

Multicultural Academy Board of Directors

Approved Meeting Minutes

Date: August 20, 2026

Time: 6:00 pm

**APPROVED**  
Date 9/17/2026

**I. Meeting Called to Order**

The meeting was called to order at 6:01 pm

**II. Roll Call**

Present:

Dr. Khalil Samaha- President  
Richard DeBacker- Vice President  
Hana Shalabi-Secretary  
Charlotte Henderson-Treasurer

Excused Absence:

Also Present:

Angie Luck – UMC  
Mohana Mukherjee Das - MA  
Sultan Farha – MA  
Brittany Cook - BMCC

**III. Approval of Agenda**

A motion was made by Hana Shalabi and second by Charlotte Henderson that the agenda for the August Regular Board Meeting be approved. The motion passed unanimously.

**IV. Approval of Minutes**

A motion was made by Richard DeBacker that the minutes be approved for the July 16, 2026 Regular Board Meeting second by Hana Shalabi. The motion passed unanimously.

A motion was made by Richard DeBacker that the minutes be approved for the July 16, 2026 Organizational Meeting second by Charlotte Henderson. The motion passed unanimously.

**V. Correspondence**

A. None

**VI. Reporting**

A. Principal's Report

Teachers

- Multicultural Academy is preparing to implement a consistent **K–12 center-based instructional framework** for the 2026–2027 school year, including Daily 5 and Daily 3 at the elementary level and center-based ELA and Math instruction in Grades 6–12.
- A common K–12 lesson plan template and simplified weekly MTSS/ESL documentation process have been developed to support consistent implementation.
- The **2026–2027 District Professional Development Calendar** has been approved by MDE.
- The **2026–2027 Staff Operations Handbook** has been reviewed, updated, and streamlined to provide clear and consistent expectations for staff. The revised handbook is **attached for Board review**.

Students and Programs

- Summer School successfully concluded on **August 6**, with focused ELA and Math instruction and student progress monitoring.
- The Summer Enrichment Program concluded in July, providing additional academic and enrichment opportunities for students.
- The Academic/Student Support structure is being strengthened for 2026–2027 to provide targeted **intervention, MTSS, multilingual learner support, and classroom push-in services**.
- Schoolwide intervention, restorative practices, and student support systems continue to be reviewed and strengthened to provide consistent support based on student needs.
- The Academy continues its **EWIMS** work and preparation for upcoming state-level presentations highlighting improvements in attendance and achievement and the school's successful exit from **CSI status**.

- Multicultural Academy will be present at the **Special Populations Conference in Lansing** this fall.
- Preparations are underway for the **September 8, 2026** opening of school, with a focus on staffing, classroom readiness, instructional systems, and student supports.

#### Parents

- Families will continue to receive timely information through **robocalls, emails, and text messages** as needed.
- Back-to-school communication will provide families with important information regarding schedules, attendance, student expectations, academics, and available student supports.

#### **B. Administrative Report – UMC**

##### Epicenter

All documents have been submitted as required.

| August                                                                                 | Date Due | Date Submitted |
|----------------------------------------------------------------------------------------|----------|----------------|
| Board Agenda – August (5 Business Days Before Meeting)                                 | 8/13     | 8/12           |
| School Contact List                                                                    | 8/28     | 8/17           |
| Employee Handbook                                                                      | 8/28     | 8/21           |
| Non-Building Lease                                                                     | 8/28     | 8/13           |
| Fire Marshall Inspection                                                               | 8/28     | 8/17           |
| School Staff Roster                                                                    | 8/28     | 8/17           |
| Bills over \$10,000                                                                    | 8/28     | 8/17           |
| Proposed Board Minutes & Attachments-August (8 Business Days After Approved)           | 9/1      | 8/21           |
| Approved Board Minutes & Attachments – July (5 Business Days After Approved)           | 8/27     | 8/21           |
| Organizational Meeting Approved Minutes & Attachments (5 Business Days After Approved) | 8/27     | 8/21           |
| September                                                                              | Date Due | Date Submitted |
| Board Agenda – September (5 Business Days Before Meeting)                              | 9/10     |                |
| NWEA or Scantron Fall Testing Schedule                                                 | 9/11     |                |
| EEM Authorization – Special Education Contact                                          | 9/11     |                |
| Emergency Drills Day Schedule                                                          | 9/18     |                |
| SE 4096 Special Education Actual Cost Report                                           | 9/30     |                |
| Playground Safety Training for Staff – Rules, Agenda, Attendance                       | 9/30     |                |
| Teacher and Administrator Evaluation and Employee Certification Warranty               | 9/30     |                |
| Anti-Bullying/Cyber-Bullying Policy                                                    | 9/30     |                |
| Testing Login Information                                                              | 9/30     |                |
| Expense Reimbursement Policy                                                           | 9/30     |                |
| Transparency Requirements on website/Mitten-Certificate of Completion                  | 9/30     |                |
| Proposed Board Minutes & Attachments – Sept. (8 Business Days After Approved)          | 9/29     |                |
| Approved Board Minutes & Attachments – Aug. (5 Business Days After Approved)           | 9/24     |                |

- Meetings took place with CBIZ to review all purchase orders and payroll

#### Grants Expenditure

| Grant Name                     | Expenditures | Revenue     | Current/Pending |
|--------------------------------|--------------|-------------|-----------------|
| <b>MDE Breakfast / Lunch</b>   | \$           | \$          |                 |
| <b>Title IA</b>                | \$22,720.00  | \$22,720.00 | Deposited       |
| <b>Title IIA</b>               | \$6,718.00   | \$6,718.00  | Deposited       |
| <b>Title III LE</b>            | \$407.00     | \$407.00    | Deposited       |
| <b>Title III IMM</b>           | \$1,353.00   | \$1,353.00  | Deposited       |
| <b>Title IV</b>                | \$3,073.00   | \$3,73.00   | Deposited       |
| <b>RAG Grant Reimbursement</b> | \$2,157.00   | \$2,157.00  | Deposited       |

#### General Fund Purchase Order Expenditures

|                               |                      |
|-------------------------------|----------------------|
| <b>General Fund Purchases</b> | <b>\$ 148,533.76</b> |
|-------------------------------|----------------------|

#### Dated Bank Statements on Cash Flow / Payroll Escrow

|                  |                       |
|------------------|-----------------------|
| <b>Cash Flow</b> | <b>Payroll Escrow</b> |
| \$4,987.00       | \$3,427.00            |

#### Payable / Receivable Accounts

|                                        |                                           |
|----------------------------------------|-------------------------------------------|
| <b>Pending Amounts Account Payable</b> | <b>Pending Amounts Account Receivable</b> |
| NA                                     | \$ 317,690.35                             |

#### Insurance

| Name                              | Date Paid |
|-----------------------------------|-----------|
| Health Insurance                  | 8/26/2026 |
| General Liability / Bus Insurance | 8/20/2026 |
| Workman's Compensation            | 8/23/2026 |

#### Financial Audits

|                      |                       |
|----------------------|-----------------------|
| <b>Name of Audit</b> | <b>Date Occurring</b> |
| Pupil Accounting     | NA                    |

**C. Financial Report**

- a. A copy of The Monthly Financial Report was provided to the board for review. The board accepted the Financial Report as is.
- b. A copy of the 4th Quarter Financial Report was provided to the board for review. The board accepted the 4th Quarter Financial Report as is.

**D. IT Report**

- Repairing Chromebooks and teacher laptops.
- Built laptop carts
- Adding Chromebooks to the carts
- Moved office
- Trained new office staff. Training is ongoing.
- Helped with scheduling

**E. Director of Operations**

**Transportation**

- Transportation is running smoothly. Still looking for drivers.

**Breakfast/Lunch Program**

- The breakfast and lunch programs are running smoothly.

**Maintenance**

- Maintenance is running smoothly; no major issues
- The maintenance team is consistently checking the safety of the building and making any necessary repairs.

**Building Safety**

- Building safety is running smoothly
- The safety team is walking the premises regularly to ensure the safety of students and staff

**Purchasing**

- No purchases this month.

**F. Steering Committee**

- a. Update on the restructuring of the school has taken place all summer.
  - i. Physically
  - ii. Academically

**VIII. Public Comments**

- A. None

**IX. Board Comments**

- A. None

**X. Scheduled New Business**

**A. DPS Jr. Academy**

- a. First week of October 30 students will be selected from the high school.

**B. Enrollment/Recruiting**

- a. 340 students currently enrolled

**C. 2026-2027 High School Course Catalog**

- a. A motion was made by Charlotte Henderson that the 2026-2027 High School Course Catalog be adopted as presented and second by Hana Shalabi. The motion passes unanimously.

**D. 2026-2027 State Aid Note**

- a. Final phase has been completed.

**E. UMC Handbook**

- a. A motion was made by Richard DeBacker that the Employee Handbook be adopted as presented and second by Hana Shalabi. The motion passes unanimously.

**XI. Extended Comments**

**A. Public**

- a. None

**B. Board Members**

- a. None

**XII. Confirmation of Next Meeting**

- A. September 17, 2026

**XIII. Adjournment**

Charlotte Henderson made a motion to adjourn Richard DeBacker second. Meeting adjourned at 6:27 p.m.

Minutes respectfully submitted,

Angela T. Jack

Recording Secretary

9/17/2026

Date

Approved by the Board of Directors at its September 17, 2026 meeting.

Chris DeBorja

Board Secretary

9/17/2026

Date