

APPROVED
Date 11-20-14

Multicultural Academy Board of Directors

Regular Meeting Minutes

October 23, 2014

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

Ammar Hamamy-Director

Absent/Excused:

Jeff Jones-Treasurer

Also Present:

LaTasha Mitchell-Board Recorder

Pat Eggleston-Principal

Mark Nezich-Bay Mills

George Butler-Dickinson Wright Law Firm

Steve Scheel-Croskey Lanni

Dennis Theis- Maner Costerisan

Approval of Agenda

A motion was made by Shafik Khalil and second by Richard DeBacker that the agenda for the regular board meeting be approved.

The motion passed unanimously.

III. Approval of Minutes

A motion was made by Ammar Hamamy, and second by Richard DeBacker to approve the September 18, 2014 regular meeting minutes. The motion passed unanimously.

IV. Correspondence

- There was a suit filed against the Academy as a result of a student injury. The case has been settled out of court for a small amount. In addition there is no judgment against the school.
- The board received a letter from Pittsfield Charter Township Supervisor, Mandy Grewal in response to a written request to install a traffic light at the entrance of the school. The township is in support of this project and has forwarded the request to the Washtenaw County Road Commission. The board is currently waiting for a response from the WCRC and is anticipating that they will support the project as well.

Reporting

A. UMC Report

Epicenter

All documents have been submitted as required.

Purchase Order

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

Compliance Calendar

October	Due Date	Date Submitted
Board Agenda - October (5 Business Days Before Meeting)	10/9	10/2
Bloodborne Pathogens Training- LearnPort Documentation	10/1	9/22
Pest Control Compliance (See User's Manual for Details)	10/1	9/18
DS-4898 Preliminary Pupil Membership Count (during first 3 years of existence)	10/1	NA
Annual Nonprofit Corporation Update	10/1	9/18
MEGS Protective Eyewear Certification	10/1	8/18
MEGS Right to Prayer Certification	10/1	8/18
MEGS Constitution Day Certification	10/1	8/18
SE 4094 Transportation Expenditure Report (if required)	10/15	9/22
Certificate of Completion of Elevate 360 Fall Results	10/24	10/14
First Quarter Financial Statement	10/30	10/8
Proposed Board Minutes & Attachments- October (8 Business Days After Approved)	10/28	
Approved Board Minutes & Attachments – September (5 Days After	10/23	

November	Due Date	Date Submitted
Board Agenda - November (5 Business Days Before Meeting)	11/14	
Audited Financial Statement and Management Letter (include A133 if completed)	11/15	
FID Report to CEPI and BMCC (or as scheduled by MDE)	11/15	
MSDS Fall DS 4061, including MI-CIS for Special Education	11/15	
Board Member Application Documents for January Appointment(s)	11/30	NA
Board Member Nomination for January Appointment(s)	11/30	NA
Board's Response to Auditors Management Letter (if needed)	11/30	
Certificate of Completion for Elevate 360 MSDS File	11/30	
Proposed Board Minutes & Attachments- November (8 Business Days After Approved)	12/2	
Approved Board Minutes & Attachments – October (5 Days After Approved)	11/27	

Principal's Report

I. **NWEA Baseline Results**

MA NWEA results show high academic need in both Math and Reading

Approximately 55% of our students are non-proficient in both areas.

Average difference between the Target RIT Score and the Academy's RIT Score was ----14.4 during the Baseline Assessment

II. **Beat the NWEA Challenge**

Initiating the "Beat the NWEA Challenge" for all students in grades 2 – 8

Goal is to meet or exceed our Winter RIT Target Score

Posters NWEA Math and Reading RIT scores are posted in each classroom

We will provide rewards and recognition for students that meet the following goals:

- Largest gain over their baseline assessment in Math as well as Reading
- Highest score over their grade level RIT Target in Math as well as Reading
- Class with the largest gain over their baseline assessment in Math as well as Reading K – 5 & 6 – 8.
- Class with the largest increase over their grade level RIT in Math and Reading K– 5 & 6 – 8.
- Teacher with the largest gain over their grade level baseline assessment in Math as well as Reading
- Teacher with the largest gain over their grade level RIT in Math as well as Reading

III. **Academic Interventions**

RTI began *Monday, October 6th*

Groupings are based on results from NWEA data

Student achievement will be progressed monitored using an Individual Learning Plan

IV. **NWEA Information from Brimley**

Noted at leader's meeting at Brimley, that authorizers evaluating NWEA and Scantron also assess how schools reduce their achievement gap through student growth of 70%.

V. **Section 31A for at Risk Student Legislation**

Several restrictions have been lifted off allowable expenditures for 31A funded students

Goal is to ensure that students are proficient in reading by grade 3 and that high school students are career and college readiness by 11th grade

VI. **Handwriting without Tears**

Handwriting without Tears is our new handwriting program that was implemented this week

The program includes a component that teaches cursive writing

VII. **New Support Staff**

Our new school psychologist began on *Friday, October 10th*

We are anxious to welcome our new school social worker who will be starting *Wednesday, October 29th*

VIII. **Eastern Michigan University Student Field Experience**

Students in the School of Education at Eastern Michigan University have started their pre-student teaching assignments at the Academy under the direction of Dr. Finch and Dr. Harmon

Pre-student teachers have been assigned to classes in grades K – 5 Monday thru Thursday during *October, November and December*

IX. **Student Grade-Level Assemblies**

Our first assembly that is scheduled for *Friday, October 24th* will recognize students that met or exceeded their Baseline RIT score on the NWEA with an award

We will also introduce our "Beat the NWEA Challenge" to our students.

X. **Student Council Election**

Our Student Council Election was held on *Friday October 17th*

Students campaigned all week and gave their speeches on *Wednesday, October 15th*. 8th grader was nominated as officers

Grades 3 – 5 have representatives on student council

XI. **Multicultural Math Night**

Math Night sponsored by Mrs. Prouty, our 6- 8 Math teacher was held tonight

Please review the Math Night Schedule of Events for additional information

XII. **Special Recognition Awards**

Mrs. Mitchell will discuss our "Special Recognition Awards".

XIII. **Bay Mills Leaders Meeting**

My experience during the recent Leader's Conference in Brimley was very rewarding

- Round table discussions
- 31A Legislative changes
- School Transparency

V. Financial Report

The Financial report was led in review by Steve Scheel. The Academy has a lot of expenditures that are being incurred. Cash flow is however improving.

VI. CAO Report

CAO commented that there are several reasons for the decrease in the fund balance, one of them being a decrease in students which resulted from the elimination of the high school.

The CAO also stated that we will not approve the amended budget at the 10/23/14 board meeting. The will meet with George Butler to be advised on a course of action before approving an amended budget.

VII. Public Comments

None.

VIII. Board Comments

None.

IX. Scheduled/ New Business

1. Annual Financial Audit Report

The annual financial report was led in review by Dennis Theis of Maner Costerisan. The firm provided the board with a report on financial statements with required supplementary information. Each major fund, the financial statements of the governmental activities, and the aggregate remaining fund information of the Academy as of and for the year ended June 30, 2014 were audited. The purpose of the report was to describe the scope of their testing of internal controls and compliance.

2. IT Update-Tami Phelps: A Report was submitted by Tami Phelps, Director of Technology. The report summarized IT activity and updated the board on IT Projects currently underway at the Academy. Several tasks critical to the technological structure have been completed and several are in progress which include but are not limited to the following: the implementation of school messenger, a new school web page, time clock system, school-wide email accounts, a new server, and laptop carts. Additional IT needs and technology repair requests are also being resolved by the IT director and her team.

3. Grant Arabic Language: We are in the process of applying for a grant for the Arabic program.
4. Rent Plus GSRP: The GSRP annual budget included rent for the building for portion used for the building and a portion of the utilities. Multicultural Academy will invoice GSRP for the allocated amounts beginning October 1st.
5. Parking Completion: We are in the process of improving the parking lot. The board has established a time frame. It is projected that the lot will be complete in June of 2015.
6. Building Rent and Management fee: Dr. Samaha discussed with the board the impact of reduction in enrollment and consequently the reduction in state funds on the amount paid for the building lease and the management fee. Accordingly, the board asked Counsel Butler to re-draft the two relevant contracts considering the relevant allowances permitted by the charter contract and to secure BMCC non-objection. The new lease and ESP contract will take effect November 1, 2014. The board will resolve on this matter pending BMCC non-objection.
7. MA Mission and Vision: Multicultural Administration work on drafting a new mission and vision statement in November 2014.

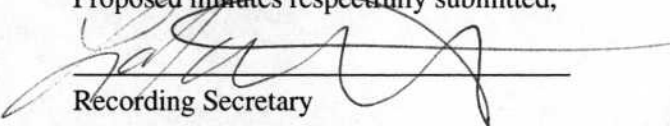
- Confirmation of Next Meeting

November 20, 2014 at 6:00pm

1. Adjournment

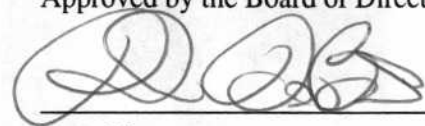
Rick DeBacker made a motion to adjourn. Shafik Khalil second.

Proposed minutes respectfully submitted,


Recording Secretary

Date: 11.20.14

Approved by the Board of Directors at its 11.20.2014 meeting.


Board Secretary

11/20/14
Date