

KEYS GRACE ACADEMY

Minutes of the Regular Meeting of the Board of Directors held on Wednesday, March 31, 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 the agenda and 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

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 7:05 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 February 24th (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 is finalized. Now moving into final discussions on contract extension. Teoma, which is providing phone system, confused the needed handoff box. Need to reschedule a test and turn up date between AT&T and Teoma. Sensory room has been revamped, with much needed supplies and furniture. Reading room has been moved to the classroom adjacent to the office.

- b. Food- Food distribution for the week will go out Thursday, due to the Holiday. Beginning in the 4th quarter, in-person students will receive cooked meals in the building, as opposed to weekly deliveries.
2. **Budget Update** –
 - a. Nathan provided an update on the March state aid, February check register and fund grants, including the preliminary allocation of ESSERs III, which is the federal pot from the Rescue Plan. Nathan shared and presented the 1st amended budgets for the General Fund and Food Service Funds
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. Attendance continues to exceed 95%.
2. Return to Learn Reports (by Natalie Deeb)
 - a. Remote Learning- shared reports from homeroom teachers
 - b. Monthly report from Nurse Trudy Jenkins
 - c. Covid Update- Dr. Najor shared the latest information from Oakland County. A large increase of cases, especially with school-aged children. Moving to go virtual for the week following Spring Break- due to the fact that many families are traveling or have relatives visiting.
3. Device Purchases- purchased chromebook devices for virtual testing, as well as two more charging carts.
4. Upcoming Events
 - a. Dr. Najor shared upcoming events, including Parent-Teacher conferences and Talent Show. State Testing begins April 13th
5. Open Enrollment
 - a. Scheduling Open Enrollment period for the whole month of April

Action Items

Dr. Alosachie motioned, Ms. Sesi seconded and the board unanimously approved the following Action Items:

1. Return to School plan with a return to in-person on April 12th.
2. Approval of personnel report
3. 1st Amended General Fund Budget and 1st Amended Food Service Budget
4. April 1-April 30 Open Enrollment

Extended Public Comment

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

Comments from the Board

Dr. Alosachie- starting to see more and more cases at the office. Very important that students and staff continue to follow all mitigation efforts.

Mr. Bajoka- are families are getting hesitant about sending kids. Dr. Najor answered that we haven't seen that play out and we are currently expecting 350+ students in the building beginning in the 4th quarter

Ms. Hazimi- are there any plans to shutdown due to the rising cases? Nathan answered that there are no current plans to do so, but that may be subject to change. Nathan added that state assessments are coming up, which makes things even harder.

Ms. Sesi- be safe and Happy Easter.

Future Meetings and Adjournment

The next meeting is scheduled for April 28, 2021.

Dr. Alosachie moved to adjourn the meeting at approximately 7:42 p.m. and Ms. Sesi seconded the motion, which the Attending Members unanimously approved.

Respectfully submitted,

Hillary Sesi
Secretary