

Caniff Liberty Academy  
Board of Directors  
Regular Board Meeting  
Minutes

Date: September 15, 2021  
Time: 6:00 pm  
Location: Zoom Meeting:  
<https://us02web.zoom.us/j/86311675054?pwd=RGR3N3hLZHAwdDVnQXh6UTJzbWJCdz09>  
Caniff Liberty Academy  
2650 Caniff St.  
Hamtramck, MI 48212

Call to Order

The meeting was called to order at 6:04 pm by Board Vice President Choudhury.

Roll Call

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

Absent (Excused)– Mr. Abu-Shanab, President  
Present - Mr. Ali Al-Zaqzuq, Treasurer (remote from Oakland County, Troy, MI)  
Absent (Excused)– Mr. Imad Hamad, Secretary  
Present – Mr. Qurban Choudhury, Vice President (remote from Wayne County, Dearborn, MI)  
Present – Dr. Elmoataz Ibrahim, Member (remote from Macomb County, Sterling Heights, MI)

A quorum was in attendance to conduct business.

Also in attendance were the following individuals:

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

As the meeting was conducted electronically, in accordance with the amended Open Meetings Act all votes were conducted by roll call.

Approval of Agenda

It was moved by Dr. Ibrahim and seconded by Mr. Al-Zaqzuq to approve the agenda. A roll call vote was taken. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Choudhury, and Ibrahim). 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 Dr. Ibrahim and seconded by Mr. Al-Zaqzuq to approve the minutes of the Organizational Meeting held on August 18, 2021, as read. A roll call vote was taken. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Choudhury, and Ibrahim). Motion passed - Minutes approved.

### Public Comment Relating to Agenda Items

No public comment was provided.

### Correspondence

Oakland University notification of the expired term for Mr. Hamad was received.

A Memo from Oakland University regarding the annual Hylant review of insurance policies was received.

### Reports

Mr. Saber noted that school resumed on August 31, 2021. He reported that remote options continue to be made available to families to meet their needs. He indicated that the renovations are completed in the new wing which shall be used to house middle school grades. It is anticipated that furniture will be moved into the new wing this weekend and the transition will be complete. He then asked Mr. Cowger to highlight the monthly management report. Mr. Cowger provided highlights of the report to include curriculum highlights and enrollment updates. Dr. Coggins reported on Epicenter compliance and grant funding.

Dr. Coggins summarized the August financial reports noting cash on hand, fund balance, and actual to budget percentages for both revenues and expenditures. It was moved by Mr. Al-Zaqzuq and seconded by Dr. Ibrahim to approve the August financial reports as presented. A roll call vote was taken. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Choudhury, and Ibrahim). Motion passed – Financial Reports approved.

### Unfinished Business

There was no unfinished business to come before the Board.

### New Business

It was moved by Mr. Al-Zaqzuq and seconded by Dr. Ibrahim to adopt the Board Membership Resolution nominating Mr. Hamad to fill his expired term. A roll call vote was taken. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Choudhury, and Ibrahim). Motion passed – Board Membership Resolution adopted.

### Other Business

Mr. Cowger was asked to summarize the recent student incident involving two students involved in sending threatening e-mail messages to staff. Mr. Cowger reported that both students had received ten-day suspensions in advance of a Board Hearing on long-term suspension or expulsion. A special meeting was scheduled for Monday, September 27, 2021, at 6:00 p.m. via Zoom.

### Authorizer Comments

The September Resource Calendar was received. Ms. Boomgaard extended Oakland University's gratitude to the Board, EMAN, teachers, and families for handling the challenges of the year. Ms. Boomgaard noted that legal counsel for OU has received Mr. Hamad's application. She reported that the School Improvement Grant application is due this year on September 24, 2021. Board training by Airwin is available on a recorded basis with information in the newsletter. OU will be continuing their book writing contest for the 2021/2022 school year.

### Extended Public Comments

There was no extended public comment.

### Closing Items

The next regular meeting was announced for October 20, 2021.

It was moved by Mr. Al-Zaqzuq and seconded by Dr. Ibrahim that the meeting be adjourned at 6:46 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 by the Academy Board at a duly noticed open meeting held on Wednesday, October 20, 2021 at which a quorum was present.

By: *Imad Hamad (Covid19)*

Its: Secretary