

Meeting Minutes



Meeting Type: Public Board meeting	November 16, 2013
<u>Board Members Present:</u> Craig Dean, Nada Diab, Mulham Shbeib, Steve Sherman, Suheb Siddiqui, Calvin Stamps <u>Board Members Absent:</u> Maher Budeir, Kristina Eisenhardt	Recorder: Mulham Shbeib Start: 9:00 AM End: 11:00 AM

DISCUSSION TOPICS	ACTION ITEMS
<p><u>Executive Directors Report:</u></p> <ul style="list-style-type: none"> • <u>Professional Development:</u> Ehab Jaleel provided an update on the EL National Conference which took place in Atlanta. It was attended by about 15 Amana faculty members and 2 Amana board members. The conference was attended by nearly 1,000 people and Amana was among the workshop presenters. Amana also attended the STEM-TECH 2013 Atlanta conference and partnered with KSU. • <u>Personnel Updates:</u> <ol style="list-style-type: none"> i. Amana is working to implement Teacher Keys, a Fulton County evaluation program for teachers. ii. With the departure of the MS Director, Amana has transitioned the responsibilities with this position to various leaders at Amana and processes are running efficiently and smoothly. iii. Amana has filled a few open positions pertaining to Special Ed and one position remains open. • <u>Community Update:</u> Amana held its Ribbon Cutting Ceremony for the new Middle School wing and the event was well attended by various community leaders, educators, and elected officials. The feedback was very positive and well received. The local media was thanked for reporting this event. • <u>Enrollment:</u> Amana has approximately 700 students and is expecting 2nd semester transfers to be around 20 students in total (both coming and going). An amendment to the enrollment policy was discussed that would not allow any mid-year transfers for new 8th grade students as well as potentially placing new students in grades / classrooms based on their MAP assessments. • <u>Marketing Update:</u> Amana will hold an open house on December 15th @ 2:30 PM and will be advertising in local papers. Amana is also hosting a TedX event today and is the only elementary or middle school in Georgia to be hosting the National Youth event. • <u>Compliance:</u> Amana is up to date with all of its compliance requirements. • <u>Learning Targets:</u> Ehab deferred to Mr. Christian Harden, who is Amana's Student Achievement Instructional Coach. Mr. Harden gave a detailed presentation on Amana's learning targets for its students. He incorporated data from tests results to better evaluate and report on the achievements and growth that students are making. The data was very useful and the presentation very helpful, as it enabled the attendees to see where progress is being made, where improvements can be made and how best to make these improvements. 	

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<p><u>Committee Updates</u></p> <ul style="list-style-type: none"> • <u>Executive Committee</u>: No updates were provided. • <u>Charter Renewal</u>: Nada updated the board on the current status of our charter renewal application and thanked everyone for their hard work. • <u>Fund Development</u>: Craig provided an update on our Annual Fund and shared that 12% of parents have participated and almost \$20k has been received / pledged. Amana is waiting to hear in early 2014 if they are approved for a grant from the Navy and is also expecting to hear shortly on the approval of a facilities grant. Amana will be applying for 2 additional grants, one of which is known as a “Substantial Growth Grant.” Suheb will also be taking the lead on the capital campaign. • <u>Business Committee</u>: Pam Holloway, Amana’s CFO, led a discussion on Amana’s October financials and noted that Amana has a new banking relationship with Region’s Bank, as they are the trustee servicing our bond. • <u>Governance Committee</u>: The need for creating a strategic planning committee was discussed as Amana’s 5 year vision will need to be developed. 	