

## KEYS GRACE ACADEMY

### **Minutes of a meeting of the Board of Directors held on Wednesday, September 30, 2015 at 7:00 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 Nathan Kalasho.

#### **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 Approval of Meeting Minutes from Previous Board Meeting**

Motion by Ramy and seconded by Chris. Both the agenda for the meeting and the Minutes of a Meeting of the Board of Directors held August 31, 2015, (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.

#### **Business Management Report** (by Nathan Kalasho)

1. Staffing - A part-time art teacher has been hired. KEYS is still looking to fill part-time science and part-time physical education positions. Currently, an ESL teacher is temporarily teaching middle school science classes.
2. Registration – there are currently 240 students enrolled in KEYS’ K-8 program and there are 20 students enrolled in KEYS’ pre-school.
3. Picture day will be held on October 7, 2015. This date coincides with Count Day.
4. On October 30, 2015, KEYS will be hosting a school-wide professional development program for all teachers.
5. The computer lab will be fully equipped and ready for use by next week. It consists of approximately 30 computers. The students will have access to Microsoft.
6. Parent Night was a success. Roughly 30% of the student populace was represented by parents in attendance. Very positive feedback was given.

### **Information Items**

The following three employees have been approved by the board after review of criminal history reports:

1. Natalie Camile Deeb
2. Holly Ibrahim Alosachie
3. Valentina Yousif

KEYS received a \$300 donation from an out-of-state donor. Chris read the donor's letter, detailing her reasons for donating, aloud. The letter is separately attached to this email.

### **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 October 28, 2015 at 7PM.

\*\* The November meeting has been RESCHEDULED to November 18, 2015 at 7PM

December meeting will be held on December 16, 2015 at 7PM

Chris moved to adjourn the meeting and Ramy seconded the motion, which the Attending Members unanimously approved.

Chris adjourned the meeting at approximately 8PM.

Respectfully submitted,

Zainab S. Hazimi,  
Recording Secretary

Attest:

Ramy Alosachie, Vice-President