receivable Accounts**

Pending Amounts Account Payable	Pending Amounts Account Receivable
NA	\$228,600.00

**Insurance**

Name	Date Paid
Health Insurance	5/26/2024
General Liability / Bus Insurance	5/20/2024
Workman's Compensation	5/23/2024

**Financial Audits**

Name of Audit	Date Occurring
End of Year	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.

**D. IT Report**

- a. No report given.

**VII. CAO Report**

- A. None

**VIII. Public Comments**

- A. None

**IX. Board Comments**

- A. None

**X. Scheduled New Business**

- A. Student Enrollment
  - a. 307 as of today. More students are registering.
- B. Summer School
  - a. Will be sending letters to parents next week.
- C. Reappointment of Board Members
  - a. Waiting to hear back from BMCC.
- D. 2024-2025 State Aid Note
  - a. A motion was made by Dr. Khalil Samaha that the Issuance of Note in Anticipation of State School Aid be adopted as presented and second by Richard DeBacker. The motion passes unanimously.
- E. 2024-2025 Board Calendar
  - a. A motion was made by Richard DeBacker that the 2024-2025 Board Meeting Calendar be adopted as presented and second by Charlotte Henderson. The motion passes unanimously.
- F. Playground
  - a. Will be inspected and see if repair or replacement is needed.
- G. Restroom Repairs
  - a. Repairs have been made and doors will be replaced in the summer.

H. Landscaping

- a. Mulch and weed pulling have been done.

I. Building

- a. Looking at an addition on the Middle School / High School side of the building. This will accommodate the growth of the school.

XI. Extended Comments

A. Public

- a. None

B. Board Members

- a. Requesting a budget to hold a celebration for the 8<sup>th</sup> graders.

XII. Confirmation of Next Meeting

- A. June 20, 2024

XIII. Adjournment

Richard DeBacker made a motion to adjourn Charlotte Henderson second. Meeting adjourned at 6:56 p.m.

Minutes respectfully submitted,

Angela T. Sack  
Recording Secretary

6/20/2024  
Date

Approved by the Board of Directors at its June 20, 2024 meeting.

[Signature]  
Board Secretary

6/20/2024  
Date