

## KEYS GRACE ACADEMY

### **Minutes of a meeting of the Board of Directors held on Wednesday 29, 2016 at 7:05 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:

Dr. Ramy Alosachie, Vice President

Mrs. Zainab Hazimi, Secretary

Ms. Farah Anoni, Trustee

Also present for the entire meeting:

Natalie Deeb, School Leader

Nathan Kalasho, KEYS President

### **Call to Order; Roll Call; Confirmation of Quorum; Waiver of Notice**

Chris called the meeting to order at 7:19PM and roll call was taken.

### **Approval of Agenda and Meeting Minutes from the previous meeting**

Motion by Chris and seconded by Ramy. Both the Agenda and the Meeting Minutes from the special meeting were unanimously approved by the Attending Members.

### **Management Report:**

1. Budget Update and Cash Flow: Receiving \$7511.00 Per Pupil for 2016-17 school year, which is a \$120 increase from last year.
2. Cash-Flow Loan: Loan to bridge from August to October to fund teacher salaries and other operational expenses. Chris may have to set up an account with Eastern Michigan Bank... a rep can come out to the school to set this up, unless Eastern Michigan Bank can receive ACH from Madison Schools
3. Staffing Updates: New hires approved are as follows: 2 Kdg teachers, 1 Fourth Grade, 1 Reading Specialist, 1 ESL, 1 Second Grade Teacher Assistant, 1 First Grade and 1 Art Teacher.
4. Parent Seminar: CODE will be hosting a housing seminar where families will be informed of their civil rights

### **Information Items:**

1. Community Garden Project and USDA grant approval: Awarded a USDA grant for \$6500.00 for the Community Garden. Plans are to use the funds for Vertical Vegetation.

2. Summer School Session II Report: Completed and successful.
3. 2016/17 Enrollment Update: Currently there are 345 children enrolled in K-8 and would like to cap at 390. There are also 32 Pre-School children enrolled. The program is broken into both AM and PM classes. We are scheduled for Madison Approval on September 6<sup>th</sup>. Program will begin on September 12<sup>th</sup>.
4. Library and building renovations Update: This project should be done before school begins. Possibly may move the remaining 27 terminals that we have left from the 60 original terminals leased last year. Will re-visit this next meeting.

**Action Items:**

1. Resolution to Approve 2016-2017 Student-Family Handbook – Approved and Adopted by the Board
2. Resolution to Approve 2016-2017 Teacher Handbook and Contracts - Approved and Adopted by the Board

**Comments from the Board:**

Chris commented on the 27 terminals that we have left from the 60 original terminal that were leased. We will re-visit this next meeting. Chris also discussed the need for a security system for the school, with the other board members agreeing. The original quotes will be revisited and discussed at the next meeting.

**Future Meetings and Adjournment:**

The net meeting is scheduled for Sept. 28, 2016 at 7:00PM.

Chris moved to adjourn the meeting at approximately 7:50 p.m. and Ramy seconded that motion, which the attending members unanimously approved.

Recorded by Mae Kouza, Treasurer