

Multicultural Academy Board of Directors  
Regular Meeting Minutes  
October 24, 2013 6:00 pm

I. Meeting Call 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  
Richard DeBacker-Secretary  
Ammar Hamamy-Director

Also Present:

LaTasha Mitchell-Board Recorder  
Angie Luck-UMC  
Terry Farha-UMC  
Mark Nezych-BMCC

Absent Excused:

Randa Furrha-Principal  
Shafik Khalil-Vice President  
Jeff Jones-Treasurer

Approval of Agenda

A motion was made by Rick DeBacker and second by Ammar Hamamy that the agenda be approved. Motion passed unanimously.

III. Approval of Minutes

A motion was made by Rick DeBacker, and second by Ammar Hamamy to approve the September 26, 2013 Regular Meeting Minutes. The motion passed unanimously.

#### IV. Correspondence

-Plan for Improvement: A Plan of Improvement was required to be completed by the Academy school leader due to the Academy receiving low scores. Julie Hopper sent a letter to the board stating that BMCC had received the plan and that it was satisfactory.

Seat Time Waiver: A letter was sent to the board from Dr. Pat Shannon of BMCC concerning the seat time waiver. If any changes are made to the curriculum the charter should be amended.

#### Reporting

##### A. UMC Report

(See Angie's Report)

##### B. Principal's Report

#### **Professional Development:**

- Weekly staff meetings – Reviewed and covered the school improvement plan, Bay Mills Grant, math night, and lesson plans.

#### **MDE/MEGS/Bay Mills accreditation:**

- Completed MEAP testing

#### **Student achievement/Progress reports:**

- K-5 Students were grouped by their readiness and

#### **Curriculum Development**

EMU Education Department faculty and their students are working side by side with our teachers and students . They are working to improve the curriculum and its delivery. They are also mentoring our teachers.

#### **HS Advisor**

- Field Trip to Ann Arbor Public Library to learn how to use Brainfuse Live Homework Help.
  - Live tutors are available from 2-11 pm every day to teach students in the subject areas of Math, English, Science, and Social Studies.
- Based on performance data (amount of work completed by students), smaller groups were needed.
- Parent conferences were held regarding the performance of their child.
- Parent e-mail addresses and contact information was gathered and updated in Powerschool.
- Students are now assigned a specific day to attend class each week. If additional help is needed they are required to call or e-mail to set-up a time/day. This allows us time to have staff available in subject areas that the student needs additional help in.
- Weekly contact is made with the on-line staff to see if students are on track.
- Community Service has been set-up for October 26<sup>th</sup> at Murray Recreation Center from noon to 4:00 pm

**Title I Coordinator is working on the following items:**

- Training the 31a and Title staff on RTI

**ELL Teacher is working on the following items:**

- Continued working with ELL students individually and in small groups.
- Continued working on English skills with Middle School students during Core Explorer.
- Attended the Special Populations conference on September 23 and 24.
- Has been administering MEAP in small groups for all ELLs per grade level.
- Maintained records for each ELL students, including contacting parents.

**Lead Teachers and Mentors are working on the following items:**

- Working with teachers on differentiation and classroom management.

**Administrative Assistant is working on the following items:**

- Continuing to serve as the disciplinarian for MA
- Positive Behavior Expectations: The month of October has been devoted to reinforcing school-wide expectations and the virtue of the month which is *fairness*. Leading PBIS committee which meets twice per month.
- Officer Ritchie Coleman presented the movie The Bully Project to MS students after the movie a Q&A was held.
- We have started our work with the State-wide anti-bullying project. A meeting was held with administration, Pittsfield Township, and MDCR to launch the program. Channel 7 Action News visited our school to do a news story on our involvement with the program. The first steering committee meeting will be held on 10/30/13 at 4:30pm.
- Our 2<sup>nd</sup> PBIS Celebration will be held on 10/31/13
- Working with Ritchie Coleman to bring Alice Training to our staff, schools across the county are currently participating in this training.
- Observing classroom behavior as needed.
- Meeting with teachers and parents to address student behavior.
- Working with transportation to establish routes, solve issues, handle discipline, and serve a liaison between parents and the department and meeting weekly with transportation department.
- Continuing to assist in the management of the front office as needed.

**Assistant Principal of Student Affairs Discipline is working on the following items:**

- Timely organization of Count Day paperwork.
- Communication with PRG in regards to substitute teachers.
- Continual observation of deep cleaning, repairs and or attention needed in school building. Communication with service people involved in any such projects.
- Continual attention to new hires, time sheets, current staff issues.
- Continual attention to attendance as it relates to exits and enters. This is in support of our daily numbers.
- Supervision/ planning of in school services (picture day, mobile dentist, vision/ hearing screening).
- Updating MCIR so as to be ready for November 1<sup>st</sup> report deadline.

**Pre-School updates:**

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**Items for the Board:**

- None

**Parent /community involvement and school events (Multicultural Academy Committee: MAC/PAC):**

- Math night October 24, 2013. Math night covered- math games and ways to help your child at home.

#### V. Financial Report

The monthly financial report was led in review by Brian O'Riley.

#### VI. CAO Report

Academy operations are going well.

#### VII. Public Comments

None.

#### VIII. Board Comments

None.

#### IX. Scheduled/ New Business

-Parking Project: The board has received three bids for the parking project for various amounts. A contractor has been selected; we will spread the total cost of the project over three years.

-Building Lease/5<sup>th</sup> Amendment: An amendment to the lease was made based on the parking project that is currently under way.

-MA/IT: The Academy is still seeking bids for IT services.

-Website: The maintenance of the website is being handled internally at the Academy.

-Budget Amendment: The Academy will work with Croskey Lanni on any accounting needs as well as the financial audit.

-Media: Chanel 7 Action aired a news story on the Academy. MA was selected as 1 of 3 schools in the state that will receive help in developing our anti-bullying programs.

-Enrollment: We have approximately 272 students in the school Pre-K through 12.

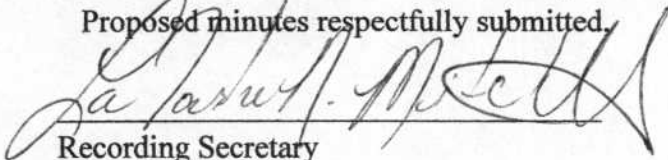
- Confirmation of Next Meeting

November 21, 2013 at 6:00pm

1. Adjournment

Richard DeBacker made a motion to adjourn. Ammar Hamamy second.

Proposed minutes respectfully submitted.



Recording Secretary

Date: 11/21/13

Approved by the Board of Directors at its Nov 21 2013 meeting.



Board Secretary

11/21/2013  
Date