



# Granada Islamic School

3003 Scott Blvd., Santa Clara, CA 95054  
Phone: (408) 980-1161 FAX: (408) 980-1120

## Board of Directors

Mizanur Rahman  
Chair

Luqman Mohammed  
Vice-Chair

Maidul Islam  
Secretary

Bassem Maaz  
Treasurer

Fayaz Syed

Razi Mohammed

Khadiga El-Haddad

## Administration

Rania El-Sioufi  
Principal

**Date: 8/9/2016**

**Board Members Attending: Mizanur Rahman, Maidul Islam, Bassem Maaz, Khadiga El-Haddad**

**Board Members Absent: Luqman Mohammed, Razi Mohammed, Fayaz Syed**

**Also Present: Sr. Rania**

### **Topic 1: Discussion on Admin Items**

- The board discussed some of the admin items with Sr. Rania.

#### **Infant Room (2016-17)**

- Sr. Rania mentioned that one of the teachers is looking for part-time option for the program as well as discount for another teacher.
- The board has decided the following for Infant Room (2016-17) school year.
  - To open the Infant room for 2016-17 school year, understanding that we would have minimum 4 infants.
  - No Financial Aid will be available for infant and PreK program, and so no change in the existing policy.
  - Teachers will have to pay in full (\$700/month) for infant room.
  - The board did not approve the fee \$520/month even if the child is a toddler. As long as the child is enrolled for infant room, the teacher will have to pay \$700/month in full.
  - The board would like to make sure that we are following the age specific criteria for enrolling into the infant room.
  - It will be open to children of any community members, but the fee will be \$1100/month in that case.
  - The max. capacity will remain the same which will be 6.

#### **PreK Extra Resources**

- The board discussed with Sr. Rania regarding the extra resources in PreK.
- Sr. Rania mentioned that the current PreK enrollment is 26.
- The board mentioned that even with 26 students, there are extra resources that require optimization.
- Unless there are more students and if any PreK student drop, then it requires consideration for the optimization. The board requested Sr. Rania closely to monitor on this.



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### TA Request

- The board has discussed with Sr. Rania's request and decided not to hire any TA for this school year, keeping existing policy intact.

### Laptop Request

- The board has approved 6 laptops with a budget of \$3500 for the upper grade class.

### Quran Club

- The board has discussed with Sr. Rania regarding the Quran Club (after school). Sr. Khadiga would help to start this and this should continue throughout the year. This should be a way to help GIS students to complete memorization of Quran.

### PE Uniform for Middle School Girls

- The board has discussed with Sr. Rania regarding the PE uniform for middle school girl students.
- Sr. Rania mentioned that admin has already communicated parents for the uniform and so it won't be possible for this school year. But she would look for the next school year for any change. She also mentioned that PTO is also working for survey to get feedback on school uniform from parents.

### Employee Salary

- The board has discussed with Sr. Rania regarding admin salary.
- More details would be outlined for this item in the confidential section of this minute.

### Topic 2: Presentation by MultiScope

- Br. Nisar presented the value proposition to the board that they are providing to GIS. He also went over the projects that they had completed for GIS.
- Br. Nisar also mentioned some of the things that GIS needs to upgrade for software and hardware side.
- As the current contract has already expired, he mentioned how GIS could benefit by increasing the number of support hours per month. The board has requested more information in terms of comparison so that the board can make decision on that.



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### **Topic 3: Approval of Minutes from the meetings 7/18 and 8/2**

- Board has approved the minutes of the meetings from 7/18 and 8/2.

### **Topic 4: Imam Program Discount for 2016-17 school year**

- The board has decided to freeze the imam program discount for this school year, so there shouldn't be any enrollment based on this program.

### **Topic 5: Teacher Allocation Matrix and Enrollment**

- The board has discussed about teacher allotment/load and decided to get the following at the earliest:
  - Current Enrollment list (including PreK)
  - Teacher/staff allocation matrix for 2016-17 as well as their load detail.
  - Credential vs non-credential teachers for at least two years (including this upcoming year).
- This would help the board to go over for budget planning and the resource optimization.