

KEYS GRACE ACADEMY

Minutes of the Regular Meeting of the Board of Directors held on Wednesday, November 2, 2022

A regular meeting of the Board of Directors (the “Board”) of KEYS Grace Academy (“KEYS”) was held at KEYS Grace Academy.

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

Dr. Ramy Alosachie
Zainab Hazimi
Edward Bajoka
Hillary Sesi

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 Ms. Hazimi to approve the Agenda and the minutes from September 28, 2022 Regular Meeting, the motion was seconded by Mr. Bajoka. The agenda for the meeting and the minutes from September 28th were unanimously approved by the Attending Members.

Public Comment

There was no public comment

Management Report (by Nathan Kalasho)

1. **Business Update** –
 - a. Building- sound panels in Music Room were installed
2. **Budget Update** –
 - a. Consolidated Application- Approved last week. We anticipate having to make one modification following the carry-overs being added.
 - b. 41b- Budget was completed and submitted to the grant consultant.
 - c. ESSER- Modifications were approved. We will be modifying again prior to Winter break to reflect changes to our upcoming after school programming.
 - d. Audit Update- Our audit was completed, and we are happy to report that we were able to add more than \$100,000 to our fund balance, nearing a 10% budget fund balance. We also were not cited for any deficiencies or material weaknesses. We are so proud of everyone who contributed to making the audit process run so

smoothly, from the business office to our building leadership. The Academy is in sound financial standing. We expect a full audit presentation before Winter Break.

3. Personnel Report

- a. Presented board with the personnel report

Information Items

1. Assessment Data- Teacher PLC meetings are held every Thursday, these meetings ensure that the teachers maintain accurate, high-quality, and timely data about how their students are performing. The next set of District testing will begin in January. The data team meets once a month to dive into the data and see what improvements in instruction need to be made as well as the growth students are making in certain areas of instruction. We have begun diving into Fall assessment data. As expected, most students are falling behind their expected levels to begin the year. As you see the bar graph, our data groups students into 4 different groups: proficient, near proficient, 2 grade levels behind, and 3+ grade levels behind. Last year, from Fall to Spring, our percentage of students on the lowest level fell by 25%. So the goal is to cut those percentages by 35% this year and 50% in 23-24. Our WIDA data is continuing to show decent growth. 58.5% of WIDA takers demonstrated growth, by 1 year or more, in at least one focus area. Our Elementary outpaced our Middle School students by a considerable margin. We attribute this to a variety of reasons, including the pandemic having a worst affect on older students. We believe our after school programming will help close this gap, and our older students will begin to demonstrate similar growth as our elementary students.
2. Virtual Learning- The students are receiving academic instruction in courses taken through a digital learning environment. Virtual learning is supervised by a teacher of record, with a para who helps to facilitate two way communication. We are currently at 12 virtual students.
3. Attendance- presented
4. Upcoming Events and Activities- PreK, Kindergarten, 1st, 2nd and 4^{tg} grade all went to the apple orchard. 5th-8th grade attended a jazz concert in Ann Arbor. And we held a wonderful anti-bullying assembly on October 17th.
5. Head Count- Our blended student count sits at 479.
6. Oakland County Covid Update- Provided the board with the latest covid data from the county.

Action Items

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

1. Personnel Report
2. Audit Report and Audited Financials for year 2021-2022
3. Monthly Financials

Extended Public Comment

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

Comments from the Board

Dr. Alosachie- So happy to hear about all the wonderful things going on. Great job on the audit.

Mr. Bajoka- Really great work on the audit. I know how much work you all put into it.

Ms. Hazimi- Thank you for presenting the data. Its great to see the gains made by our elementary students. Hopefully the middle school students start matching their growth.

Ms. Sesi- The jazz concert pictures were great. Thank you for the data info and great work on the audit.

Future Meetings and Adjournment

The next meeting is now scheduled for November 30, 2022

Dr. Alosachie moved to adjourn the meeting at approximately 8:05 p.m. and Mr. Bajoka seconded the motion, which the Attending Members unanimously approved.

Respectfully submitted,

Hillary Sesi
Secretary