

Oakland International Academy
Board of Directors
Regular Board Meeting
Minutes

Date: December 13, 2023
Time: 6:00 pm
Location: 6675 Telegraph Road
Bloomfield Hills MI 48301

Call to Order

The meeting was called to order at 6:13 p.m. by Secretary Moez.

Roll Call

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

Absent (Excused) - Dr. Ahmed Elbohy, President
Absent (Excused) – Dr. Alaa Elmoursi, Vice President
Present – Mr. Rashed Rabaa, Treasurer
Present – Mr. Bassem Moez, Secretary
Present – Mr. Sajid Sayed, Member

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

Approval of Agenda

It was moved by Mr. Sayed and seconded by Mr. Rabaa to approve the agenda as amended to include approval of the Education Program description. The vote was unanimous in favor of the motion. Motion Passed 3/0 (AYE - Rabaa, Moez and Sayed). 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. Rabaa to approve the minutes of the Meeting held on November 29, 2023, as read. The motion was seconded by Mr. Sayed. The vote was unanimous in favor of the motion. Motion Passed 3/0 (AYE - Rabaa, Moez and Sayed). Minutes of the November Meeting Approved.

Public Comment

No public comment was received.

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Correspondence

The Board received a copy of the Annual Governance, Compliance and Financial Report from Saginaw Valley State University. Although the report was very favorable with the overall governance score of 21 out of 24, a compliance score of 11 out of 12 and a financial score of 40 out of 40; the Board was dismayed at receiving a "0" for conducting all regular meetings as scheduled. They felt that they were exemplary in having held 12 meetings and did not think it fair that they were "dinged" for rescheduling meetings. They also felt that the rescheduling of meetings allowed them to ensure a quorum and respect the availability of all members who have busy schedules. All rescheduled meetings were still held in compliance with the Open Meetings Act with public notices posted as required to allow for public participation.

Management Company Report

No management company report was provided as the Board had recently met.

Dr. Ali provided a review of the Education Program Review report prepared by Saginaw Valley State University and provided the board with copies of the associated Action Plan with revisions to the Education Program description based on the recommendations made by Saginaw Valley State University.

It was moved by Mr. Sayed and seconded by Mr. Rabaa to approve the Education Program description. The vote was unanimous in favor of the motion. Motion Passed 3/0 (AYE - Rabaa, Moez and Sayed). Education Program approved.

Financial Reports

Dr. Coggins presented the November financial reports to include the balance sheet, statement of revenues and expenditures, check register and cashflow. She highlighted cash on hand, the current fund balance, percentage of state revenues to the budget and total expenditures in comparison to the budget.

It was moved by Mr. Rabaa and seconded by Mr. Sayed to approve the financial reports as presented. The vote was unanimous in favor of the motion. Motion Passed 3/0 (AYE - Rabaa, Moez and Sayed). Financial Reports approved.

Construction Schedule Update

Mr. Saber reviewed the Construction Schedule as updated by the contractor and noted that he is working with the contractor to ensure a July 15, 2024, completion date.

Unfinished Business

There was no unfinished business.

New Business

Board members were provided with a questionnaire to complete for the Annual ESP Evaluation. Dr. Coggins will compile the results and present the data at the January meeting.

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Board members were also provided with a Board Self-Evaluation Survey. Dr. Coggins will compile the results and present the data at the January meeting.

Closed Session

It was moved by Mr. Rabaa and seconded by Mr. Sayed to go into closed session for the purpose of reviewing the Emergency Operations Plan (exempt from disclosure in accordance with the Open Meetings Act). The vote was unanimous in favor of the motion. Motion Passed 3/0 (AYE –Rabaa, Moez and Sayed).

The Board entered closed session at 6:45 pm.

The Board re-entered open session at 6:50 pm.

No action was taken on the Emergency Operations Plan.

Other Business

There was no other business considered by the Board.

Extended Public Comment

There was no extended public comment.

Closing Items

The January board meeting was announced for January 24, 2023. Mr. Saber noted that he would be traveling.

It was moved by Mr. Sayed and seconded by Mr. Rabaa that the meeting be adjourned at 6:55 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 January 24, 2024 at which a quorum was present.

By: 
Its: Secretary