

KEYS GRACE ACADEMY

Minutes of the Regular Meeting of the Board of Directors held on Wednesday, June 29th at 7:00 p.m.

A regular meeting of the Board of Directors (the “Board”) of KEYS Grace Academy (“KEYS”) was held at 27321 Hampden St. Madison Heights, MI 48071.

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

Dr. Ramy Alosachie
Hillary Sesi
Edward Bajoka
Zainab Hazimi

Absent with notice: Matthew Sharrak

Also present for the entire meeting: Nathan Kalasho

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 Meetings

Motion by Mr. Bajoka to approve the Agenda and the minutes from May 25th Regular Meeting, the motion was seconded by Ms. Hazimi. The agenda for the meeting and the minutes from May 25th meeting were unanimously approved by the Attending Members.

Public Comment

There was no public comment

Management Report (by Nathan Kalasho)

1. **Business Update** –
 - a. Building-
 - i. Currently undergoing safety checks throughout the building. We have a backflow inspection upcoming. Waiting for state boiler inspector to get back to us on a date for annual inspection.
 - b. Food-
 - i. 2021-22 Food Service Final Budget and 2022-23 Food Service Preliminary Budget were presented and discussed.
2. **Budget Update** –

- a. June State Aid and Financials- presented and discussed with the board. Larger than usual due to come-up payment from Section 41 and the Section 310 approval for school nurse cost reimbursements.
 - b. 2021-2022 Budget Presentations:
 - i. Nathan provided the board with final budgets for the General and Food Service Fund. Nathan explained the various line item detail and what the business office projects the fund balance to be by year end. Transportation costs continue to be a concern, with fuel and other costs rising to the levels they are. The Food Budget, as expected and previously discussed, had expenditures far exceeding revenue. This was primarily due to a few reasons: food costs, supply chain issues, and several long-term closures at many of the schools we service. However, even with this discrepancy, we anticipate a healthy food service fund balance.
 - c. 2022-2023 Preliminary Operating Budgets
 - i. Preliminary General and Food budgets were presented and discussed. Using a conservative FTE number and a projected per-pupil funding amount of \$9135. We are still awaiting final numbers for categoricals, particularly the Section 41b pushed in the House version. We expect final conference budget by tomorrow.
 - d. Legislative Updates- expecting a conference budget by tomorrow.
 - e. State Aid Note- being done by Clark Hill. Presented based on cash flow needs in October.
- 3. Personnel Report**
- a. Mr. Kalasho presented the board with the personnel report. 3 paraprofessionals not returning. 1.0 FTE Art Teacher hired.

Information Items

- 1. End of Year Items
 - a. Graduations- we had a prek and KG graduation with the students and their families. On the 14th we had our 8th grade graduation ceremony and party following. It was a great celebration with almost 400 guests outside.
 - b. Teachers of the Year - Elem – Ms. Valliere 4th and Dewitt 1st - MS - Ms Myszenski (math) and Mr. Najor (ESL teacher)
- 2. SIP & MiCIP- SIP and MiCIP are on the same platform. We have submitted the state requirements for 21/22 school year and there will be a SIP meeting to complete strategies and activities in early July.
- 3. Program Evaluation Tool has been completed and uploaded
- 4. 98b Progress- presented and discussed. Uploaded to website.

Action Items

Ms. Hazimi motioned, Mr. Bajoka seconded, and the attending members of the board unanimously approved the following resolutions:

- 1. Resolution to abide by all school board bylaws, rules, and regulations

2. Resolution to Approve Board agents to authorize and negotiate contracts with service providers and vendors/contractors
3. Resolution Appointing Principal Board Offices and Public Notice Posting Location as 27321 Hampden St. Madison Heights, MI 48071.
4. Resolution Designating Local Newspaper in which Legal Notices are to be posted as C&G Madison Park News.
5. Resolution to appoint 2022-23 Parent Advisory Committee (PAC) Representative
6. Resolution Designating Bank Accounts for Deposit of State Aid Funds as current account at Bank of America
7. Resolution of the Board to Designate Account Signatories as Dr. Ramy Alosachie and Edward Bajoka
8. Resolution Designating KEYS to Monitor Account Activity & Perform Required Reporting
9. Resolution authorizing issuance of note in anticipation of state school aid

New Business Action Items

Ms. Hazimi motioned, Mr. Bajoka seconded, and the attending members of the board unanimously approved the following action items:

1. 2021-22 Final Budgets Approval
2. 2022-23 Preliminary Budget Approvals
3. 2022-23 Board Meeting Schedule
4. Personnel Report
5. I-Ready renewal
6. Wenger Music Equipment Purchase
7. 2022-23 Curriculum Consultant
8. Hyperion Managed Services Renewal

Extended Public Comment

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

Comments from the Board

Dr. Alosachie- wow that was a lot of information. Major thanks to the business office who worked hard on this. Crossing fingers for final budget to be what we hope. Congratulations to all the graduates. Wish them the best

Mr. Bajoka- congratulations to the graduates. The committee really did a good job with the event. Budgets look good. Thank you to Nathan and business office for all the information

Ms. Hazimi- Congratulations to all the graduates and all the students and staff for another great year. Teachers of the year as well. What a great way to honor their hard work.

Ms. Sesi- Pretty much echo what everyone said. Looking forward to another successful year on this board. We took in a lot tonight, but I really like where we're headed especially with the new art and music commitments.

Future Meetings and Adjournment

The next meeting is scheduled for July 27th.

Dr. Alosachie moved to adjourn the meeting at approximately 8:20 p.m. and Mr. Bajoka seconded the motion, which the Attending Members unanimously approved.

Respectfully submitted,