

APPROVED
Date 9-20-2018

Multicultural Academy Board of Directors
Regular Meeting Minutes
Date: August 23, 2018
Time: 6:00 pm

I. Meeting Called to Order

The meeting was called to order at 6:06 pm at 5550 Platt Road, Ann Arbor.

II. Roll Call

Present:

Dr. Samaha-President
Dr. Robert McTyre – Vice President
Richard DeBacker-Secretary

Excused Absence:

Jeffery Jones – Treasurer

Absence:

Shafic Khalil – Director

Also Present:

Angie Luck – UMC
Mike Braden - GSRP

III. Approval of Agenda

A motion was made by Richard DeBacker and second by Robert McTyre that the agenda for the August 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 July Organizational Meeting and Regular Board Meeting and second by Robert McTyre. The motion passed unanimously.

V. Correspondence

A. None

VI. Reporting

A. Principal's Report

Staff

- Staff will report to school on the 20th of August.
- August PD training has been prepared.
- Staff orientation meeting has been prepared.
- 2018 -2019 PD calendar has been prepared.
- Some interviews have been conducted to hire new staff members.
- All necessary documents for the staff have been prepared and will be shared with them on the orientation day that is August 20.
- A welcome letter has been sent to all staff members.
- Staff will have enough time to work in their classrooms and to be ready to receive students and teach.

Students

- Summer program was over on the second of August.
- All necessary documents for the students have been prepared such as the reward policy, the behavior policy and other important documents.
- Students will report to school on the 4th of September.
- All Fire Drills, Tornado drills and Lock Down drills have been prepared as well as the Emergency Calendar.
- School schedule has been prepared as well as the Friday schedule.

- All classrooms have been cleaned and prepared for the students.
- A 9th grade classroom has been added.

Parents

- A welcome letter has been prepared and sent to all parents.
- Parent Orientation Day will be on the 27th of August.
- A PTC committee will be elected on the 27th of August.
- A parent involvement calendar has been prepared to be communicated with parents.
- A parent involvement strategy has been edited to be implemented this year.

B. Administrative Report – UMC

Epicenter

All documents have been submitted as required.

August		
	Date Due	Posted Date
Board Agenda– August (5 Business Days Before Meeting)	8/16	8/13
Matriculation Agreements	8/15	7/30
School Contact List*	8/30	8/2
MME and M-STEP Test Results and Analysis*	8/30	
Employee Handbook	8/31	8/21
Proposed Board Minutes & Attachments- August (8 Business Days After Approved)	9/4	
Approved Board Minutes & Attachments – July (5 Business Days After Approved)	8/30	
Organizational Meeting Approved Minutes & Attachments(5 Business Days After Approved)	8/30	
September		
	Due Date	Posted Date
Board Agenda – September (5 Business Days Before Meeting)		
2018-2019 NWEA or Scantron Testing Schedule – Fall	9/7	
Emergency Drill Day Schedule	9/17	8/20
MEGS Right to Prayer Certification	9/17	
MEGS Constitution Day Certification	9/17	
SE 4096 Special Education Actual Cost Report	9/28	
Playground Safety Training for Staff – Rules, Agenda, Attendance	9/28	
Teacher and Administrator Evaluation and Employee Certification Warranty	9/28	
Technology Protection Measures and Internet Safety Policy	9/28	
Anti-Bullying/Cyber – Bullying Policy	9/28	
Testing Login Information	9/28	
Transparency Requirements on website/Mitten–Certificate of Completion	9/28	
Proposed Board Minutes & Attachments – Sept. (8 Business Days after Approved)		
Approved Board Minutes & Attachments – Aug. (5 Business Days After Approved)		

Purchase Orders

Meetings took place with Crosky & Lanni to review all purchase orders and payroll along with updates for GSRP reporting.

HR/MA Personnel Changes

Interviewing for 3rd, 4th, 5th, and MS/HS Science.

Grants Expenditure

Grant Name	Expenditures	Revenue	Current/Pending
GSRP	\$6,284.37/\$8,138.99	\$6,284.37/\$8,138.99	Deposited
MA Breakfast / Lunch	\$	\$0	
MDE Breakfast / Lunch	\$	\$	
Title IA	\$	\$	
Title IIA	\$	\$	
Title IIIIE	\$	\$	
Title III IMM	\$	\$	
Title IV	\$	\$	
CAFCP	\$89.60	\$89.60	Deposited
IDEA	\$8,602.00	\$8,602.00	Deposited

General Fund Purchase Order Expenditures

General Fund Purchases	\$21,075.00
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Dated Bank Statements on Cash Flow / Payroll Escrow

Cash Flow	Payroll Escrow
\$15,832.67	\$1,207.00

Payable / Receivable Accounts

Pending Amounts Account Payable	Pending Amounts Account Receivable
\$254,290.42	\$107,000.00
	\$400,000.00 Sept 6, 2018 State Aid Note

Insurance

Name	Date Paid
Health Insurance	8/17/2018
Life Insurance	8/17/2018
General Liability / Bus Insurance	8/15/2018
Workman's Compensation	Paid in Full

Financial Audits

Name of Audit	Date Occurring
NA	NA

- C. Financial Report
- D. GSRP Report
 - Program/Parents Relations
 - GSRP Eligibility Selection concludes August 15 for 201-250% FPL families and September 1 for children with 9/2 - 12/1 birth dates.
 - 15 Eligible Applications complete. 1 interest form awaiting response from Parent/Guardian(s) for application appointment.
 - MI Child Care License renewal information arrives August 2018. Renewal preparation in process.
 - Events
 - GSRP calendar for 2018-19 school year is updated and complete.
 - Staff (Mike Braden, Kathryn Gregg) scheduled to attend WISD Early Childhood Conference August 23, 24. CPR/First Aid Training August 29.
 - 1st Home Visits September 4-6.
 - Family Classroom Visit Day September 7 at 9:00-11:00
 - First day of school for GSRP children September, 10, 2018.
 - Building Safety and Security
 - Financial
 - July 2018 Reimbursements submitted.
- E. Technology Report

IX. Financial Report

A copy of The Monthly Financial Report was provided to the board for review. The board accepted the financial report and as is.

X. CAO Report

- A. MB Bank contributions include 125 monitors and keyboards with necessary attachments. Expecting a similar number of laptops once the data is cleared from them.
- B. A memo will be sent to all Board Members, UMC staff, and all members that are required to attend meeting.

XI. Public Comments

- A. None

XII. Board Comments

- A. Dr. McTyre discussed the Policies Prohibiting Weapons on School Property that are Upheld by the Michigan Supreme Court

XIII. Scheduled/ New Business

- A. 2018 Spring Board Policy Updates
 - a. Richard DeBacker made a motion to approve the 2018 Spring Board Policy Updates and Robert McTyre second. The board approved unanimously.
- B. 2018-2019 Involvement
 - a. 191 currently enrolled

XIII. Extended Comments

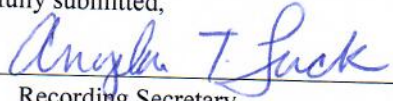
- A. Public
 - a. None
- B. Board members
 - a. None

XV. Confirmation of Next Meeting

September 20, 2018 at 6:00 pm

XVI. Adjournment

Robert McTyre made a motion to adjourn Richard DeBacker second. Meeting adjourned at 6:44 p.m.
Minutes respectfully submitted,

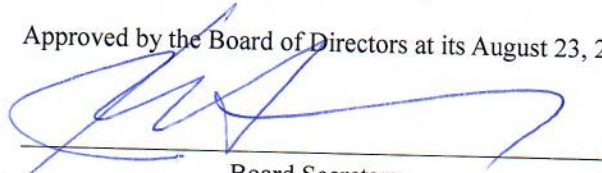


Recording Secretary



Date

Approved by the Board of Directors at its August 23, 2018 meeting.



Board Secretary



Date