

KEYS GRACE ACADEMY

Minutes of Regular Meeting of the Board of Directors held on Wednesday March 4, 2020 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
Edward Bajoka
Hillary Sesi

Matthew Sharrak and Zainab Hazimi were not in attendance.

Also present for the entire meeting was Nathan Kalasho

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

Dr. Alosachie called the meeting to order at 7:00 pm 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 Mr. Bajoka. Both the Agenda for the regular meeting and the Minutes of the Regular Meeting of the Board of Directors held on November January 29, 2020 (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 Nathan Kalasho)

1. **Business Update** –
 - a. Building- Expecting appraisal report later this month.
 - b. Food- Upcoming, on-site audit
2. **Budget Update** –
 - a. Nathan presented the board with January and February Check Detail.
 - b. Budget Amendment is expected to be shared at end of month board meeting
3. **Personnel Report**
 - a. A personnel report was presented to the board with new hires, fires and resignations.
4. **April Open Enrollment**

- a. Planning for April Open enrollment. Reminder that current students and siblings of current students have first priority to enroll.

Information Items

1. KEYS events
 - a. Intersession report and newsletters were presented, including count day activities, Black History Month activities, annual wax museum, and upcoming reading month activities
 - b. With concerns growing over the coronavirus, efforts have been ramped up to keep building clean, sanitized and to provide a separate area for students showing symptoms. We are adding an additional evening custodian, additional hand sanitizing stations and are making an order for extra disinfectants and antiseptics.
2. Consolidated Application amendment: Amended application to underwrite purchase of additional ESL resources and Pre-session professional learning.
3. Calendar Changes
 - a. We are thinking of beginning next school year on 8/11, with 8/10 being added as an additional PL day for staff.
4. Emergency Operations Plan and Crisis Response Protocol
 - a. Presented to the board for approval and comments

New Business

1. Dr. Alosachie motioned, Mr. Bajoka Seconded and the board unanimously approved the following personnel report; Hires-social worker Ghask Albazirgan, Resignations-Sara Daley
2. Dr. Alosachie motioned, Mr. Bajoka Seconded and the board unanimously approved April Open Enrollment
3. Dr. Alosachie motioned, Mr. Bajoka Seconded and the board unanimously approved the schools Emergency Operations Plan and Crisis Response Protocol

Extended Public Comment

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

Comments from the Board

Ms. Sesi thanked Mr. Kalasho for his continuous search of a full-time social worker, which has finally paid off.

Future Meetings and Adjournment

The next meeting is scheduled for March 25, 2020 at 7 p.m.

Dr. Alosachie moved to adjourn the meeting at approximately 7:50 p.m. and Ms. Sesi seconded the motion, which the Attending Members unanimously approved.

Respectfully submitted,

Hillary Sesi
Secretary

Attest: