

Caniff Liberty Academy  
Board of Directors  
Regular Board Meeting  
Minutes

Date: Wednesday, November 15, 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 6:12 pm by Vice President Ibrahim.

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, Member  
Present – 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. Randy Speck, EMAN  
Dr. Lorilyn Coggins, EMAN  
Mr. Tom Kozak, Caniff Liberty Academy  
Ms. Sukie Gruesbeck, Oakland University Charter Schools Office

Approval of Agenda

It was moved by Mr. Hamad and seconded by Dr. Ibrahim to approve the agenda. The vote was unanimous (4/0) in favor of the motion (Ayes - Al-Zaqzuq, Hamad, Ibrahim 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 Dr. Ibrahim to approve the minutes of the Meeting held on October 18, 2023, as read. The vote was unanimous (4/0) in favor of the motion (Ayes - Al-Zaqzuq, Hamad, Ibrahim and Choudhury). Motion passed - Minutes approved.

### Public Comment Relating to Agenda Items

No public comment was provided.

### Presentations

As part of the Annual Education Presentation, Mr. Saber provided quality aspects of the past year focused on viability, financial stability, facility improvements and student achievement. Dr. Ali and Dr. Speck provided an overview of the educational program with an emphasis on student achievement goals and accomplishments.

### Correspondence

The Board received a letter from the Department of Treasury granting approval to borrow based on the Academy's qualified status.

### Reports

Mr. Saber provided highlights of the written management company report including staffing updates and enrollment.

Dr. Coggins summarized the October 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. Dr. Ibrahim to approve the financial reports as presented. The vote was unanimous (4/0) in favor of the motion (Ayes - Al-Zaqzuq, Hamad, Ibrahim and Choudhury). Motion passed – Financial Reports approved.

It was moved by Mr. Hamad and seconded by Dr. Ibrahim to adopt the Fall Board Policy Updates as presented. The vote was 3/1 in favor of the motion (Ayes - Al-Zaqzuq, Hamad, and Ibrahim). Mr. Choudhury voted against the motion. Motion passed – Fall Board Policy updates adopted.

Other Business

No other business was considered.

Authorizer Comments

The November Board Brief was provided to the Board.

Ms. Gruesbeck brought comments to the Board from Oakland University and reported on the upcoming Benchmark Assessment grant application and the annual Book Writing Contest. She also noted the upcoming board training available and the MAPSA Symposium.

Extended Public Comments

There was no extended public comment.

Closing Items

The next meeting was announced for Wednesday, January 17, 2024.

It was moved by Mr. Hamad and seconded by Mr. Al-Zaqzuq that the meeting be adjourned at 7:19 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 January 17, 2024 at which a quorum was present.

By:   
Its: Secretary