

Caniff Liberty Academy
Board of Directors
Regular Board Meeting
Minutes

Date: January 15, 2020
Time: 6:00 pm
Location: Caniff Liberty Academy
2650 Caniff St.
Hamtramck, MI 48212

Call to Order

The meeting was called to order at 6:05 p.m. by Mr. Al-Zaqzuq.

Roll Call

A roll call was taken. The following board members were in attendance:

Absent (Excused) – Mr. Abu-Shanab, President
Present (Arrived at 6:08 pm) – Mr. Mohammad Barlaskar, Vice-President
Present - Mr. Ali Al-Zaqzuq, Treasurer
Present – Mr. Imad Hamad, Secretary
Present – Mr. Qurban Choudhury, Member

A quorum was in attendance to conduct business.

Also in attendance were the following individuals:

Mr. Ahmad Saber, EMAN
Mr. Ehab Hassan, EMAN
Dr. Lorilyn Coggins, EMAN
Mr. Scott Henwood, Caniff Liberty Academy
Ms. Judeen Bartos, Oakland University Charter Schools Office

Approval of Agenda

It was moved by Mr. Hamad and seconded by Mr. Al-Zaqzuq to approve the agenda. The vote was unanimous (4/0) in favor of the motion. Motion passed - Agenda approved.

No board member indicated having a conflict of interest with respect to any agenda item.

Approval of Board Meeting Minutes

It was moved by Mr. Hamad and seconded by Mr. Al-Zaqzuq to approve the minutes of the regular meeting held on November 20, 2019 as written. The vote was unanimous (4/0) in favor of the motion. Motion passed - Minutes approved.

Public Comment Relating to Agenda Items

No public comment was received.

Correspondence

No correspondence was received.

Reports

Mr. Saber welcomed the Board to the first meeting of 2020 and wished everyone a happy new year. He noted that since the Board did not meet in December, the board report includes highlights from both December and January. Mr. Henwood then provided highlights of current enrollment, academic activities, assessment and staffing updates. Dr. Coggins highlighted the Epicenter compliance and grant awards.

Dr. Coggins presented the monthly financial reports including the balance sheets, statements of revenues and expenditures and check register. She highlighted cash on hand, the fund equity and the actual to budget percentages.

Authorizer Comments

The Board was provided with a copies of the December and January Resource Calendars.

Ms. Bartos brought new Conflict of Interest forms for the Board members to complete. She noted that terms would be expiring for Mr. Barlaskar, Mr. Al-Zaqzuq and Mr. Choudhury and that letters would be sent with instructions for renewal. The annual appreciation dinner was tentatively set for April 23, 2020 but as that is the first evening of Ramadan, she will see an another date can be selected.

Unfinished Business

Mr. Barlaskar was provided with an iPad and was asked to complete and return an acknowledgement form.

New Business

It was moved by Mr. Al-Zaqzuq and seconded by Mr. Barlaskar to approve the Financial Reports and Disbursements as presented. The vote was unanimous (4/0) in favor of the motion. Motion passed –Financial Reports and Disbursements approved.

It was moved by Mr. Barlaskar and seconded by Mr. Al-Zaqzuq to approve and adopt the Fall 2019 Board Policy updates as provided by the National Charter Schools Institute. The vote was unanimous (4/0) in favor of the motion. Motion passed – Board Policy Updates approved and adopted.

It was moved by Mr. Barlaskar and seconded by Mr. Al-Zaqzuq to approve the amended budget and adopt the Amended Appropriations Act as presented. The vote was unanimous (4/0) in favor of the motion. Motion passed – Amended Budget approved and adopted.

Dr. Coggins presented the Board with the Transparency Certification asking for Mr. Al-Zaqzuq to sign the document which is due in Epicenter.

It was moved by Mr. Al-Zaqzuq and seconded by Mr. Hamad to approve the 2020/2021 Lottery and Enrollment Procedures as presented. The vote was unanimous (4/0) in favor of the motion. Motion passed – 2020/2021 Lottery and Enrollment Procedures approved.

Other Business

There was no other business to come before the Board.

Extended Public Comments

There was no extended public comment.

Closing Items

The next regular meeting of the Board of Directors is scheduled for Wednesday, February 19, 2020.

It was moved by Mr. Barlaskar and seconded by Mr. Hamad that the meeting be adjourned at 7:38 p.m. The vote was unanimous (4/0) in favor of the motion. Motion passed - Meeting adjourned at 7:38 p.m.

I certify that these minutes were approved [✓] as read [] as corrected by the Academy Board at a duly noticed open meeting held on Feb. 19, 2020 at which a quorum was present.

By: A. Barlaskar
Its: ~~Secretary~~ Vice President