

Caniff Liberty Academy
Board of Directors
Regular Board Meeting
Minutes

Date: Wednesday, June 19, 2024
Time: 6:00 pm (Immediately following the Annual Budget Hearing)
Location: Caniff Liberty Academy
2650 Caniff St.
Hamtramck, MI 48212

Call to Order

The meeting was called to order at 6:16 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
Absent (Excused) - Mr. Ali Al-Zaqzuq, Treasurer
Present – Mr. Imad Hamad, Secretary
Present – Mr. Qurban Choudhury, Member
Present – Dr. Elmoataz Ibrahim, Vice President

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. Tom Kozak, Caniff Liberty Academy
Ms. Suki 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 – Ibrahim, Hamd, and Choudhury). Motion passed - Agenda approved.

Conflict of Interest Inquiry

No conflicts of interest were indicated on 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 May 15, 2024, as read. The vote was unanimous (3/0) in favor of the motion (Ayes – Ibrahim, Hamd, and Choudhury). Motion passed - Minutes approved.

Public Comment Relating to Agenda Items

No public comment was provided.

Correspondence

No correspondence was received.

Reports

Mr. Saber welcomed the Board to the June meeting, noting that it is the last meeting of the 23/24 academic year. Both students and staff had completed their last day in the building for the year. There is currently no school in session. The 24/25 school year will resume after Labor Day this year. Dr. Ali thanked Mr. Kozak and the Caniff Liberty Staff for a successful year. Dr. Ali then provided highlights from the written report including a report on the upcoming summer school programming. She also shared NWEA results noting that overall, the school exceeded the target goals established by the Charter with Oakland University.

Dr. Coggins summarized the May 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 Agreement in accordance with the ESP Policies set forth by Oakland University. The vote was unanimous (3/0) in favor of the motion (AYES – Ibrahim, Hamad, and Choudhury). Motion passed – 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 (3/0) in favor of the motion (Ayes – Hamad, Choudhury, and Ibrahim). Motion passed – Financial Reports approved.

It was moved by Mr. Hamad and seconded by Dr. Ibrahim to approve and adopt the 24/25 Budget as presented. The vote was 3/0 in favor of the motion (Ayes – Hamad, Choudhury, and Ibrahim). Motion passed – 24/25 Budget approved.

It was moved by Mr. Hamad and seconded by Dr. Ibrahim to adopt the Amended 23/24 Final Budget as presented. The vote was 3/0 in favor of the motion (AYES – Ibrahim, Hamad, and Choudhury). Motion passed – 23/24 Amended Budget adopted.

It was moved by Mr. Hamad and seconded by Dr. Ibrahim to approve an increase to the monthly payroll advance to \$300,000 a month to cover monthly payroll-related expenses. The vote was 3/0 in favor of the motion (AYES –Hamad, Choudhury, and Ibrahim). Motion passed – Increase in payroll advance approved.

It was moved by Mr. Hamad and seconded by Dr. Ibrahim to approve and adopt the Resolution in support of the Wayne RESA Enhancement Millage. The vote was 3/0 in favor of the motion (AYES – Hamad, Choudhury, and Ibrahim). Motion passed – Enhancement Millage Resolution adopted.

Authorizer Comments

The June Board Briefs were provided to the Board.

Ms. Gruesbeck brought comments from Oakland University.

Other Business

There was no other business to come before the board.

Extended Public Comments

There was no extended public comment.

Closing Items

The next meeting was announced for Wednesday, July 17, 2024. However, as a quorum may not be available due to summer travel, the Annual Organization Meeting will be held on Wednesday, August 21, 2024, and the July meeting will be cancelled.

It was moved by Mr. Hamad and seconded by Dr. Ibrahim that the meeting be adjourned at 6:50 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 August 21, 2024 at which a quorum was present.

By:

Its: Secretary