

KEYS GRACE ACADEMY

Minutes of a meeting of the Board of Directors held on Wednesday, February 22, 2017 at 7:15 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

Farah Anoni and Mae Kouza were not in attendance.

Also present for the entire meeting was Natalie Deeb.

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

Chris called the meeting to order at 7:15 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 of the Special Meeting of the Board of Directors held on January 25, 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 Natalie Deeb)

1. **Business Update** – nothing new to report.
2. **Budget Update** – KEYS is anticipating blended counts to take effect for the April State Aid payment. The budget will be revised to reflect the audit winter count confirmation.
3. **Staffing Update** – Drama teacher and special education support have been hired.
4. **Registration Update** – Winter Count is at 450 students, K-8.

Information Items

1. **Upcoming Parent-Teacher Conference** – Wednesday, March 15, 2017 between 4:30 p.m. and 8 p.m.
2. **Count Day Update** – 450 students for Winter count

3. **Anti-Bullying Assembly summary** – Natalie updated the Attending Members on the details of the assembly.
4. **Other Important Dates & Students of the Month** – please see the attached Newsletter.
5. **OPHS Update** – clinic construction is complete. OPHS has assigned a nurse practitioner and a medical assistant. KEYS will be opening the clinic in the next coming weeks.

Action Items

1. **New Employee Hires** – drama teacher and special education teacher support
2. **CHRI Letters** – Zainab motioned to recommend the employment of the following individuals: Travis Lee Makidon and Jacinta Evans-Ellison

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 March 29, 2017 at 7 p.m.

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

Respectfully submitted,

Zainab S. Hazimi
Recording Secretary

Attest: