

Caniff Liberty Academy  
Board of Directors  
Regular Board Meeting  
Minutes

Date: Wednesday, February 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 6:02 pm by Treasurer Al-Zaqzuq.

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  
Absent (Excused) – Mr. Qurban Choudhury, Vice President  
Present – Dr. Elmoataz Ibrahim, Member

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  
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 (3/0) in favor of the motion (Ayes - Al-Zaqzuq, Hamad 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. Hamad and seconded by Dr. Ibrahim to approve the minutes of the Regular Meeting held on January 18, 2023, as read. The vote was unanimous (3/0) in favor of the motion (Ayes - Al-Zaqzuq, Hamad and Ibrahim). Motion passed - Minutes approved.

### Public Comment Relating to Agenda Items

No public comment was provided.

### Correspondence

A memorandum from Oakland University was received announcing the upcoming National Charter Schools Conference and OU's offer to reimburse the expenses of one board member's attendance.

Several Award Letters were received indicating that the Academy will receive Section 97, 97C, 97D and Section 31aa funding. No board action was taken.

### Reports

Mr. Saber welcomed the Board to the February meeting and provided updates on the spring count. Enrollment is at 509 students. Dr. Ali then presented highlights of the written report with a focus on academic progress, assessment, professional development, and staffing. Dr. Ali noted that NWEA testing is completed and data is to be officially presented as part of the academy's mid-year goals. MSTEP testing will begin in April for grades 3-8. Dr. Coggins highlighted compliance, and grants.

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

### Presentations

Dr. Ali presented the winter NWEA growth data. She also reported on the Annual Education Report data that has been posted to the Academy's website along with the District Cover Letter in compliance with state legislative requirements.

### Unfinished Business

No unfinished business came before the board.

### New Business

It was moved by Mr. Hamad and seconded by Mr. Al-Zaqzuq to approve the financial reports as presented. The vote was unanimous (3/0) in favor of the motion (Ayes - Al-Zaqzuq, Hamad and Ibrahim). Motion passed – Financial Reports approved.

It was moved by Mr. Hamad and seconded by Dr. Ibrahim to approve the updated Student Handbook as presented. Changes were noted by Dr. Ali. The vote was unanimous (3/0) in favor of the motion (Ayes - Al-Zaquq, Hamad and Ibrahim). Motion passed – Updated Student Handbook approved.

#### Other Business

No other business came before the board.

#### Authorizer Comments

The March Resource Calendar was provided to the Board.

Ms. Gruesbeck brought comments to the Board from Oakland University as authorizer, noting the upcoming Board Appreciation dinner scheduled for May 4<sup>th</sup> and the National Charter Schools Conference scheduled for June 18-21 in Austin TX. She also noted that the OU mascot is available for March is Reading Month, if the school would like to invite him to read to children.

#### Extended Public Comments

There was no extended public comment.

#### Closing Items

The next regular meeting was announced for Wednesday, March 15, 2023.

It was moved by Mr. Hamad and seconded by Mr. Al-Zaquq that the meeting be adjourned at 6:33 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 March 15, 2023 at which a quorum was present.

By: 

Its: Secretary