

Multicultural Academy Board of Directors
Regular Meeting Minutes and Organizational Meeting

July 24, 2014

6:00 pm

APPROVED
Date 8-21-14

Meeting Called to Order

The meeting was called to order at 6:00 p. m. at 5550 Platt Road, Ann Arbor.

II. Roll Call

Present:

Dr. Samaha-President

Jeff Jones-Treasurer

Shafik Khalil-Vice President

Richard DeBacker-Secretary

Ammar Hamamy-Director

Also Present:

LaTasha Mitchell-Board Recorder

Terry Farha-UMC

Pat Eggleston-Principal

Mark Nezich-Bay Mills

Brian O'Riley-Croskey & Lanni

Approval of Agenda

A motion was made by Richard DeBacker and second by Jeff Jones that the agendas for the regular and organizational meeting be approved.

approved. Motion passed unanimously.

III. Approval of Minutes

A motion was made by Jeff Jones, and second by Richard DeBacker to approve the June 19, 2014 Regular meeting minutes. The motion passed unanimously.

A motion was made by Richard DeBacker and second by Jeff Jones to approve the budget hearing minutes. The motion passed unanimously.

Organizational Meeting

The organizational meeting was called to order.

Jeff Jones made a motion to declare all offices vacant, second by Shafik Khalil.

A motion was made by Richard DeBacker to keep all offices the same as they are.

The offices are as follows:

President: Dr. Khalil Samaha

Vice President: Shafik Khalil

Treasurer: Jeffery Jones

Director: Ammar Hamamy

Organizational Operation

- Identification of Financial Institution: Comerica Bank
- Identification of Newspaper of Record: Ann Arbor News
- Designation of Places for Board Postings: Multicultural Academy: Front Door
- Approval of Legal Counsel: Dickerson Wright
- Approval of Auditor: Maner Costerisan

Organizational Meeting adjourned.

Regular Board Meeting continued.

IV. Correspondence

None.

Reporting

A. UMC Report

Epicenter

All documents have been submitted as required.

Purchase Order

Discussions took place with Crosky & Lanni to review all purchase orders and payroll.

UMC

Building Administrator has been hired.

Technology Director has been hired.

Ad has been posted for Arabic Teacher.

Working with building administrator.

Reviewing all contracts and making contact with vendors for the 2014-2015 school years.

Child and Parent Food Care Program

Spring Board Policy Updates

| July | Due Date | Date Submitted |
|-----------------------------------------------------------------------------|----------|----------------|
| Board Agenda - July (5 Business Days Before Meeting) | 7/19 | 7/16 |
| DS-4168 Report of Actual Days and Clock Hours of Pupil Instruction | 7/15 | 6/19 |
| School Calendar | 7/15 | 7/11 |
| Board Calendar | 7/31 | 6/20 |
| Budget Details Posted to Website-Certificate of Completion | 7/31 | 7/1 |
| Quarterly Financial Statements – 4th | 7/31 | 7/21 |
| Organizational Meeting Minutes & Attachments (5 days after approved) | 7/31 | |
| Proposed Board Minutes & Attachments- July (8 Business Days After Approved) | 8/1 | |
| Approved Board Minutes & Attachments – June (5 Days After Approved) | 7/29 | |

| August | Due Date | Date Submitted |
|-------------------------------------------------------|----------|----------------|
| Board Agenda - August (5 Business Days Before Meeting | 8/14 | |
| 2013-2014 School Report Card | 8/31 | |
| CIMS Determination Report for 2013-2014 | 8/31 | |
| MME Test Results and Analysis | 8/31 | |

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| Proposed Board Minutes & Attachments- August (8 Business Days After Approved) | 8/28 | |
| Approved Board Minutes & Attachments – July (5 Days After Approved) | 8/28 | |
| September | Due Date | Date Submitted |
| Board Agenda - September (5 Business Days Before Meeting) | | |
| Employee Handbook | 9/1 | |
| Annual Education Report, with dated Notice to Public, dated Posting to Website with Local Cover Letter | 9/3 | |
| SE 4096 Special Education Actual Cost Report | 9/30 | |
| Playground Safety Training for Staff, Rules, Agenda, Attendance | 9/30 | |
| Certified Teacher Warranty | 9/30 | |
| Teacher Evaluation Warranty | 9/30 | |
| Proposed Board Minutes & Attachments- September (8 Business Days After Approved) | 10/2 | |
| Approved Board Minutes & Attachments – August (5 Days After Approved) | 10/2 | |

Principal's Report

- **Enrollment:**

Reenrolled: 161 Students
 Newly Enrolled Students: 39 Students

Total Students 200 Students

New students will be assessed using NWEA to determine placement

- **Recruitment Strategies**

During the past week we focused on recruiting students at the following locations:

- Ann Arbor Art Fair
- Farmer's Market, Pittsfield Township
- Farmer's Market, Ypsilanti
- Apartment Complexes
- Day Care Centers
- Walmart
- Local strip malls
- Ypsilanti Chamber of Commerce

Upcoming: Ypsilanti Heritage Festival *Friday, August 15th through Sunday, August 17th*

Hosting our Parent Orientation/Open House on *Tuesday, August 26th*

Introduction and welcoming letters have been mailed to all new and returning families.

- **Professional Development**

- Teachers and staff will participate in a series of workshops, seminars and team building *Monday, August 18th through Friday, August 29th*.

Our Academy goals for the 2014/2015 school year include:

- Bridging our achievement gap
- Increasing student achievement in all subject and grade levels
- Improving our school culture
- Increasing parental involvement

Examples of our professional development topics include:

- Data analysis of MEAP and NWEA data
- Multiage Classrooms
- Curriculum Crafter (Grades 6 – 8)
- Core of Knowledge (Grades K – 5)
- Marzano's 9 Higher Level Thinking
- PBIS
- RTI
- Title 1
- Compass Learning
- Center – Based and Blended Learning

- **Individual Meetings with Staff**

Scheduled individual meetings with staff to discuss plans for the upcoming school year.

- **Reviewed Data and Current use of Curriculum and Resources**

MEAP and NWEA data was reviewed to determine strengths and weaknesses and to identify targets that will increase our overall student achievement.

Curriculum and resources are being aligned with Common Core Standards to close the achievement gap

- **Technology**

We now have a Director of Technology who is assessing our environment and is purchasing a new server. Our Director will be included in our committee to update our Technology Plan.

- **Summer School**

The Academy's Summer School will end on **Wednesday, July 30th**. Students will be assessed using NWEA to determine placement for the upcoming school year.

V. Financial Report

The financial report was lead in review by Brian O'Riley and approved by the board approved as is.

VI. CAO Report

The CAO inquired as to whether there would be an afterschool tutoring program in place for the 2014-2015 school year. The school leader informed the board that there would be afterschool tutoring.

VII. Public Comments

None.

VIII. Board Comments

None.

IX. Scheduled/ New Business

1. Confirmation of Board Members

Oath of Office

Shafik Khalil took the oath of office and was sworn in as an MA board member. Richard DeBacker also took the oath of office and was sworn in as a MA board member.

2. Principal appointment

Patricia Eggleston was appointed as the MA Principal.

3. Building Maintenance: We will be re- flooring the area in the middle school.

The board has collected bids for this project. We will also be installing door stoppers behind the doors in the building to prevent damage. Painting will be done as well, other renovations will take place as needed.

3. IT Contract

Tami Phelps has been appointed as the Director of Technology.

4. Enrollment Committee

The enrollment committee is involved in several recruitment strategies.

6. Mission Statement: Pat Eggleston will lead a committee in rewriting the mission.

7. Academy Vision: Pat Eggleston will lead a committee in rewriting the vision.

8. Staff Handbook: This will be updated

9. Spring Board Policy: The Spring Board Policy was reviewed and approved by the board.

- Confirmation of Next Meeting

August 21, 2014 at 6:00pm

1. Adjournment


Rick DeBacker made a motion to adjourn. Shafik Khalikl second.

Proposed minutes respectfully submitted,


Recording Secretary

Date: 8-21-14

Approved by the Board of Directors at its August 21, 2014 meeting.


Board Secretary

8/21/14
Date