

Oakland International Academy  
Board of Directors  
Regular Board Meeting  
Minutes

Date: November 16, 2021  
Time: 6:00 pm  
Location: Zoom Meeting  
<https://us02web.zoom.us/j/86136171890?pwd=Z1NUSFpBREl3MkMvdnZqSER4ZmVIZz09>  
Oakland International Academy – Middle School  
8228 Conant Street  
Detroit MI 48211

Call to Order

The meeting was called to order at 6:00 p.m. by Dr. Elmoursi.

Roll Call

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

Absent (Excused)- Dr. Ahmed Elbohy, President  
Present – Dr. Alaa Elmoursi, Vice President (remote from Troy, Oakland County, MI)  
Present – Mr. Rashed Rabaa, Treasurer (remote from West Bloomfield, Oakland County, MI)  
Present – Mr. Bassem Moez, Secretary (Remote from Southfield, Oakland County, MI)  
Absent (Excused) – Mr. Sajid Sayed, Member

A quorum was in attendance to conduct business.

Also in remote attendance were the following individuals:

Mr. Ahmed Saber – EMAN  
Dr. Azra Ali – EMAN  
Dr. Lorilyn Coggins – EMAN  
Ms. Mahasti Shahidi – Oakland International Academy  
Mr. Kevin Wade – Oakland International Academy  
Dr. Mohamed Elnatour – Oakland International Academy  
Mr. Conrad Koch – Oakland International Academy  
Mr. Brett Luplow – Gardner, Provenzano, Thomas & Luplow, Auditor

It was noted that as a result of this meeting being held virtually, all votes would require a roll call vote.

Approval of Agenda

It was moved by Mr. Rabaa and seconded by Mr. Moez to approve the agenda as presented on Board Docs. The vote was unanimous in favor of the motion. Motion Passed 3/0 (AYE – Elmoursi, Rabaa and Moez). Agenda Approved.

A Conflict-of-Interest Inquiry indicated no current conflicts on any agenda item.

Approval of Previous Meeting Minutes

It was moved by Mr. Moez to approve the minutes of the Regular Meeting held on October 19, 2021, as written. The motion was seconded by Mr. Rabaa. The vote was unanimous in

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favor of the motion. Motion Passed 3/0 (AYE – Elmoursi, Rabaa, and Moez). Minutes of the October Regular Meeting Approved.

Public Comment

No public comment was received.

Presentations

Mr. Brett Luplow of Gardner, Provenzano, Thomas and Luplow presented the Annual Financial Audit with a PowerPoint highlighting requirements of the audits, auditor communications, revenues, expenditures and fund balance. He noted that their firm provided an “Unqualified” opinion (clean audit) with no findings or recommendations. The closing fund balance as of 6/30/2021 equates to 25% of annual expenditures.

Correspondence

Correspondence included a copy of the recent e-mail communication from Saginaw Valley State University regarding the upcoming board training sessions to be facilitated by Mr. Doug Newcombe and Mr. Ken Tesauro.

Management Company Report

Mr. Saber welcomed the Board to the November meeting and extended Happy Thanksgiving wishes to all in attendance. Mr. Saber then asked Ms. Shahidi to highlight the Management Company Report. She reported on academics, assessment, enrollment and staffing. Dr. Ali discussed the Learning Walks being conducted by the Leadership Team and explained how the academy groups students according to ability based on assessment results in order to impact growth and achievement. Teacher retention was discussed, and it was noted that the academy had a high retention of teachers from the prior year. Dr. Coggins highlighted the Epicenter compliance statistics and grants. The Board asked for a report on the percent of parents attending the recent parent/teacher conferences.

Financial Reports

Dr. Coggins presented the monthly financial reports to include the balance sheets, statements of revenues and expenditures, cash flow, and check register. She highlighted cash on hand, the current fund equity and the actual to budget percentages. Dr. Coggins also reported on the recent release of the 2021/2022 Consolidated Application and submission of the ESSER II application.

Unfinished Business

There was no unfinished business to come before the Board.

New Business

It was moved by Mr. Rabaa and seconded by Mr. Moez to approve the monthly financial reports. A roll call vote was taken. The vote was unanimous in favor of the motion. Motion Passed 3/0 (AYE - Elmoursi, Rabaa, and Moez). Motion passed – Financial Reports and Disbursements approved.

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It was moved by Mr. Moez and seconded by Mr. Rabaa to approve the 2021/2022 amended school calendar (changing the November parent/teacher conference data at the K/1, elementary and middle school). The vote was unanimous in favor of the motion. Motion Passed 3/0 (AYE - Elmoursi, Rabaa, and Moez). Motion passed – Amended 2021/2022 School Calendar Approved.

It was moved by Mr. Moez and seconded by Mr. Rabaa to approve the Annual Audit as presented by Mr. Luplow. The vote was unanimous in favor of the motion. Motion Passed 3/0 (AYE - Elmoursi, Rabaa, and Moez). Motion passed – Annual Audit Approved.

Other Business

No other business was brought before the Board.

Extended Public Comment

There was no extended public comment.

Closing Items

The next meeting of the Board of Directors will be held on Tuesday, December 14, 2021. This meeting will be conducted via Zoom in accordance with the Wayne County Order.

It was moved by Mr. Rabaa and seconded by Mr. Moez that the meeting be adjourned at 7:20 p.m. The vote was unanimous in favor of the motion. Motion Passed (3/0). Meeting Adjourned.

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I certify that these minutes were approved as read by the Academy Board at a duly noticed open meeting held on Tuesday, December 14, 2021, at which a quorum was present.

By: *Bassem Moez (Covid19)*  
Its: Secretary