

Caniff Liberty Academy
Board of Directors
Organizational Board Meeting
Minutes

Date: August 18, 2021
Time: 6:00 pm
Location: Zoom Meeting:
<https://us02web.zoom.us/j/83613549566?pwd=eTZLNkpnWUxma0pHNnVmSmd6K3VqZz09>
Caniff Liberty Academy
2650 Caniff St.
Hamtramck, MI 48212

Call to Order

The meeting was called to order at 6:02 pm by Mr. Abu-Shanab.

Roll Call

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

Present – Mr. Abu-Shanab, President (Rochester Hills, Oakland County MI)
Absent - Mr. Ali Al-Zaquq, Treasurer (arrived at 6:21 pm)
Present – Mr. Imad Hamad, Secretary (Dearborn, Wayne County MI)
Present – Mr. Qurban Choudhury, Vice President (Flint, Genesee County MI)
Present – Dr. Elmoataz Ibrahim, Member (Sterling Heights, Macomb County MI)

A quorum was in attendance to conduct business.

Also in attendance were the following individuals:

Mr. Ahmed Saber, EMAN
Dr. Lorilyn Coggins, EMAN
Dr. Harun Rashid, EMAN
Mr. Lawrence Cowger, Caniff Liberty Academy
Mr. Gregory M. Meihn, Legal Counsel
Ms. Shawna Boomgaard, Oakland University Charter Schools Office

As the meeting was conducted electronically in accordance with the Wayne County Health Department Order, all votes were conducted by roll call.

Appointment of Temporary Chairperson

It was moved by Mr. Hamad and seconded by Dr. Ibrahim to appoint Mr. Abu-Shanab as temporary chairperson. A roll call vote was taken. The vote was unanimous (4/0) in favor of the motion (AYES – Abu-Shanab, Hamad, Choudhury and Ibrahim). Motion passed – Mr. Abu-Shanab appointed as temporary chairperson.

Approval of Agenda

It was moved by Mr. Hamad and seconded by Dr. Ibrahim to approve the agenda. A roll call vote was taken. The vote was unanimous (4/0) in favor of the motion (Ayes – Abu-Shanab, Hamad, Choudhury, and Ibrahim). Motion passed - Agenda approved.

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

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

A roll call vote was taken. The vote was unanimous (4/0) in favor of the motion (Ayes – Abu-Shanab, Hamad, Choudhury, and Ibrahim). Motion passed – Officers elected.

Annual Resolutions

It was moved by Mr. Hamad and seconded by Dr. Ibrahim to approve the Annual Resolutions as presented. A roll call vote was taken. The vote was unanimous (4/0) in favor of the motion (Ayes – Abu-Shanab, 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
- 2021/2022 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 Merante
- 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 recent OMA Order from Wayne County Health Department allowing virtual public meetings through September 2021.

The Board also received a copy of the Wayne County Covid Advisory for Schools.

The Board received a copy of the Wayne RESA audit for pupil accounting.

Reports

Mr. Saber welcomed the Board to the first meeting of the 2021/2022 school year. He discussed recent renovations, recent flooding, and resulting repairs including new carpet, cubbies and a boiler replacement. Mr. Saber announced that Dr. Azra Ali has accepted another position at a local district but has graciously agreed to continue on for the year as a consultant. He then introduced Dr. Harun Rashid. Dr. Rashid was present and thanked Mr. Saber for the opportunity to join the EMAN team and serve the staff and students at Caniff Liberty Academy. Mr. Cowger presented the monthly management report and thanked Mr. Ehab Hassan for the amount of work that has been completed to prepare the building for the 2021/2022 school year. Mr. Cowger noted that recent test data is currently embargoed and will be reported to the Board when released. He informed the Board of the Town Hall meeting held with parents just prior to the Board meeting.

Mr. Cowger informed the Board of the steps that have been taken to open a preschool program for the Fall funded by the GSRP program. Based on a recent survey, 20 parents have express interest in a preschool program for 4-year-olds. There may be a potential wait list. This program would give students a head start on kindergarten, social acclimation, and preparation for academic scheduling. While OIA offers a preschool program, there are no other GSRP programs within a five-mile radius of the academy. A preschool program would hopefully be a feeder program to the existing

kindergarten program. The curriculum to be offered would be High Scope which is a research-based program for early childhood.

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

Consent Agenda

It was moved by Mr. Abu-Shanab and seconded by Mr. Hamad to approve the Consent Agenda Items as presented. A roll call vote was taken. 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 16, 2021, Regular Board Meeting Minutes
- June 16, 2021, Budget Hearing Minutes
- June and July 2021 Financial Reports

Other Business

It was moved by Mr. Hamad and seconded by Mr. Abu-Shanab to adopt the Resolution to add preschool programming to the Charter and initiate a charter amendment with Oakland University. A roll call vote was taken. The vote was unanimous (5/0) in favor of the motion (Ayes – Abu-Shanab, Al-Zaqzuq, Choudhury, Hamad, and Ibrahim). Motion passed – Resolution adopted.

Authorizer Comments

Ms. Boomgaard brought greetings to the Board and Mr. Cowger. She thanked everyone for the continued service. She indicated her appreciation for the consideration of the GSRP program but noted that it requires a contract amendment and OU approval based on the submission of the required checklist. She asked for a copy of the documentation compiled from the parent survey. She reminded the school about the annual School Improvement Award and the application due. She also indicated her appreciation for the Leader in Me program. While she congratulated Dr. Rashid for joining the team, she indicated that she is sad to see Dr. Ali leave.

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 15, 2021. The meeting will be conducted as a virtual meeting in accordance with the Wayne County OMA Order.

Mr. Hamad gave his authorization to electronically affix his signatures to all meeting documents.

It was moved by Mr. Abu-Shanab and seconded by Mr. Hamad that the meeting be adjourned at 6:51 p.m. The vote was unanimous (5/0) in favor of the motion (Ayes – Abu-Shanab, Hamad, Al-Zaqzuq, Ibrahim and Choudhury). Motion passed – Meeting Adjourned at 6:51 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 15, 2021 at which a quorum was present.

By: *Omar Abu-Shanab (Covid19)*
Its: President