

KEYS GRACE ACADEMY

Minutes of a meeting of the Board of Directors held on Wednesday April 26, 2017 at 7:05 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:

Mr. Chris Kattola, President
Dr. Ramy Alosachie, Vice President
Mrs. Zainab Hazimi, Secretary

Mrs. Mae Kouza and Ms. Farah Anoni were not in attendance.

Also present for the entire meeting were Nathan Kalasho and Natalie Deeb.

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

Chris 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 Chris and seconded by Ramy. Both the Agenda for the meeting and the Minutes meeting of the Board of Directors held on February 22, 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. **Business Update** – State aid payment reflects blended student count of 419.
2. **Budget Update** – Enrollment blend and updated budget by May for the 2016/2017 year.
3. **Staffing Updates** – special education para-pro has been hired.
4. **Registration** – Student count has reached 450 during 2nd count period. Open enrollment period to begin April 28 through May 29.

Information Items

1. **Parent-Teacher Conferences** – approximately 50% parent turn out.
2. **Talent Show Update** – took place on March 28, 2017. First through Eighth grade participated. There were a total of 22 acts.

3. **Newsletter Information** – See attached newsletter for dates of important upcoming events.
4. **MDE Letter on 2015/2016 Budget** – the Attending Member were presented with, and reviewed, the MDE letter regarding last year's budget variance.
5. **Revised Budget to be presented during May board meeting**

Action Items

1. **CHRI** – Zainab moved to recommend the employment of the following individuals: Mirna Issa; and Morrah Bussey. Ramy seconded the motion and the Attending Members unanimously approved.
2. **Open Enrollment Period** – Chris moved to approve the new Open Enrollment Form, Ramy seconded and the Attending Members unanimously approved.
3. **Response to MDE** – Chris moved to permit Administration to respond to the MDE letter, Zainab seconded, and the Attending Members unanimously approved.

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 May 31, 2017 at 7 p.m.

Chris moved to adjourn the meeting at approximately 8 p.m. and Ramy seconded the motion, which the Attending Members unanimously approved.

Respectfully submitted,

Zainab S. Hazimi
Recording Secretary

Attest: