



Amana Academy Meeting Minutes

Date:	August 25, 2007										
Location:	School Activity Room										
Subject:	August 2007 School Governing Board Meeting										
Written By:	Hosny Mohamed	Written Date:	August 26, 2007								
Attendees:	<table border="0"> <tr> <td style="padding-right: 10px;">Board</td> <td>Darryl Brown, Maher Budeir, Pam Holloway, Hosny Mohamed, Tahir Qazi, Russ Thomas</td> </tr> <tr> <td>Administration</td> <td>Amaris Mohler, Jelena Naim</td> </tr> <tr> <td>Teachers</td> <td>Mary LoCurto, Paul Dunkelburger, Leslie Morrison, Julia Ramsey-Guy</td> </tr> <tr> <td>Parents/Community</td> <td>Lemiya Alexander, Samir Bashir, Pam Bloye, Andrea Cooper, Tom Georges, Ehab Jaleel, Chantel Munichiello, Luis Uribe</td> </tr> </table>			Board	Darryl Brown, Maher Budeir, Pam Holloway, Hosny Mohamed, Tahir Qazi, Russ Thomas	Administration	Amaris Mohler, Jelena Naim	Teachers	Mary LoCurto, Paul Dunkelburger, Leslie Morrison, Julia Ramsey-Guy	Parents/Community	Lemiya Alexander, Samir Bashir, Pam Bloye, Andrea Cooper, Tom Georges, Ehab Jaleel, Chantel Munichiello, Luis Uribe
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Item No.	Item Description	Action By	Complete By
1.	Meeting agenda: <ul style="list-style-type: none"> ➤ Old Business and other Remarks ➤ Principal's Report – CRCT ➤ Upcoming Events/Activities at Amana ➤ Financials / Audit ➤ Development / Fundraising ➤ Board Members Responsibilities and Commitments ➤ Annual Report ➤ Community Input 		
2.	Old Business – reviewed the July 28 meeting action items status as follows:		
2.1	Item 4.2 from the June meeting – Per Maher's August 22 nd e-mail, the workshop will be held at Roswell Cultural Arts Center – Item Closed		
2.2	Item 3.1, finalize 2007-08 budget forecast – was submitted and discussed by the board on August 18 – Item Closed		
2.3	Item 4.1, send the Strategic Plan draft to Amaris – A draft copy of the Strategic Plan, rev. 0.7, was e-mailed to implementation crews on August 23 rd – Item Closed		

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2.4	Item 5, first bullet, Fundraising Policy – the development of the policy is still work-in-progress. The policy outlines have been established and Nada is working on the first draft. This item will remain open until the policy is represented to the Board.	Nada/ Maher	Follow up in the Sep meeting
2.5	Item 6.7, Transportation – Amaris sent a letter requesting a meeting with Lynn Simpson, FCS executive director of transportation, to discuss Amana’s issues with transportation. A meeting has not been scheduled yet.	Amaris	Follow up in the Sep meeting
2.6	Item 6.8, PIE – A get-together with PIE representatives took place on August 18 th . The discussion was most constructive and focused on PIE moving forward in an Amana like practice – Item Closed		
3.	Principal’s Report and CRCT – Amaris went over her report along with CRCT graphics and data domain analysis. This package will be represented in details on Wednesday, August 29. Some of the follow up discussion items are:		
3.1	The current ethnic distribution is 33% Caucasian, 28% Asian, 26% African-American, 11% multi-racial, and only 2% Hispanic. More marketing work need to be done for a better representation of the Hispanic community in Fulton County.	Amaris	Will address in future reports
3.2	Regarding the number of students of 377, vs. what was once estimated of 400, the staffing is mainly based on the number of classrooms, meeting the students/teach ratio, not necessarily the total students count.		
3.3	The 15 minutes early dismissal for bus and after school care riders is temporary for two weeks and will revert back to the regular schedule.		
3.4	No classroom assistance this year for two reasons: a) budget constraints; b) Last year’s pseudo-volunteer system, included some sort of compensation, was more burden than help to the classroom teacher.		
3.5	The CRCT was originally designed to measure how well students acquire the skills and knowledge described in the GPS and QCC which are not consistent or aligned. As such, the data is currently used to establish Amana’s own criteria and measuring stick. We’re basically currently competing against ourselves.		
3.6	In future reports will state: <ul style="list-style-type: none"> • Statistics drawing from represented data; and • Recommended, or taken, action items. 	Amaris	Will address in Sep report

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4.	Up coming Events/Activities at Amana – Reviewed the calendar activities over the next 30 days														
5.	Financials / Audit – the revised 07-08 budget allocation from FCS, based on the actual 10-day enrollment, should be received by early September. In the interim, Pam spread out the figures from the preliminary budget that FCS based on 275 over 12 months and submitted to the auditing company to set up the 07-08 reporting,														
6.	Development/Fundraising – nothing new to report other than: <ul style="list-style-type: none"> <li data-bbox="293 579 1117 646">• A grant application for a land and a bus has been submitted to the DOE; and <li data-bbox="293 663 854 688">• FOA needs volunteers for future events 														
7.	Board Members Responsibilities and Commitments – Maher went over the current Board activities and work load. He announced Darryl’s status of staying with the board until November 07. A selection of the candid list or a new election will be held.														
7.1	Discussed the board participation in the 5 core crews and decided as follows:														
	<table border="0"> <thead> <tr> <th data-bbox="245 978 337 1003"><u>Crews:</u></th> <th data-bbox="902 978 1101 1003"><u>Board Member:</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="245 1020 326 1045">Arabic</td> <td data-bbox="902 1020 984 1045">Hosny</td> </tr> <tr> <td data-bbox="245 1062 708 1087">Environmental and Civic Responsibility</td> <td data-bbox="902 1062 967 1087">Russ</td> </tr> <tr> <td data-bbox="245 1104 451 1129">Ethical Character</td> <td data-bbox="902 1104 959 1129">Pam</td> </tr> <tr> <td data-bbox="245 1146 586 1171">High Academic Achievement</td> <td data-bbox="902 1146 967 1171">Nada</td> </tr> <tr> <td data-bbox="245 1188 521 1213">Strong Communicators</td> <td data-bbox="902 1188 967 1213">Tahir</td> </tr> </tbody> </table>	<u>Crews:</u>	<u>Board Member:</u>	Arabic	Hosny	Environmental and Civic Responsibility	Russ	Ethical Character	Pam	High Academic Achievement	Nada	Strong Communicators	Tahir		
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7.2	Considering her legal background, Nada will lead an effort to develop policies needed to communicate Board’s operation directives to the administration. She will also help the administration in developing the associated procedures.														
8.	Annual Report – This is different than the Amana report to FCS and aimed to: <ul style="list-style-type: none"> <li data-bbox="293 1524 699 1549">• Reporting to the community <li data-bbox="293 1566 570 1591">• Marketing Amana <li data-bbox="293 1608 951 1633">• Communicating Amana’s principals and values <p data-bbox="245 1650 1109 1738">It was decided that, at this stage, adding an executive summary to Amana’s report to the FCS report is the most efficient and sensible approach.</p>														
9.	Community Input – based on questions by parents and teachers:														
9.1	Using the laptops is only allowed in 4 th grade and up. Computer lab is used for other grades.														

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9.2	Computers in the primary classroom, purchased this summer, will be ready in the next couple of weeks.		
9.3	For High Academic Achievement, parents with strong background in math, science, or any other area of improvement, should be utilized. EL is all about community involvement.		
End.			