

## KEYS GRACE ACADEMY

### **Minutes of a meeting of the Board of Directors held on Wednesday, April 25, 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  
Mrs. Zainab Hazimi, Secretary  
Mr. Chris Sesi, Treasurer

Also, present for the entire meeting was Nathan Kalasho and Dr. Zena Najor.

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

Ramy 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 Ramy and seconded by Zainab. Both the Agenda for the meeting and the Minutes of the Special Meeting of the Board of Directors held on March 7, 2018 (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. **Budget Update** – Amended 2017-18 Budget reflects changes in FTE, changes in Federal Funds, and additional state sources
  - a. 2018-19 Title I and II funds are expected to decrease in terms of per-student allocation.
  - b. Section 31a and Title II funds will reflect free/reduced lunch counts from October 2017
  - c. Michigan House and Senate have thus far indicated no changes to section 41 or other state sources
2. **Staffing Update** – see New Employee Hires
3. **Lease Agreement with Madison-** to be finalized with our extension. We expect a slight increase in rents.

4. **Partnership Update-** State will not go into partnership agreement. We will qualify for additional support from ISD and state. Nathan provided more information on communications with the state.
5. **2018-19 Advertising and Recruiting-** Open Enrollment beginning April 30 and ending May 30. Social media and digital efforts are underway. We will be advertising via billboards on I-75 and the Southfield Freeway.

#### **Information Items** (By Dr. Najor)

Dr. Najor provided updates to the 2018-19 calendar, the March Book Fair, the reading fair project and other events and activities listed in the newsletter provided to board, including: Culture Day, Science Fair, upcoming events and parent-teacher conferences.

Purchased resources- we have purchased additional resources for the literacy lab.

Literacy Lab- has been up and running, with focus on tier 2 students.

**M-Step** has begun

#### **Action Items**

1. **New Employee Hires** – Zainab motioned to recommend, and all attending board members approved the following new hires: Nicole Deel, Jenifer Skalny). We are waiting for full background check on potential 1<sup>st</sup> grade Para.
2. **Amended Budget-** Ramy motioned to approve, seconded by Zainab and unanimously approved by board
3. **Open Enrollment-** Ramy motioned to approve, seconded by Zainab and unanimously approved by board
- 4.

#### **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 30, 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.