

## **KEYS GRACE ACADEMY**

### **Minutes of the Regular Meeting and Organizational Meeting of the Board of Directors held on Wednesday July 26, 2023**

A regular meeting of the Board of Directors (the “Board”) of KEYS Grace Academy (“KEYS”) was held at KEYS Grace Academy at 7:00 pm.

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

Dr. Ramy Alosachie  
Edward Bajoka  
Hillary Sesi  
Ashley Redding

Also present for the entire meeting: John Carlson, Board Attorney and Nathan Kalasho-KEYS Director

Absent with notice: Zainab Hazimi

### **Call to order: Roll Call; Confirmation of Quorum; Waiver of Notice**

Dr. Alosachie called the meeting to order at 7:05 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 June 28<sup>th</sup> Regular Meeting, the motion was seconded by Ms. Redding. The agenda for the meeting and the minutes from June 28<sup>th</sup> were unanimously approved by the Attending Members.

### **Public Comment**

There was no public comment

### **Oath of Office**

New board member, Ashley Redding, took her oath of office and is now officially a director on the board.

### **Election of Officers**

Dr. Alosachie, as temporary chairperson, designated Mr. Kalasho as secretary to perform roll call. Roll Call was performed. Nominations for board president, vice president, board treasurer, board secretary and board trustee were all heard and voted on, with the following positions confirmed by unanimous vote:

President: Dr. Ramy Alosachie  
Vice President: Zainab Hazimi  
Treasurer: Edward Bajoka

Secretary: Hillary Sesi  
Trustee: Ashley Redding

**1. Business Update –**

- a. Presented the board with latest Business Update
  - i. Confirmed that there will be no need for state aid note this year
  - ii. Building Update- completed parking lot with new pavement, next working on striping and then roof patching
  - iii. Food Service- a couple updates, including 1 new school.
  - iv. 31a and Section 41 Submissions: FERs for both were completed on 7/15
  - v. 23-24 Section 41b- approved last month. Expect the same process: budget approval and then payment with state aid. We are working with our ESL and admin team on funding items.

**2. Budget Update --**

- a. Presented the board with new categorical funding in this years school aid budget.
- b. Presented board with monthly financials.

**3. Personnel Report**

- a. Presented board with the personnel report: New Hires for Kindergarten (Mammel), 5<sup>th</sup> grade (Malatolvi), and 2 paraprofessionals for elementary classrooms. Two Resignations (Luchenbill and Tiedje)

**4. Enrollment**

- a. We are seeing an uptick in enrollment and are already approaching last years numbers. It would be a good time to talk about enrollment and possibly updating our policy.

**Information Items**

**1. Beginning of Year Information**

- a. Professional Learning Week
  - i. August 23, 2023
    - 1. Trauma-informed practices K-8 - 9 - 11:30AM
    - 2. Oakland Schools on site
    - 3. Epicenter 12:30-1:30
    - 4. Mentor time
    - 5. Lexia English
  - ii. August 24, 2023
    - 1. Dr. Najor and Ms. Makidon lead academic strategies discussion
    - 2. Curriculum
    - 3. Child Study/ Referrals
    - 4. Handbook
    - 5. Assessment, PLC, Data Cycle, Child Study Calendar
    - 6. Curriculum Roll-Out K-2
    - 7. 3-5 PL grade specific
    - 8. 6-8 PL grade specific

**2. First Day of School**

1. Aug 29th 1:00 dismissal. All staff will be going into classrooms and welcoming our students throughout the day.
3. Teacher Placement – all teachers are staying in the same grades as last year except for Ms. Szajner moving to intervention, Ms. Keida will lead the newcomer program and we added Ms. Mammel to KG, and Ms Malavolti to 5<sup>th</sup>
4. Open House – in discussion to combine open house with curriculum night in September.
5. Other Events – we established all new teaching committees so all information for events will be shared when they meet in September
6. Read 180- READ 180 is a reading program designed for struggling readers who are reading 2 or more years below grade level. It provides blended learning instruction (i.e., combining digital media with traditional classroom instruction), student assessment, and teacher professional development. READ 180 is delivered in 45- to 90-minute sessions that include whole-group instruction, three small-group rotations, and whole-class wrap-up. Small-group rotations include individualized instruction using an adaptive computer application, small-group instruction with a teacher, and independent reading. READ 180 is designed for students in elementary through high school. After participating in an interactive demonstration with READ 180 and reviewing school data, the KEYS curriculum team decided that using this program in Middle School and during intervention blocks would greatly increase the reading levels of most students, and close reading gaps of grade levels bringing students closer or on grade level reading. A discussion took place on the funding source and costs. Mr. Kalasho confirmed that the funding source would be Section 41b and that this curriculum is program-specific and therefore cant go out to bid, but does need board approval. Board attorney confirmed

### **New Business Action Items**

Mr. Bajoka motioned, Ms. Redding seconded, and the board unanimously approved the following Action Item:

1. Resolution Appointing McKinney-Vento Homeless Liaison as Dr. Najor

Mr. Bajoka motioned, Ms. Redding seconded, and the board unanimously approved the following Action Item:

2. Resolution Appointing Freedom of Information Act Coordinator as Dr. Najor

Mr. Bajoka motioned, Ms. Redding seconded, and the board unanimously approved the following Action Item:

3. Resolution Appointing Civil Rights Representative as Ms. Makidon

Mr. Bajoka motioned, Ms. Redding seconded, and the board unanimously approved the following Action Item:

4. Resolution Appointing Title IX Representative as Dr. Najor

Mr. Bajoka motioned, Ms. Redding seconded, and the board unanimously approved the following Action Item:

5. Resolution Appointing Crisis Management Liaison as Ms. Deeb-Hamame

### **New Business**

Ms. Sesi motioned, Ms Redding seconded, and the board unanimously approved the following Action Item:

1. Detroit Institute for Children Contract

Ms. Sesi motioned, Ms Redding seconded, and the board unanimously approved the following Action Item:

2. Personnel Report

Ms. Sesi motioned, Ms Redding seconded, and the board unanimously approved the following Action Item:

3. Read 180 program and Professional Learning Purchase

### **Extended Public Comment**

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

### **Comments from the Board**

Dr. Alosachie- welcome Ashley to the board. This year looks like its going to be great. Hope the new staff is welcomed with open arms

Mr. Bajoka- welcome to the board, Ashley. Looks like this is going to be another promising year. Great work on securing the immigrant grant for another year.

Ms. Sesi- So nice to have you, Ashley. Wishing everyone a fantastic year

Ms. Redding- im so excited to be here. I know I have a lot to learn, but im so eager to help in any way I can.

### **Future Meetings and Adjournment**

The next meeting is scheduled for August 30, 2023

Dr. Alosachie moved to adjourn the meeting at approximately 8:03 p.m. and Ms. Sesi seconded the motion, which the Attending Members unanimously approved.

Respectfully submitted,

Hillary Sesi  
Secretary