

KEYS GRACE ACADEMY

Minutes of the Regular Meeting of the Board of Directors held on Wednesday November 18th, 2020 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 and password information posted on 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
Edward Bajoka
Hillary Sesi
Matthew Sharak

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 7:02 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 Ms. Sesi Both the Agenda for the regular meeting and the Minutes of the Regular Meeting of the Board of Directors held on October 29th (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- Offer to be submitted to MDPS tomorrow. Boiler/Heat still not working. Going to receive quotes on internet servers that would better accommodate remote learning and address tech support. Surveillance system is up and running.
 - b. Food- Nathan provided update on sites as well as information of Thanksgiving items being delivered next week.
 - c. Audit- Continues. No word yet on when to expect the financial statements, but must be completed before December 1st.
2. **Budget Update** –

- a. Nathan provided an update on the November State Aid and fund grants, including the Oakland County Cares Act fund.

3. Personnel Report

- a. Natalie Deeb presented the board with the personnel report.

Information Items (By Natalie Deeb and Dr. Najor)

1. Attendance Report
 - a. Dr. Najor gave a summary of the weekly attendance reports.
2. Return to Learn Reports (by Natalie Deeb)
 - a. Remote Learning- shared reports from homeroom teachers
 - b. Monthly report from Nurse Trudy Jenkins
3. Covid Update
 - a. Nathan shared the latest covid data from the state. However, the county has not yet released weekly covid data. Expect it later tonight or tomorrow.
4. Device Purchases- we have seen an increase in device damages. Looking for quotes on service and repair. Because of these damages, we continue to purchase chromebooks/laptops weekly.

Action Items

Mr. Bajoka motioned, Ms. Sesi Seconded and the board unanimously approved the following Action Items:

1. Return to School plan with an updated return date of January 11, 2021.
2. Oakland County Cares Act Resolution

New Business

Mr. Bajoka motioned, Ms. Sesi Seconded and the board unanimously approved the following Action Items:

1. Personnel Report- Resignations: Holly Alosachie, Cristina Ciora, Amanda Calotti.
Hires: Kathleen Mesenbrink (re-hire), Elizabeth Trobaugh

Extended Public Comment

During the course of the meeting, there was no general public

Comments from the Board

Dr. Alosachie spoke about the rising cases and the need to be extra safe and careful on a return date. Mr. Bajoka said that the return date should be discussed at the next board meeting as well.

Future Meetings and Adjournment

The next meeting is scheduled for December 16, 2020 at 7 pm

Dr. Alosachie moved to adjourn the meeting at approximately 7:45 p.m. and Mr. Bajoka seconded the motion, which the Attending Members unanimously approved.

Respectfully submitted,

Hillary Sesi
Secretary