

Caniff Liberty Academy
Board of Directors
Regular Board Meeting
Minutes

Date: November 17, 2021
Time: 6:00 pm
Location: Zoom Meeting:
<https://us02web.zoom.us/j/81478218604?pwd=cmd0ak13bXBJZWZESGVsSGtrR1lxUT09>
Caniff Liberty Academy
2650 Caniff St.
Hamtramck, MI 48212

Call to Order

The meeting was called to order at 6:00 pm by Board President Abu-Shanab.

Roll Call

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

Present – Mr. Abu-Shanab, President (remote from Rochester Hills, Oakland County, MI)
Present - Mr. Ali Al-Zaquq, Treasurer (remote from Royal Oak, Oakland County, MI)
Absent (Excused) – Mr. Imad Hamad, Secretary
Absent (Excused) – Mr. Qurban Choudhury, Vice President
Present – Dr. Elmoataz Ibrahim, Member (remote from Sterling Heights, Macomb County, MI)

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. Lorilyn Coggins, EMAN
Mr. Lawrence Cowger, Caniff Liberty Academy
Ms. Latacha King, Oakland University Charter Schools Office
Mr. Brett Luplow, Gardner Provenzano, Thomas & Luplow, Auditor

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 Mr. Abu-Shanab and seconded by Dr. Ibrahim to approve the agenda. A roll call vote was taken. The vote was unanimous (3/0) in favor of the motion (Ayes – Abu-Shanab, Al-Zaquq, 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 Mr. Abu-Shanab and seconded by Dr. Ibrahim to approve the minutes of the Regular Meeting held on October 20, 2021, as read. A roll call vote was taken. The vote was unanimous (3/0) in favor of the motion (Ayes – Abu-Shanab, Al-Zaazuq, and Ibrahim). Motion passed - Minutes approved.

Public Comment Relating to Agenda Items

No public comment was provided.

Presentations

Mr. Brett Luplow from the accounting firm of Gardner, Provenzano, Thomas & Luplow presented the annual audit with a PowerPoint presentation highlighting revenues, expenditures, fund balance and prior year comparisons. He noted that the firm's opinion on the audit was "Unqualified" with no findings or recommendations. The fund balance as of 6/30/2021 represents 19% of the annual expenditures which is above the recommended threshold.

Correspondence

A copy of the Hylant Insurance Review was received by the Board.

A copy of the notification from Oakland University regarding the School Improvement Award was received. The academy will receive \$40,000 from Oakland University for this year's school improvement project.

Reports

Mr. Saber welcomed the Board to the November meeting. He thanked Mr. Luplow for his presentation and noted the strong fiscal position that the academy ended the 2020/2021 school with. He also provided an explanation as to the increase in the School Service Fund equity. Mr. Cowger provided highlights of the written monthly report and noted that the academy had greater than 50% participation in the November parent/teacher conferences. Recent transfers of students bring the academy's current enrollment to 480 students. Dr. Ali spoke to the school improvement process paying particular attention to the two primary goals for the year: 1) Social-Emotional Learning and 2) Academic Growth while providing equitable access to all students. Dr. Coggins reported on Epicenter compliance.

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. Abu-Shanab and seconded by Dr. Ibrahim to approve the October financial reports as presented. A roll call vote was taken. The vote was unanimous (3/0) in favor of the motion (Ayes – Abu-Shanab, Al-Zaqzuq, and Ibrahim). Motion passed – Financial Reports Approved.

It was moved by Mr. Abu-Shanab and seconded by Dr. Ibrahim to approve the annual audit as presented by Mr. Luplow. A roll call vote was taken. The vote was unanimous (3/0) in favor of the motion (Ayes – Abu-Shanab, Al-Zaqzuq, and Ibrahim). Motion passed – Annual Audit Approved.

Other Business

No other business came before the Board.

Authorizer Comments

The December Resource Calendar was received. Ms. King extended Oakland University's gratitude to the Board, EMAN, teachers, and families for managing the challenges of the year. She noted that the recent board training by Airwin was recorded, and a link will be sent to all board members. The annual writing contest will be extended to fifth and sixth graders this year. Mr. Tesauro conducted the QPR personnel audit and results will be uploaded to the Epicenter system. ReCon will be conducting the facility visit. Pictures of activities at the school are always welcomed so that they can be included in the monthly newsletter.

Extended Public Comments

There was no extended public comment.

Closing Items

The next regular meeting was announced for January 19, 2022, with a reminder that the Board does not meet in December.

It was moved by Mr. Abu-Shanab and seconded by Dr. Ibrahim that the meeting be adjourned at 7:00 p.m. The vote was unanimous in favor of the motion. Motion passed – Meeting Adjourned.

I certify that these minutes were approved [☒] as read, [] as corrected, by the Academy Board at a duly noticed open meeting held on February 16, 2022 at which a quorum was present.

By: 

Its: Secretary