

**APPROVED**  
**Date** 3-24-15

Multicultural Academy Board of Directors

Regular Meeting Minutes

February 19, 2015

6:00 pm

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

Shafik Khalil-Vice President

Richard DeBacker-Secretary

Jeff Jones-Treasurer

Absent/Excused:

Ammar Hamamy-Director

Also Present:

LaTasha Mitchell-Board Recorder

Terry Farha-UMC

Angie Luck-UMC

Yaser Farha-Public

Mark Nezych-Bay Mills

Steve Scheel-Croskey Lanni

- Strategies for at home learning; Compass Learning, PSA Resources etc.
- Title 1 Meeting
- Student Council Bake Sale
- Weather may have had an impact on attendance

***NWEA Update:***

- Winter NWEA Testing is complete and results have been calculated
- 73.3% gain in reading and an 84.1% gain in math over the fall assessment
- 53.3% of the students assessed in reading achieved their targeted growth
- 67% achieved their targeted growth in math
- 35% of our students are proficient in reading
- 22% of the students tested are proficient in math
- Final assessment in May

***WIDA Assessment:***

49 students will be assessed. All ELL Students in grades K - 8 will be assessed in the following areas:

- Listening
- Reading
- Writing
- Speaking

***M – STEP Information:***

- Replaces the MEAP Test
- Will be administered online and in classrooms in April
- Designed to assess higher-level thinking skills
- Portion taken online
- Contains multiple choice questions formatted for students to manipulate data and information
- There is a classroom activity
- There is an online performance task that combine essay-writing and problem-solving skills with real-world applications
- Teacher M – STEP Information Meeting held on *Wednesday, February 18<sup>th</sup>*

***Academic Interventions:***

- RTI utilize “Do the Math” during interventions
- Post- test will be given to assess to determine if students have moved forward

***Aftercare / ESL Afterschool Programs:***

Offer after school tutoring for ELL students and an Aftercare Program M – F.

***School Improvement:***

- SIT met on *Wednesday, February 12<sup>th</sup>*
- Continuing to work towards completing the Program Evaluation Tool
- Chose Compass Learning as the program to evaluate.

|   |      |  |
|---|------|--|
| Proposed Board Minutes & Attachments – March ( 8 Business Days After Approved)    | 3/27 |  |
| Approved Board Minutes & Attachments – February ( 5 Business Days After Approved) | 3/24 |  |

**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**

Still advertising for an Arabic teacher.

**Grants Expenditure**

| Grant Name        | Expenditures | Revenue             | Current/Pending          |
|-------------------|--------------|---------------------|--------------------------|
| GSRP              | \$12,288.60  | \$12,288.60         | Deposit                  |
| GSRP              | \$15,607.68  | \$15,607.68         | Pending                  |
| MA Lunch          | \$1903.00    | \$425.95            | Deposit                  |
| MDE Lunch         | \$9,712.56   | \$9712.56           | Deposit                  |
| Title IA          | \$4,177.00   | \$4177.00           | Deposit                  |
| Title IIA         | NA           | NA                  | NA                       |
| CAFCP             | \$1,440.30   | \$986.76 / \$453.54 | Deposit 2.4.15 / Pending |
| IDEA              | NA           | NA                  | NA                       |
| ACT 18            | NA           | NA                  | NA                       |
| Aftercare Program | \$180.00     | \$118.00            | Deposit                  |

**General Fund Purchase Order Expenditures**

|                        |             |
|------------------------|-------------|
| General Fund Purchases | \$80,528.00 |
|------------------------|-------------|

**Dated Bank Statements on Cash Flow / Payroll Escrow**

|             |                |
|-------------|----------------|
| Cash Flow   | Payroll Escrow |
| \$27,437.17 | \$3,028.50     |

**Payable / Receivable Accounts**

|                                 |                                    |
|---------------------------------|------------------------------------|
| Pending Amounts Account Payable | Pending Amounts Account Receivable |
| \$89,949.00                     | \$124,060.68                       |

- Alice Training
  - Training will take place at the school
  - Working on setting up a training date

### **Administrative Assistant**

- Re-enrollment
  - Letters being sent to parents
  - Tracking sheet will be used to track students
- Count Day
  - Will work with Tami and the teaching staff for training

### **Educational Reporting Solutions**

- Wiring is complete for the new wireless unit
- Count Day folders are put together for Monday training
- Will be at the building on Monday to take pictures for the new webpage

### **UMC**

- Best Practice
  - Angie, Steve, and Pat met to discuss and will have everything ready for the February 19<sup>th</sup> board meeting.
- Staff Evaluation / Merit Pay
  - Pat will review with staff at their next staff meeting
- Student Count
  - Training to take place Monday February 9, 2015
  - Count Day will take place on February 11, 2015
- Consolidated Application
  - Angie, Steve, and Pat met to revise and the amended application will be submitted by January 31, 2015.
- Title I / Response to Intervention staff
  - Meeting set for March 4, 2015 at 10:00 am
  - Discussion to include data and program changes for the 201-2016 school year
- Open Enrollment / Kindergarten Round-Up
  - Re-enrollment – February 3, 2015
    - Letter went home to families
    - School Messenger is being used to remind parents
  - Open enrollment- February 10<sup>th</sup>
    - Advertise on website and in paper
    - Open for 2 weeks
      - 1 late night per week
      - 1 Saturday
    - K-Round Up
      - Pat will speak with Peggy to see what has been done in the past
      - Will set-up a date

that the fix is still not there for us. We will continue to work out of TIENET and then have to back track the information into our PowerSchool. Currently TIENET is set up to only pull down from our PowerSchool so any changes or ieps that are done in TIENET must be manually inputted into PowerSchool.

## II. Technology

- E. We have been working a lot on the laptops and systems to get them up onto the new network. I had 3 guys come out and re-run the wire to the server for the wireless so that it will be ready when the part comes in. The lab has several computers where the cd does not work in them. I found the rubber bands have been removed. I found three external cd drives in the server room *in* a crate and will use them to update office and the operating system. have to go through my office again to see where I left off on machines because things were moved around. I will be using one tower that was currently being looked at for parts. I have started using another laptop as a partner also. Out of one very bad machine, I was able to create three good ones. I am also in the middle of creating a serial number spreadsheet.
- With the help of Microsoft, we have now been able to use the new systems key and software with great success I
- F. The old website has been kept up to date with the help of Angie supplying the transparency requirements. This is going to be an ongoing thing. We had three items that were not on the site and have since been completed. In the email from the state it stated that the budget transparency icon must be at a 150PXL X 150PXL. I have sent the flash back to the template people to rectify the size. It will be a cost absorbed by me. I came out on site and took several pictures of the students to use on our slider bar. I am currently waiting on the slider bar to come back to me and will continue to work on the new website as well as the old.
- G. We have had one iPad mini stolen and has since been recovered. I have had two laptops stolen since the start of the year. One teacher and one administrator. I have replaced the teacher's laptop.

1. WISD Early Childhood Specialist Cheryl Rivera is still working on the child's file. She will be finishing her audit on the files end of this month.
  2. Friday, 2/27/15 will be a training session for enrolling students next year in GSRP program. The new cut off for kindergarten 2015/2016 school year is 09/01/15. Children whose birthday do not meet the date can stay in GSRP for a 2<sup>nd</sup> year. We have 8 student out of 32 who birthday does not follow in the new kindergarten rules and will be staying in preschool.
  - 3.
- c. Building Safety and Security
  - d. Financial items invoiced and recovery dates for the month
    1. Invoices were turned in for January 16th. Check for carryover is 780.71 and \$15607.68 should be refunded.

#### VII. CAO Report

The CAO informed the board that a meeting was held with the Academy counsel and it was determined that an appraisal will be done to determine the worth of the building in the spring of 2015.

#### IX. Public Comments

None.

#### X. Board Comments

None.

#### X. Scheduled New Business

##### 1. Management ESP Contract

The board met with the management company regarding the Management ESP Contract. It was determined that the management company will operate at cost until 9/31/15. The Management Company will submit invoices to the board for approval. After 9/31/15 this may be renegotiated depending on operating conditions.

The Board agreed to amend the current Management ESP Contract and it will be forwarded to George Butler further to proceed to amend the contract after which the Management ESP contract will be sent to BMCC for non-disapproval.

- Confirmation of Next Meeting

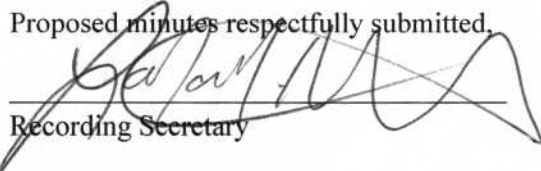
March 24, 2015 at 6:00pm

1. Adjournment

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

The motion passed unanimously.

Proposed minutes respectfully submitted.

  
Recording Secretary

Date: 3-24-15

Approved by the Board of Directors at its March 24, 2015 meeting.

  
Board Secretary

3/24/2015  
Date