

Caniff Liberty Academy
Board of Directors
Regular Board Meeting
Minutes

Date: Wednesday, February 16, 2022
Time: 6:00 pm
Location: Caniff Liberty Academy
2650 Caniff St.
Hamtramck, MI 48212

Call to Order

The meeting was called to order at 6:08 pm by Board Treasurer Al-Zaqzuq.

Roll Call

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

Absent (Excused) – Mr. Abu-Shanab, President
Present - Mr. Ali Al-Zaqzuq, Treasurer
Present – Mr. Imad Hamad, Secretary
Absent (Excused) – Mr. Qurban Choudhury, Vice President
Absent (Excused) – Dr. Elmoataz Ibrahim, Member

A quorum was in attendance to conduct business.

Also in attendance were the following individuals:

Mr. Ahmed Saber, EMAN
Mr. Ehab Hassan, EMAN
Dr. Azra Ali, EMAN
Dr. Lorilyn Coggins, EMAN
Mr. Lawrence Cowger, Caniff Liberty Academy
Ms. Latacha King, Oakland University Charter Schools Office (by phone)

Approval of Agenda

It was moved by Mr. Hamad and seconded by Mr. Choudhury to approve the agenda. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Imad, and Choudhury). Motion passed - Agenda approved.

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

Approval of Prior Meeting Minutes

It was moved by Mr. Hamad and seconded by Mr. Choudhury to approve the minutes of the Regular Meeting held on November 17, 2021, as read. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Imad, and Choudhury). Motion passed - Minutes approved.

Public Comment Relating to Agenda Items

No public comment was provided.

Correspondence

A copy of the communication from Oakland University regarding the required Annual Conflict of Interest Disclosure forms was received and reviewed. Blank copies of the Annual Conflict of Interest forms were provided to Mr. Choudhury and Mr. Al-Zaqzuq for their completion.

A copy of the letter written to Oakland University on behalf of the Academy requesting a Contract Amendment to request preschool was presented.

A copy of the ECF funding commitment letter was received and reviewed.

A copy of the FOIA request received from the State Board of Education was received. Dr. Coggins noted that the requested documents had been provided.

Reports

Mr. Saber welcomed the Board, back in person, to the February meeting. Mr. Cowger provided a summary of the monthly report with highlights of academics, assessments, staffing, enrollment, compliance and grants.

Dr. Coggins summarized the December financial reports noting cash on hand, fund balance, and actual to budget percentages for both revenues and expenditures.

A copy of the Pupil Accounting Field Audit report was received.

A copy of the Site and Facility Review report was received.

Unfinished Business

There was no unfinished business to come before the Board.

New Business

It was moved by Mr. Al-Zaqzuq and seconded by Mr. Hamad to approve the December financial reports as presented. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Imad, and Choudhury). Motion passed – Financial Reports Approved.

It was moved by Mr. Hamad and seconded by Mr. Choudhury to approve request for a Contract Amendment to add preschool and adopt the associated resolution. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Imad, and Choudhury). Motion passed – Preschool expansion approved.

It was moved by Mr. Hamad and seconded by Mr. Choudhury to not adopt the MIOSHA Special Policy Release. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Imad, and Choudhury). Motion passed – MIOSHA Special Policy not adopted.

It was moved by Mr. Hamad and seconded by Mr. Choudhury to adopt the 2021/2022 Amended Budget as presented. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Imad, and Choudhury). Motion passed – 2021/2022 Amended Budget adopted.

Dr. Coggins provided the Board with a copy of the Transparency Reporting Certification.

It was moved by Mr. Al-Zaqzuq and seconded by Mr. Hamad to adopt the 2022/2023 Lottery and Enrollment Policy and Procedures. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Imad, and Choudhury). Motion passed – 2022/2023 Lottery and Enrollment adopted.

Mr. Saber and Dr. Ali presented the rationale for expanding the current program offerings to include high school in order to remain competitive in the local market. It was moved by Mr. Hamad and seconded by Mr. Choudhury to approve an expansion to high school and request a contract amendment with Oakland University. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Imad, and Choudhury). Motion passed – High School expansion and contract amendment request approved.

Other Business

No other business came before the Board.

Authorizer Comments

The March Resource Calendar was provided to the Board.

Ms. King was present by phone and spoke to the Annual Education Report, mid-year accomplishments and goals reporting, ongoing AIRWIN board development. She complimented the Board on their discussion related to preschool and high school programming.

Extended Public Comments

There was no extended public comment.

Closing Items

The next regular meeting was announced for March 16, 2022.

It was moved by Mr. Hamad and seconded by Mr. Choudhury that the meeting be adjourned at 7:00 p.m. The vote was unanimous in favor of the motion. Motion passed – Meeting Adjourned.

I certify that these minutes were approved [☒] as read, [☐] as corrected, by the Academy Board at a duly noticed open meeting held on March 16, 2022 at which a quorum was present.

By: 
Its: Secretary