

KEYS GRACE ACADEMY

Minutes of the Regular Meeting of the Board of Directors held on Wednesday, May 26, 2021 at 7:00 p.m.

A regular meeting of the Board of Directors (the “Board”) of KEYS Grace Academy (“KEYS”) was held virtually via Zoom, with meeting information posted on the agenda and academy website 24 hours in advance.

The following members of the Board (the “Attending Members”) attended the meeting and were present throughout:

Dr. Ramy Alosachie
Zainab Hazimi
Hillary Sesi
Matthew Sharrak

Absent with notice: Edward Bajoka

Also present for the entire meeting were Nathan Kalasho, Natalie Deeb and Dr. Zena Najor

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. Sharrak. Both the Agenda for the regular meeting and the Minutes of the Regular Meeting of the Board of Directors held on April 28th (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.

Public Comment

There was no public comment

Management Report (by Nathan Kalasho)

1. **Business Update** –
 - a. Building- Hyperion Managed Services will begin converting the server and network in June. Putting them in touch with AT&T and Teoma to facilitate more efficiently.
 - b. Roof leak after a day of rain. Called Madison and they sent a company out. The manager of the company later told me that the roof is deteriorating and will need work soon. He suggested a more thorough inspection of the room to assess.

- c. Contract- Expect charter contract to be voted on during Madison's next board meeting.
- 2. **Budget Update** –
 - a. Nathan provided an update on the May State Aid and presented the April financials. ESSER II grant has opened up, so the admin team will begin the itemized budget.
- 3. **Personnel Report**
 - a. Natalie Deeb presented the board with the personnel report, including job postings for positions beginning in August.

Information Items (By Natalie Deeb and Dr. Najor)

- 1. Attendance Report
 - a. Dr. Najor gave a summary of the weekly attendance reports, which averaged more than 95%.
- 2. Return to Learn Reports (by Natalie Deeb)
 - a. Remote Learning- shared reports from homeroom teachers
 - b. Monthly report from Nurse Trudy Jenkins: notably, there are no new cases in the school.
 - c. Covid Update- Dr. Najor shared the latest information from Oakland County. Cases are dropping rapidly across all age groups.
- 3. Curriculum Purchases- Dr. Najor provided information on the new science curriculum requesting to be purchased. The curriculum is both digital and print, includes materials and kits.
- 4. Upcoming Events and Student spotlight
 - a. Natalie Deeb shared upcoming events for the end of the year, including field day, ice cream social and 8th grade graduation.
- 5. Summer School Schedule
 - a. Dr. Najor provided the board with the Summer School schedule, which begins on June 22nd.

Action Items

Ms. Sesi motioned, Mr. Sharrak seconded and the board unanimously approved the following Action Items:

- 1. Return to School Plan
- 2. Personnel Report
- 3. TCI Science Curriculum Purchase

Extended Public Comment

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

Comments from the Board

Dr. Alosachie- Close the year out on a high note. Happy to see that we don't have any more classes un quarantine

Mr. Sharrak- Hope everyone has a nice Memorial weekend. Im sure the kids are excited for the end of the year

Ms. Sesi- Excited to see the science curriculum in action.

Ms. Hazimi- sorry I was a little late. Thank you for all the updates. Hope the kids have fun at all the end of year events

Future Meetings and Adjournment

The next meeting is scheduled for June 30, 2021. Dr. Alosachie indicated that board will most likely need to meet before that to go over the budget.

Dr. Alosachie moved to adjourn the meeting at approximately 7:40 p.m. and Ms. Sesi seconded the motion, which the Attending Members unanimously approved.

Respectfully submitted,

Hillary Sesi
Secretary