

Caniff Liberty Academy  
Board of Directors  
Regular Board Meeting  
Minutes

Date: Wednesday, June 21, 2023  
Time: 6:00 pm  
Location: Caniff Liberty Academy  
2650 Caniff St.  
Hamtramck, MI 48212

Call to Order

The meeting was called to order at 6:26 pm by Treasurer Al-Zaqzuq.

Oath of Public Office

Dr. Coggins administered the Oath of Public Office to both Mr. Al-Zaqzuq and Mr. Choudhury.

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  
Present – 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. Ehab Hassan, EMAN  
Dr. Lorilyn Coggins, EMAN  
Mr. Tom Kozak, Caniff Liberty Academy  
Ms. Judeen Bartos, Oakland University Charter Schools Office

Approval of Agenda

It was moved by Mr. Al-Zaqzuq and seconded by Mr. Hamid to approve the agenda. The vote was unanimous (3/0) in favor of the motion (Ayes - Al-Zaqzuq, Hamad, 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. Al-Zaqzuq to approve the minutes of the Regular Meeting held on May 17, 2023, as read. The vote was unanimous (3/0) in favor of the motion (Ayes - Al-Zaqzuq, Hamad, and Choudhury). Motion passed - Minutes approved.

### Public Comment Relating to Agenda Items

No public comment was provided.

### Correspondence

Letters from Oakland University were received appointing Mr. Choudhury and Dr. Ibrahim to new terms on the Board of Directors.

An e-rate funding recap was received and reviewed.

MDE approval of the Vended School Meals contract with CMT Foods was received.

### Reports

Dr. Ali welcomed the Board to the June meeting and provided the Board with a summary report of the final NWEA data for the year, noting that students exceeded the contract goals. She also highlighted the summer programming plans.

Mr. Hamad expressed the Board's appreciation for the work done during the current year in raising student achievement and growth.

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

### Unfinished Business

There was no unfinished business to come before the Board.

### New Business

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

It was moved by Mr. Hamad and seconded by Mr. Al-Zaqzuq to approve the 23/24 projected budget as presented during the Budget Hearing and adopt the Appropriations Act accordingly. The vote

was unanimous (3/0) in favor of the motion (Ayes - Al-Zaqzuq, Hamad, and Choudhury). Motion passed – 23/24 Budget Approved.

It was moved by Mr. Hamad and seconded by Mr. Al-Zaqzuq to approve the 22/23 amended budget as presented and adopt the corresponding Appropriations Act. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Choudhury, and Hamad). Motion passed – 22/23 Amended Budget Approved.

It was moved by Mr. Hamad and seconded by Mr. Al-Zaqzuq to approve the vended school meals contract with CMT Foods. The vote was unanimous in favor of the motion (3/0 – Ayes – Al-Zaqzuq, Choudhury, and Hamad). Motion passed – Vended School Meals Contract Approved.

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

#### Other Business

No other business was considered.

#### Authorizer Comments

The July Resource Calendar was provided to the Board.

Ms. Bartos brought comments to the Board from Oakland University and thanked the school for the invitations extended to the graduation ceremonies and year-end events.

#### Extended Public Comments

There was no extended public comment.

#### Closing Items

The next meeting was announced for Wednesday, August 16, 2023. This meeting will be the annual organizational meeting. Mr. Choudhury noted that he would not be able to attend.

It was moved by Mr. Hamad and seconded by Mr. Al-Zaqzuq that the meeting be adjourned at 6:48 p.m. The vote was unanimous in favor of the motion. Motion passed – Meeting Adjourned.

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I certify that these minutes were approved [✓] as read, [ ] as corrected, by the Academy Board at a duly noticed open meeting held on August 16, 2023 at which a quorum was present.

By:   
Its: Secretary