

Central Academy of Ohio

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Board of Directors Regular Meeting Proposed Minutes

Date: Monday, July 24, 2017 **Time:** 6:00 p.m. **Place:** Central Academy of Ohio

1. Call to Order: President Khaleq called the meeting to order at 6:10 p.m.

2. Roll Call of Officers:

Board Members	Position	Present	Absent
Musa Abdel Khaleq	President	X	
Vacant	Vice President		
Ruwaida Dari	Treasurer	X	
Koketta Knowles	Secretary	X	
Dr. Iman Mohamed	Member	X	
Fuad Al-Darweesh	Member	X	
Adam Smidi	Member	X	

Also in attendance: Mariam Saleh, School Leader; Jessica Blair; Kevin Whelen, Board Liaison; Dr. Said Issa, GEE.

3. Public Comment: None

4. Approval of Agenda of the Regular Board Meeting with Annual Organizational Items:

The July 24, 2017 regular agenda with annual organizational items was presented to the board for approval. After review, Member Knowles made a motion to approve the agenda as presented. This motion was seconded by Member Dari and carried without opposition (6-0).

5. Special Orders-Annual Organizational Items-Election of Board Officers:

Academy Board Members were asked for the Officer positions on the Board of Directors for the 2017-18 school year. After discussion and nominations the final results were as follows:

President- Musa Abdel Khaleq

Vice-President – Fuad Al-Darweesh

Treasurer – Ruwaida Dari

Secretary – Koketta Knowles

The slate of officers will be included in the consent calendar of resolutions for adoption.

b. Consent Calendar:

The resolutions were presented to the Central Ohio Academy Board for review and approval. After a brief discussion, a motion was made by Member Knowles to adopt the resolutions collectively in one vote. Member Dari seconded this motion which carried without opposition (6-0).

Resolutions considered and the agents appointed are listed hereunder.

- i.** Resolution Approving Election of Board Officers was adopted. The slate of officers elected to serve for the 2017-18 school year is as follows: President Khaleq; Vice President Al-Darweesh; Treasurer Dari; and Secretary Knowles.
- ii.** Resolution appointing Board Recording Secretary was adopted: GEE Compliance Coordinator named as Recording Secretary.
- iii.** Resolution to abide by all laws, rules, and regulations was adopted.
- iv.** Resolution appointing CAO and outlining budget timeline for 2017-18 was adopted. The Board Treasurer was named CAO.
- v.** Resolution appointing Board President to negotiate contract amendments was adopted.
- vi.** Resolution designating principle Board offices and Public Notice Posting Location for legal notice posting, and naming the party responsible for posting notices and the principle print/media source was adopted. Central Academy of Ohio was named principle offices and school entryways with the school leader named as party responsible for posting notices. Public notices will be posted on the doors of each school and on the website.
- vii.** Resolution appointing crisis management liaison was adopted. The CAO, school leader, Board liaison, and Board president were named as crisis management liaisons.
- viii.** Resolution agreeing to Bond Board President and Treasurer was adopted
- ix.** Resolution designating depository for State Aid funds deposits was adopted. Fifth Third Bank was named depository with the Board President and Treasurer named as signatories.
- x.** Resolution appointing electronic banking funds transfer officer was adopted. The Board President and Board Treasurer were appointed EFT officers.
- xi.** Resolution designating Bank account Signatories was adopted. Fifth Third Bank was named as school bank and the Board President and Board Treasurer were named as signatories.
- xii.** Resolution authorizing FAX signatures was adopted. Ruwaida Dari, Koketta Knowles, Musa Abdel Khaleq were names as authorizing signers.
- xiii.** Resolution appointing agent responsible for maintaining an accounting of the Academy assets was adopted. The Board Treasurer was named as agent responsible for asset accounting.
- xiv.** Resolution appointing Board Corresponding Agents was adopted. GEE, the Board President, Board Liaison, and the Global Educational Excellence Director were named as the Board corresponding agents.
- xv.** Resolution naming Board Legal Counsel was adopted. George Butler of Dickinson Wright, PLLC, was named as the Academy legal counsel.
- xvi.** Resolution appointing FOIA Coordinator, Civil Rights Representative, and Title IX Representative was adopted. The school leader was named as FOIA coordinator and as Civil Rights and Title IX representative.
- xvii.** Resolution naming Homeless Children and Youth Liaison was adopted. The school leader was named as liaison.
- xviii.** Resolution adopting Board members fee of \$125 for Service was adopted.

(Resolutions are attached hereto.)

6. Approval of Minutes:

The proposed minutes of the May 24, 2017 regular meeting were presented to the board for approval. After review, Member Knowles made a motion to approve. This motion was seconded by Member Dari and carried without opposition (6-0).

7. Principal Report: Ms. Saleh presented the principal report to the board.

8. Treasurer Report:

1. May 2017 monthly financial statements, check registers and cash flow statements and June check registers were presented to the board for review and approval. After a brief discussion, Member Knowles made a motion, seconded by Member Dari to approve the Treasurer Report as presented. This motion carried without opposition (6-0).

9. Authorizer Report: None

10. GEE Report: Mr. Whelan presented the GEE Report to the board.

11. Correspondence:

1. OCCS sponsor approval letter approving Fuad Al-Daraweesh was shared with the board.
2. OCCS sponsor approval letter approving Adam Smidi was shared with the board.

12. Old Business: None

13. New Business:

- a. The annual board meeting calendar was presented to the board for review and approval. After review Member Knowles made a motion to change the monthly board meetings from the 4th Monday of the month to the 4th Thursday of the month. This motion was seconded by Member Dari and carried without opposition (6-0).
- b. The 2017-18 revised school calendar updated with open enrollment dates was presented to the board for review and approval. After review a motion was made by Member Dari to approve the revised school calendar. This motion was seconded by Member Knowles and carried without opposition (6-0).
- c. The board policy review question and answer with the attorney was tabled as the attorney was not present for this meeting.
- d. A motion to approve the family and student handbook with the addition of the student records policy, college credit plus program, health and immunization policy, use of inhaler-epinephrine injectors, withdrawal procedures, care of students with diabetes, and Title 1 parents right to know policies added to the handbook was made by Member Dari. This motion was seconded by Member Knowles and carried without opposition (6-0).
- e. A motion to approve the resignation of board member Dr. Iman Mohamed was made by Member Knowles. This motion was seconded by Member Dari and carried without opposition (6-0).

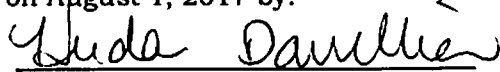
14. Extended Public Comment: None

15. Other Business/Comments by the Board: None

16. Reconfirmation of the Next Board Meeting: The next Board meeting will be held on August 24, 2017 at Central Academy of Ohio beginning at 6 pm.

17. Adjournment: With no further business presenting before the board the meeting was adjourned at 6:24 pm.

Proposed Board Minutes respectfully submitted
on August 1, 2017 by:


Huda Davillier, Recording Secretary

Approved by the Board of Directors at its
August 24, 2017 regular meeting:

Koketta Knowles, Board Secretary

