

KEYS GRACE ACADEMY

Minutes of Regular Meeting of the Board of Directors held on Wednesday, November 1, 2017 at 7:00 p.m.

A meeting of the Board of Directors (the “Board”) of KEYS Grace Academy (“KEYS”) was held in the General Office of KEYS Grace Academy located at 27321 Hampden Street, Madison Heights, Michigan.

The following members of the Board (the “Attending Members”) attended the meeting and were present throughout:

Dr. Ramy Alosachie, Vice President
Mrs. Zainab Hazimi, Secretary
Farah Anoni, Trustee

Chris Kattola and Chris Sesi were not in attendance.

Also present for the entire meeting were Nathan Kalasho and Dr Zena Najor.

Call to order: Roll Call; Confirmation of Quorum; Waiver of Notice

Ramy called the meeting to order at 7:00 and roll call was taken.

Approval of Agenda and Meeting Minutes from Previous Board Meeting

Motion by Ramy and seconded by Zainab. Both the Agenda for the meeting and the minutes of the Meeting of the Board of Directors held on July 5, 2017 (copies of which had been provided to all of the members of the Board in advance of the meeting) were unanimously approved by the Attending Members.

Management Report (by Nathan Kalasho)

1. **Budget Update** – Management presented the board with the monthly accounts payable ledger
2. **Staffing Update**- nothing new to report
3. **Registration**- Fall Count is 443, a 55 student increase from last Fall Count.
4. **Audit** – Croskey Lanni is expected to present their review in front of the board at the next meeting.

Information Items

1. **Field Trips**- see: newsletter
2. **Teachers Lounge** – in use. Staff is grateful for the upgrades made to the room.
3. **Newsletter**- handed out to board members

4. **Election Day Change-** due to an expected high turnout, we will take the day off and allow the city to use the cafeteria, rather than the gym, which could potentially cause conflict with voters needing assistance. Oakland Schools was made aware of the change.

Action Items

None

Extended Public Comment

During the course of the meeting, there was no general public.

Comments from the Board

None of the Attending Members had any comments that had not already been expressed

Future Meetings and Adjournment

The next meeting is scheduled for November 29th at 7 p.m.

Ramy moved to adjourn the meeting at approximately 7:30 p.m. and Farah seconded the motion, which the Attending Members unanimously approved.

Respectfully submitted,

Zainab S. Hazimi
Recording Secretary

Attest: