

KEYS GRACE ACADEMY

Minutes of a meeting of the Board of Directors held on Wednesday, March 7, 2018 at 7:05 p.m

A 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 were present throughout:

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

Also, present for the entire meeting were Nathan Kalasho and Bobby Robinson.

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 to approve Agenda for the meeting and the Minutes of the Regular Meeting of the Board of Directors held on December 20, 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 (Nathan Kalasho)

1. **Budget Update** – Amended consolidated application for Title Funds was submitted and approved. Our Balanced Calendar grant application was approved. We are looking to hire APEX Construction Solutions to serve as the contractor for the AC project.
2. **Staffing Update** – Looking to hire staff for upcoming literacy lab
3. **Lease Agreement Terms-** meeting with Madison Administration in the coming weeks to determine terms of a new lease for both buildings.
4. **State Partnership Update-** Providing information on growth from our 2 ½ year cohort of students to the state office.
5. **2018-19 Advertising and Recruiting-** Open enrollment period will begin sometime in April and last one month. We will be focusing on social media and possibly securing two billboard sites.
6. **New Safety Guidelines-** looking at more options to better secure our buildings and ensure safety of staff, students and families.

Information Items (By Bobby Robinson and Nathan Kalasho)

1. Planning Intersession Camps for 2018-19
2. MLK Jr. Day Instructional Activities: see newsletter
3. Bat Exhibit
4. Upcoming Math PD- to be conducted by Marshall Cavendish and will be funded using Title II funds.
5. Assessment Information- WIDA will conclude this month and MSTEP will begin when we return from break. DRA will now be conducted in literacy lab. NWEA Data dives will be done and then Spring testing will begin sometime in May.
6. Newsletters were distributed to board members
7. Purchased Resources- please refer to new consolidated app and Section 41 budgets
8. Literacy Lab- to be running soon
9. OEAA M-Step observations- received correspondence that the State will monitor some of our MSTEP sessions.

Action Items- Ramy motioned, Chris seconded and the board unanimously agreed to approve the following action items:

1. NCJA Compliance Audit Review
 - a. Motion to appoint Rhonda Gappy as on-site liaison (non-board member).

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 28, 2018 at 7 pm.

Ramy moved to adjourn the meeting at approximately 7:45 p.m. and Zainab seconded the motion, which the Attending Members unanimously approved.