

Caniff Liberty Academy
Board of Directors
Organizational Board Meeting
Minutes

Date: August 17, 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 6:10 pm by Mr. Al-Zaqzuq.

Roll Call

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

Present – Mr. Abu-Shanab
Present - Mr. Ali Al-Zaqzuq
Present – Mr. Imad Hamad
Present – Mr. Qurban Choudhury (left at 6:59 pm)
Present – Dr. Elmoataz Ibrahim

A quorum was in attendance to conduct business.

Also in attendance were the following individuals:

Mr. Ahmed Saber, EMAN
Dr. Azra Ali, EMAN
Mr. Ehab Hassan, EMAN
Dr. Lorilyn Coggins, EMAN
Mr. Tom Kozak, Caniff Liberty Academy
Mr. Gregory M. Meihn, Legal Counsel
Ms. Judeen Bartos, Oakland University Charter Schools Office

Conflict of Interest Inquiry

No board members indicated any conflict of interest with the agenda items.

Appointment of Temporary Chairperson

It was moved by Dr. Ibrahim and seconded by Mr. Al-Zaqzuq to appoint Mr. Abu-Shanab as temporary chairperson. The vote was unanimous (5/0) in favor of the motion (AYES - Abu-Shanab, Al-Zaqzuq, Hamad, Choudhury and Ibrahim). Motion passed – Mr. Abu-Shanab appointed as temporary chairperson.

Approval of Agenda

It was moved by Mr. Abu-Shanab and seconded by Mr. Hamad to approve the agenda. The vote was unanimous (5/0) in favor of the motion (Ayes – Abu-Shanab, Al-Zaqzuq, Hamad, Choudhury, and Ibrahim). Motion passed - Agenda approved.

Public Comment Relating to Agenda Items

No public comment was provided.

Election of Officers

It was moved by Mr. Hamad and seconded by Dr. Ibrahim to elect the following slate of officers for the ensuing year:

- President – Abu-Shanab
- Vice President – Choudhury
- Secretary – Hamad
- Treasurer – Al-Zaqzuq

The vote was unanimous (5/0) in favor of the motion (Ayes – Abu-Shanab, Al-Zaqzuq, Hamad, Choudhury, and Ibrahim). Motion passed – Officers elected.

Legal Proposals

It was moved by Mr. Hamad and seconded by Dr. Ibrahim that the Board continue to use the services of Attorney G. Meihn as legal counsel. The vote was unanimous (5/0) in favor of the motion (Ayes – Abu-Shanab, Al-Zaqzuq, Hamad, Choudhury, and Ibrahim). Motion passed – Legal Counsel, G. Meihn.

Annual Resolutions

It was moved by Mr. Hamad and seconded by Dr. Ibrahim to approve the Annual Resolutions as presented. The vote was unanimous (5/0) in favor of the motion (AYES - Abu-Shanab, Al-Zaqzuq, Hamad, Choudhury and Ibrahim). Motion passed – Annual Resolutions adopted to include:

- Election of Officers
- Legal Counsel – G. Michael Meihn
- Independent Auditor – Gardner, Provenzano, Thomas and Luplow
- 2022/2023 School Calendar
- Indemnification of Certain Individuals Associated with the Academy
- Place for Posting and Person to Post Notices – Academy/Coggins
- Board Corresponding Agent – Coggins

- Title VI – Civil Rights Representative – Coggins
- Freedom of Information Act Coordinator – Coggins
- Homeless Children and Youth Liaison – Academy Social Worker
- Title IX Representative – Coggins
- Account Designation and Signatory Authority – Charter One Bank/President, Treasurer, Saber
- Place for Print Media – Hamtramck Review
- Media Contact – Saber
- Insurance Coverage Procurement – Abu-Shanab
- Chief Administrative Officer – Saber
- Budget Timeline
- AHERA Contact – Hassan
- Board Recording Secretary – Coggins
- Sexual Harassment Contact – Coggins and Speck
- Persons with Disabilities, Section 504 Contact – Coggins
- FERPA Contact – Coggins
- Playground Safety Act Contact – Hassan
- School Safety Commission Liaison – Hassan
- Negotiation and Execution of Contracts – Abu-Shanab

Correspondence

The Board received a copy of the Wayne RESA IDEA Monitoring letter indicating no findings.

The Board received a copy of the correspondence from Oakland University denying the contract amendment request.

Reports

Mr. Saber welcomed the Board to the first meeting of the 2022/2023 school year. He reported that staff have returned for professional development and students are scheduled to return on August 30, 2022. The Board was provided with an update on a former employee who has been featured in the media. Mr. Saber introduced Tom Kozak as the new principal and reported that Dr. Cowger remains with EMAN as a Data Analyst and Coach. Dr. Ali presented highlights from the written monthly report noting that Mr. Alasad has joined the Caniff team as the Academic and Behavior Coach. Current enrollment for the new year is currently 474 but additional enrollment events are still planned. ALICE training has been conducted with staff. A new boiler is to be installed by the landlord. The new playground was addressed. A fence will be installed shortly to provide greater playground safety.

Dr. Coggins summarized the July financial reports noting cash on hand, fund balance, and actual to budget percentages for both revenues and expenditures. It was moved by Mr. Abu-Shanab and seconded by Mr. Hamad to approve the July financial reports as presented. The vote was unanimous (5/0) in favor of the motion (Ayes – Abu-Shanab, Al-Zaqzuq, Hamad, Choudhury, and Ibrahim). Motion passed – Financial Reports approved.

Consent Agenda

It was moved by Mr. Hamad and seconded by Mr. Abu-Shanab to approve the Consent Agenda Items as presented. The vote was unanimous (5/0) in favor of the motion (Ayes – Abu-Shanab, Hamad, Choudhury, Al-Zaqzuq, and Ibrahim). Motion passed – Consent Agenda Items approved to include:

- June 15, 2022, Regular Board Meeting Minutes
- June 15, 2022, Budget Hearing Minutes

New Business

It was moved by Mr. Hamad and seconded by Mr. Abu-Shanab to approve the CMT Vended Meals Contract. The vote was unanimous (5/0) in favor of the motion (Ayes – Abu-Shanab, Hamad, Choudhury, Al-Zaqzuq, and Ibrahim). Motion passed – CMT Vended Meals Contract approved.

Other Business

Mr. Choudhury had to leave the meeting. A quorum was still in attendance.

There was considerable discussion about the denial of the Contract Amendment Request for a high school expansion. It was noted that the request was in response to parental demand for safety and cultural reasons. Mr. Saber indicated that a legal opinion had been rendered by Mr. Carlson and that it had also been reviewed by a State employee. Disappointment was expressed that the request was denied, especially with no rationale provided. Ms. Bartos indicated that the denial was driven by Oakland University general counsel in consultation with Dykema Gossett. She noted that she would arrange for Dykema Gossett to communicate with the Board's legal counsel.

Authorizer Comments

Ms. Bartos noted that Oakland University is again offering its public school academies a school improvement award for \$40,000. She also noted that the University will sponsor up to five attendees at the MAPSA Symposium. In-person visits from the PSA Office are scheduled to resume in September.

Extended Public Comments

There was no extended public comment.

Closing Items

The next regular meeting of the Board of Directors is scheduled for Wednesday, September 21, 2022.

It was moved by Mr. Hamad and seconded by Mr. Abu-Shanab that the meeting be adjourned at 7:30 p.m. The vote was unanimous (4/0) in favor of the motion (Ayes – Abu-Shanab, Hamad, Al-Zaqzuq, and Ibrahim). Motion passed – Meeting Adjourned at 7:30 p.m.

I certify that these minutes were approved as read by the Academy Board at a duly noticed open meeting held on Wednesday, September 21, 2022 at which a quorum was present.

By: *Imad Hamad*

Its: Secretary