

Caniff Liberty Academy  
Board of Directors  
Regular Board Meeting  
Minutes

Date: May 20, 2020  
Time: 6:00 pm  
Location: Zoom Meeting:  
<https://us04web.zoom.us/j/72867880344?pwd=SWtWVW0rTmRlWXh1ZzFPQWREY1I2UT09>  
Caniff Liberty Academy  
2650 Caniff St.  
Hamtramck, MI 48212

Call to Order

The meeting was called to order at 6:08 p.m. by Mr. Al-Zaqzuq.

Roll Call

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

Absent (Excused) – Mr. Abu-Shanab, President  
Absent (Excused) – Mr. Mohammad Barlaskar, Vice-President  
Present - Mr. Ali Al-Zaqzuq, Treasurer  
Present – Mr. Imad Hamad, Secretary  
Present – Mr. Qurban Choudhury, Member

A quorum was in attendance to conduct business.

Also in attendance were the following individuals:

Mr. Ahmed Saber, EMAN  
Dr. Lorilyn Coggins, EMAN  
Mr. Scott Henwood, Caniff Liberty Academy  
Mr. Greg Meihn, Legal Counsel  
Ms. Latacha King, Oakland University Charter Schools Office

As the meeting was conducted electronically in accordance with the Governor's Executive Order 2020-75, all votes were conducted by roll call.

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 Board Meeting Minutes

It was moved by Mr. Hamad and seconded by Mr. Al-Zaqzuq to approve the minutes of the regular meeting held on April 15, 2020 as written. 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

A letter from Oakland University regarding their approval of the Continuity of Learning Plan was received and reviewed.

A copy of the Governor's Executive Order 2020-75 was received and reviewed.

An article published by the Mackinac Center for Public Policy highlighting Caniff Liberty Academy's efforts in providing distance learning to its students was received and reviewed. The Board noted their pride in the steps being taken by the school to support all students.

### Reports

Mr. Saber welcomed the Board and provided highlights of recent activities under the Continuity of Learning Plan. Mr. Henwood provided highlights of current enrollment, academic activities, assessment and staffing updates. Dr. Coggins highlighted the Epicenter compliance and grant awards.

Dr. Coggins presented the monthly financial reports including the balance sheets, statements of revenues and expenditures and check register. She highlighted cash on hand, the fund equity and the actual to budget percentages.

### Authorizer Comments

The Board was provided with copies of the May Resource Calendar.

Ms. King congratulated the school on the Mackinac Center article, noting that Caniff Liberty Academy is not letting poverty stop student learning. She also thanked the school for the ongoing efforts pursuant to the Continuity of Learning Plan. She noted that a newsletter was recently sent out highlighting Caniff teachers. She asked that the school continue to send pictures. Mr. Hamad thanked Oakland University for their continued support.

### Unfinished Business

It was noted that a potential board member has been identified. He has been asked to submit an application and resume for the Board to consider.

### New Business

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

It was moved by Mr. Hamad and seconded by Mr. Al-Zaqzuq that the Board approve the 2020/2021 School Calendar as presented. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Hamad and Choudhury). Motion passed – 2020/2021 School Calendar Approved.

It was moved by Mr. Hamad and seconded by Mr. Al-Zaqzuq that the Board approved the Spring Board Policy Updates as presented. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Hamad and Choudhury). Motion passed – Spring Board Policy Updates Approved.

It was moved by Mr. Hamad and seconded by Mr. Al-Zaqzuq to adopt the contract amendment resolution. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Hamad and Choudhury). Motion passed – Contract Amendment Resolution Approved.

The Board was presented with a draft of the 2020/2021 Budget. There was discussion about the anticipated cuts to state aid revenue as a result of Covid-19. Mr. Saber noted that the budget will absorb the anticipated cuts as a result of the healthy fund equity that has been developed over the past several years. No action was taken. The budget hearing will be held in June and the budget will be approved and adopted at the regular June meeting.

### Other Business

The board members in attendance completed the annual ESP evaluation. EMAN was determined to be compliant in all areas and exceeding expectations.

### Extended Public Comments

There was no extended public comment.

### Closing Items

The next regular meeting of the Board of Directors is scheduled for Wednesday, June 17, 2020.

It was moved by Mr. Hamad and seconded by Mr. Al-Zaqzuq that the meeting be adjourned at 7:15 p.m. The vote was unanimous (3/0) in favor of the motion (Ayes – Al-Zaqzuq, Hamad and Choudhury). Motion passed – Meeting Adjourned at 7:15 p.m.

\*\*\*\*\*

I certify that these minutes were approved [ X ] as read [ ] as corrected by the Academy Board at a duly noticed open meeting held on June 17, 2020 at which a quorum was present.

By: Imad Hamad (COVID 19)

Its: Secretary