

KEYS GRACE ACADEMY

Minutes of the Regular Meeting of the Board of Directors held on Wednesday, February 24, 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 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
Zainab Hazimi
Edward Bajoka
Hillary Sesi
Matthew Sharrak

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. Bajoka. Both the Agenda for the regular meeting and the Minutes of the Regular Meeting of the Board of Directors held on January 20th (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- Purchase Agreement nearly finalized. Moving into discussions on academy contract extension. ATT finalizing installation. Teoma providing quotes on Phone System. Renovating room next to resource room to use as Sensory room.
 - b. Food- Discussing possibly moving back to in-person breakfast and lunch in 4th quarter.
 - c. Presented January Check Register
2. **Budget Update** –

- a. Nathan provided an update on the February state aid, check register and fund grants, including Section 41 and ESSERS II. LEO Refugee Application was submitted.
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. Dr. Najor shared the latest covid data from the county.
4. Device Purchases- purchased another 9 devices.
5. Upcoming Events
 - a. Dr. Najor shared upcoming events

Action Items

Dr. Alosachie motioned, Mr. Bajoka seconded and the board unanimously approved the following Action Items:

1. Return to School plan with an updated, final opt-in for the 4th quarter (April 12th)
2. Approval of personnel report

Extended Public Comment

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

Comments from the Board

Dr. Alosachie- excited to see the kids back in the classroom.
Mr. Bajoka- the pictures of the kids back in the building is great.
Mr. Sharrak- great job to all KEYS staff for the transition back.

Future Meetings and Adjournment

The next meeting is scheduled for March 31, 2021.

Dr. Alosachie moved to adjourn the meeting at approximately 7:37 p.m. and Ms. Sesi seconded the motion, which the Attending Members unanimously approved.

Respectfully submitted,

Hillary Sesi
Secretary