

KEYS GRACE ACADEMY

Minutes of Regular Meeting of the Board of Directors held on Wednesday September 4, 2019 at 7:00 p.m.

A regular meeting of the Board of Directors (the “Board”) of KEYS Grace Academy (“KEYS”) was held in the Library 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
Zainab Hazimi
Matthew Sharrak
Hillary Sesi

Edward Bajoka was not in attendance.

Also present for the entire meeting was Dr. Zena Najor.

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

Dr. Alosachie called the meeting to order at 7:05 and roll call was taken.

Approval of Agenda and Meeting Minutes from Previous Board Meeting

Motion by Dr. Alosachie to approve the Agenda and to approve the meeting minutes of previous board meeting. The motion was seconded by Ms. Hazimi. Both the Agenda for the regular meeting and the Minutes of the Regular Meeting of the Board of Directors held on July 31 (copies of which had been provided to all of the members of the Board in advance of the meeting and uploaded to board site page) were unanimously approved by the Attending Members.

Management Report (by Dr. Zena Najor)

1. Business Update –

- a. Building- All changes done, except Middle School Reading Room, which will be done by the end of the month
- b. Food- Students are getting different items in order for us to get ideas of what’s more popular. All Lunches are served with salads. Students get to pick between 2-3 meals.
- c. Transportation- Taking some time adjusting routes, but transportation supervisor and staff have done a great job.

2. **Budget Update** –
 - a. 2019-20- Still no state aid budget. Numbers looking similar to last year
3. **Staffing Updates**
 - a. A personnel report was presented to the board with the following new additions: Middle School Writing Teacher, 4th grade para, K-1st Reading Specialist, 3rd Grade sub for maternity leave, and Sensory para.
4. **Enrollment Update**
 - a. 480 K-8 Students and 30 Pre-K students. We are confident that numbers will either go up or remain steady.

Information Items (By Dr. Najor)

1. Open House was very successful. Around 20% of families attended to learn more about curriculum and expectations.
2. Mini-Medical School was a hit! Students loved participating, and we are hoping to have two per year.
3. Consolidated Application is being finalized, but we do not expect approval until after state budget is enacted

New Business

1. Dr. Alosachie motioned, Mr. Sharrak Seconded and the board unanimously approved the following new employees:
A. Kummer, N Khoshaba, K. Mesenbrink, L. Jones, M. Rasheed

Extended Public Comment

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

Comments from the Board

None

Future Meetings and Adjournment

The next meeting is scheduled for September 25th at 7 p.m.

Dr. Alosachie moved to adjourn the meeting at approximately 7:40 p.m. and Ms. Hazimi seconded the motion, which the Attending Members unanimously approved.

Respectfully submitted,

Hillary Ses
Secretary

Attest:

