

Amana Academy Board Meeting Minutes: July 26 2008

Attended by: Pam Holloway, Lynne Hedgepeth, Maher Budeir, Shuaib Hanief, Amaris Mohler, Nada Diab, Tahir Qazi

Summary

1. Amaris reported that the School is now fully staffed. Science textbooks are now available. Algebra needs to be focused on through maps. Travel management section added in handbook.
2. Discussed options to enforce employment contracts. Amaris to identify council to review the contract currently in place.
3. Amaris to create a list of action items based on CRCT data. Compare Nation vs all schools?
4. Maher: School wide events will need to be in the community center because of number of people attending.
5. Tracy: Stress parental involvement in PTA. Need to recognize that fathers are more involved in Amana (different from the norm). Need a school wide calender. Tracy to set a goal to evaluate PTA/board interaction, communication and will look into how to improve.
6. Sadaf is volunteer coordinator. Talked about the need for tracking hours and sending a reminder to volunteer parents. Amaris to work with Sadaf on this.
7. Fund Raising: Discussion on how to carry out successful capital campaign. Board evaluation session was set to be Aug 7th. Pam to contact private schools and find consultant for fundraising strategy/ideas. Maher to send proposed fund raising dates over the weekend.
8. Tahir to send out agenda for Development of 2008 Amana Board Goals on Aug 7th.
9. IT: Amaris to meet with Tahir, Shuaib to discuss plans on IT person. Amaris to get with Shuaib on Powerschool planning. Discussed the need for powerschool implementation.

Completed Task List

Owner	Due Date	Goal	Category
Shuaib Hanief	6/28/2008	Send out meeting minutes for board meeting on June 21st	Board Meeting
Maher Budeir	7/5/2008	Meet with Superindendant for renewal planning	Charter Renewal
Shuaib Hanief	8/10/2008	IT: Amaris,Tahir, Shuaib to meet. discuss plans on IT person.	Board Issue
Maher Budeir	6/28/2008	Meet with Andrea to talk about facility grant strategy	Facilities Grant

Maher Budeir	7/5/2008	Board Assessment and Development: Come up with the timeline.	Board Issue
Tahir Qazi	8/4/2008	Tahir to send out agenda for Development of 2008 Amana Board Goals on Aug 7th.	Board Issue
Shuaib Hanief	8/2/2008	Set-up Interviews with IT Specialist	Board Issue
Maher Budeir	6/28/2008	Facilitate a Board meeting to develop goals from board to Amaris so she can submit her goals.	Board Issue
Tahir Qazi	8/4/2008	Tahir to send out agenda for Development of 2008 Amana Board Goals on Aug 7th.	Board Issue

New Task List

Owner	Due Date	Goal	Category
Nada Diab	8/31/2008	Research admission policy regarding gender separation for K to 3rd grade	Policy
Maher Budeir	8/1/2008	Issue final draft renewal by Aug 1	Renewal
Pam Holloway	8/31/2008	Select consultant to train the Board on Fund raising	Fund raising
Lynne Hedgepeth	8/31/2008	Issue 50 copies of the "Preliminary Annual Report" for use during renewal	Renewal
Amaris Mohler	8/24/2008	Amaris to get with Shuaib on Powerschool planning to propose next steps	IT
Amaris Mohler	8/31/2008	Amaris to create a list of action items based on CRCT data. Compare Nation vs all schools?	Academics
Amaris Mohler	8/31/2008	Discuss options to enforce employment contract. Amaris to identify council to review current contract	HR