

KEYS GRACE ACADEMY

Minutes of a meeting of the Board of Directors held on Wednesday, December 21, 2016 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
Ms. Farah Anoni, Trustee

Mae Kouza was not in attendance.

Also present for the entire meeting was Nathan Kalasho.

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 November 30, 2016 (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 has been received. The State has funded KEYS for students that have registered after preliminary count submittal
2. **Budget Update** – Title I funds from 2015-16 have carried over into cash management account.
3. **Staffing Updates** – Kindergarten assistant has been let go and replaced by a potential employee.
4. **Registration** – Student count has reached 421. Expecting to register 20 more students by February count.

Information Items

1. **Coat Drive and Toy Drive** –KEYS was able to procure 175 coats and other items for students in need.
2. **Field Trip** – 5th graders will be going to the Michigan Science Center. See attached newsletter for details.
3. **Newsletter Information** – See newsletter for dates of important upcoming events.
4. **Dentist R Us** – the Dentist R Us visit and luncheon was successful. Students were very well behaved. Dentist R Us gifted the three best-behaved students tablets.
5. **Winter Break** – School will resume on January 3, 2017.
6. **OPHS** – KEYS has been provided a layout and renovation plan for the clinic, to open next month

Action Items

1. **CHRI** – Zainab moved to recommend the employment of the following individuals: Najlah Khaleel; Ghadir Ghazi Nasser; George Shabo; Falah Eskandar; Hussein Salman; Salim Sabah Kluim; Saif Saadoon Abed; Odai Kadhim-Jawad; Waddah Sabah Yousef; Basim I Hamdi; Alexandra Biggert; and Stacie Ropes.

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 January 25, 2016 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.

Closed Meeting of the Board

After the meeting was adjourned, a disciplinary recommendation on a KEYS GRACE student was made by Nathan. The Attending Members were briefed on the events that led to the recommendation. The Attending Members unanimously approved the recommendation

Respectfully submitted,

Zainab S. Hazimi
Recording Secretary

Attest: