



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

Razi Mohammed

Khadiga El-Haddad

Administration

Rania El-Sioufi
Principal

Date: 9/27/2016

Board Members Attending: Mizanur Rahman, Maidul Islam, Bassem Maaz, Khadiga El-Haddad, Razi Mohammed, Luqman Mohammed

Board Members Absent:

Also Present: Sr. Rania

Topic 1: Approval of Minute 9/13

- The board has approved the minutes of the meeting 9/13.

Topic 2: Admin Points

- The board discussed some of the admin items.

HS Accreditation Update

- Sr. Rania updated board the progress on the HS accreditation process.
- School has submitted the documents to WASC for 9th and 10th grade approval. WASC would most likely visit the school to see 9th and 10th grade schedule/class in this fall (around Nov end). WASC has a commission meeting in January and it is expected that GIS case would be presented to the commission on January and a response after the meeting is expected.

School Improvement Plan Update

- All teachers and admin have started looking at the data from last year's state test scores.
- This is a good initiative and board has thanked them for this process.
- This is the first time that teachers take a look at their test scores for their students (from last year). They are working to come up with this year's target line for the state test (target percentage improvement).
- Teachers are identifying the targeted area for students for improvement as well as their goals for improvement.

Task Force Expectations

- Sr. Rania mentioned about the task force meeting and the expectation in the areas.
- Policy and Standards (Visitor Management, Student tardiness, Vendor, dismissal process)
- Risk Management Procedure, teacher policy, administrative section etc. Standard texting in the emergency.



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

Razi Mohammed

Khadiga El-Haddad

Administration

Rania El-Sioufi
Principal

- Security Architecture and policy.

Hafiz Discount Program

- Sr. Rania mentioned that office is preparing the application form so that students can apply for the hafiz tuition discount. Deadline for submitting the form to consider for 2016-17 school year's tuition discount is Oct 31st 2016. Admin will send the information to the students soon.
- The board discussed and agreed to make this simple. The board also mentioned that a simple note along with the application stating that they have completed memorization of Quran, would be sufficient to be eligible for this discount. This continues to be an honorary discount program for the hafiz in the school as recognition for their accomplishments.

Office Management Position

- Sr. Rania mentioned the need for an office management position, due to the shortage of admin staff.
- The board discussed separately and due to the budget deficit and with existing office admin staff, the board did not feel the need for a new position and has decided not to open any position for this school year.

Drug, Alcohol and Health Awareness Program

- Sr. Rania mentioned that PTO has suggested to initiate a program for drug, alcohol and health awareness for middle and high school students.
- The board mentioned the program from Santa Clara Police Department (SCPD) and suggested Sr. Rania to contact SCPD. Br. Mizan has shared the contact information of police chief.

Topic 3: HR Discussion for Personal Time Off

- The board discussed Sr. Lian's PTO and more detail would be mentioned in the confidential section of the minute.

Topic 4: Advertisement Charge By MCA Newsletter

- The board discussed MCA's request for payment of advertisement of charges.
- The board agreed to make payment only for the color advertisement and the black&white would continue to free for GIS.
- In view of the above, the board has decided to make the payment \$2392 to MCA for color advertisement charges.



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

Razi Mohammed

Khadiga El-Haddad

Administration

Rania El-Sioufi
Principal

Topic 5: CPSA Travel by HS Consultant

- The board has approved \$1000 for HS Consultant's trip to CPSA school, Chicago.

Topic 6: Board Meeting Frequency and Minutes Display

- The board has decided to meet alternate week going forward. This really depends on the topics to be discussed and urgency on the items for decision.
- The board also decided to put the display version of the board meeting minutes in the school website.

Topic 7: GIS Employee Health Insurance

- The board has decided to renew GIS health Insurance policy (AS-IS).
- There is no change on benefit premium sharing by the employer and the base policy remains the same for this year.