

KEYS GRACE ACADEMY

Minutes of Regular Meeting of the Board of Directors held on Wednesday October 17, 2018 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, Vice President
Mr. Edward Bajoka, Treasurer
Ms. Zainab Hazimi, Secretary

Chris Kattola and Farah Anoni were not in attendance.

Also present for the entire meeting was Nathan Kalasho.

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 to approve the Agenda and to approve the meeting minutes of previous board meeting. The motion was seconded by Edward. Both the Agenda for the regular meeting and the Minutes of the Regular Meeting of the Board of Directors held on September 5, 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. **Business Update-** We are working on getting forms from The Wellness Plan translated for families. Attended MAPSA’s 25-year anniversary gala. We have a school improvement meeting tomorrow with leadership and literacy consultants from Oakland Schools.
2. **Budget Update** – First state aid of the 2018-19 school year is scheduled to be received next week. We anticipate the FTE amount to be adjusted in November or December, based on October count numbers.
 - a. We anticipate final allocations for federal and state grants to continue being updated, but we will have a better idea after numbers are audited.
3. **Staffing Update** – We continue to search for ESL and reading specialist replacements, as well as 4 more para-professionals.

Information Items

1. Fall Testing: NWEA and WIDA screeners were completed last month. Will be used during Winter Data Dives
2. Unaudited Count Numbers: 490...complete audited numbers expected by January or February
3. Building: plans to schedule AC install
4. Financial Audit Update: audit to be completed within next two weeks and uploaded onto website.
5. Department of Education OCR- To complete requested information with help from all admin and counsel.

Action Items

1. Approval of new staff members: Zainab motioned, Ramy seconded and the board approved the following staff members- Katie Bakerjian and Rachel Turner

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 November 28, 2018 at 7 p.m.

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

Respectfully submitted,

Zainab Hazimi
Secretary

Attest: