

Caniff Liberty Academy  
Board of Directors  
Regular Board Meeting  
Minutes

Date: Wednesday, April 17, 2024  
Time: 6:00 pm  
Location: Caniff Liberty Academy  
2650 Caniff St.  
Hamtramck, MI 48212

Call to Order

The meeting was called to order at 6:04 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  
Present – Mr. Qurban Choudhury, Member  
Present (Arrived at 6:10 pm) – Dr. Elmoataz Ibrahim, Member

A quorum was in attendance to conduct business.

Also in attendance were the following individuals:

Dr. Lawrence Cowger, EMAN  
Dr. Lorilyn Coggins, EMAN  
Mr. Tom Kozak, Caniff Liberty Academy  
Dr. Latacha King, Oakland University Charter Schools Office

Approval of Agenda

It was moved by Mr. Hamad and seconded by Mr. Al-Zaqzuq to approve the agenda. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Hamad, 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 Mr. Al-Zaqzuq to approve the minutes of the Meeting held on March 20, 2024, as read. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Hamad, and Choudhury). Motion passed - Minutes approved.

Public Comment Relating to Agenda Items

No public comment was provided.

### Correspondence

No correspondence was received.

### Reports

Dr. Cowger welcomed the Board to the April meeting and provided highlights of the written management company report including updates on high stakes testing noting that students have received considerable practice on MSTEP with the new LUMOS Learning app. A kindergarten round-up is scheduled for this coming weekend.

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

### Unfinished Business

It was moved by Mr. Hamad and seconded by Dr. Ibrahim to approve the revised ESP Amendment with a change to the term to coincide with the length of the Charter Contract. The vote was unanimous (4/0) in favor of the motion (AYES – Al-Zaqzuq, Hamad, Choudhury, and Ibrahim). Motion passed – Amended ESP Agreement approved.

### New Business

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

It was moved by Mr. Hamad and seconded by Dr. Ibrahim to approve the 24/25 School Calendar as presented. The vote was 4/0 in favor of the motion (Ayes – Al-Zaqzuq, Hamad, Choudhury, and Ibrahim). Motion passed – 24/25 School Calendar approved.

Dr. Coggins provided the Board with copies of the Annual ESP Evaluation template and asked each board member to complete the evaluation and return it at the end of the meeting.

### Authorizer Comments

The April Board Briefs were provided to the Board.

Dr. King brought comments to the Board from Oakland University and reported on the upcoming Board Appreciation Dinner and the annual National Charter Schools Conference as well as the annual book writing contest and available Irwin training.

### Other Business

No other business came before the Board.

Extended Public Comments

There was no extended public comment.

Closing Items

The next meeting was announced for Wednesday, May 15, 2024.

It was moved by Mr. Hamad and seconded by Mr. Al-Zaquq that the meeting be adjourned at 6:35 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 May 15, 2024 at which a quorum was present.

By:

Its: Secretary

