

RIVERSIDE ACADEMY

**Board of Directors – Special Meeting
with Annual Organizational Items Proposed Minutes**

Date: Thursday, June 15, 2017 **Time:** 5:00 pm **Place:** Riverside Academy West

1. **Call to Order:** Member Salameh called the meeting to order at 5:05 pm.
2. **Roll Call of Directors:**

	Present	Absent
Dr. Hassan Dakroub, President	X	
Mohammad Othman, Treasurer	X	
Naiel Salameh, Vice President	X	
Samira Bazzi, Member	X	
Vacant -Secretary		

Also in Attendance: Jeff Ammons, Board Attorney; Amy Allen, Pre-School; Eman Hojeij, Manal Assi, Chris Florkowski, Staff Members; Dr. Said Issa, GEE; Dr. Luay Shalabi, Board Liaison; Jonathan Trout, CMU Representative; Ramzi Saad, Eman Radha, School Leaders; Tahani Alhadi, Lama Amireh, Layla Shalabi, S.I.P Team.

3. **Public Comment:** (*Agenda Items only*) (**none**)
4. **Approval of Agenda:** The proposed agenda of the regular board meeting with Annual Organizational Items was presented to the Board. After review, Member Salameh made a motion, seconded by Member Othman, to approve the agenda as presented. The motion carried unanimously (4-0) and the approved Agenda is attached hereto.
5. **Special Orders – Annual Organizational Items:**

- a. **Election of Board Officers:**

Academy Board was 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: Dr. Hassan Dakroub
 Vice President: Naiel Salameh
 Treasurer: Dr. Mohammad Othman
 Secretary: Samira Bazzi

The slate of officers will be presented in a resolution to be adopted in the consent calendar resolutions.

- b. **Consent Calendar Resolutions:**

The Organizational resolutions for the 2017-18 school year were presented to the board. After a brief discussion, a motion was made by Member Salameh to adopt the Consent Calendar resolutions, with the agreed upon agents appointed. The motion was seconded by Member Dakroub and carried unanimously (4-0). Resolutions considered and the agents appointed are listed hereunder.

- i. Resolution Approving Election of Board Officers (5a)
- ii. Resolution to Bond Board Treasurer and Board President
- iii. Resolution to abide by all laws, rules, and regulations
- iv. Resolution Authorizing Facsimile Signatures
- v. Resolution Appointing Board Recording Secretary
- vi. Resolution Appointing Board Corresponding Agents
- vii. Resolution Appointing Principal Board Offices and Public Notice Posting Location
- viii. Resolution Designating Local Newspaper in which Legal Notices are to be posted
- ix. Resolution Designating Bank Accounts for Deposit of State Aid Funds
- x. Resolution of the Board to Designate Account Signatory
- xi. Resolution Designating GEE to Access Accounts to Monitor Activity & Perform Reporting
- xii. Resolution of Appointing CAO & Budget Timeline
- xiii. Resolution Designating the Banking Electronic Funds Transfer Officer
- xiv. Resolution naming CAO to Maintain an Accounting of the Academy Capital Assets
- xv. Resolution Appointing Personnel Authorized to Negotiate and Implement Contracts
- xvi. Resolution Appointing External Auditor
- xvii. Resolution Appointing Board Legal Counsel
- xviii. Resolution Appointing McKinney-Vento Homeless Liaison
- xix. Resolution Appointing Freedom of Information Act Coordinator, Civil Rights Representative, and Title IX Representative
- xx. Resolution Appointing Crisis Management Liaison

6. Approval of Minutes: The proposed May 8, 2017, meeting minutes were presented to the Board for review. After review, Member Salameh made a motion, seconded by Member Dakroub to approve the minutes as proposed. Motion carried unanimously (4-0).

7. Principal Report: Mr. Saab, Ms. Radha and Amy Allen presented principal reports to the board. Manal Assi, Chris Florkwoski and Layla Shalabi presented the SIP report to the board.

8. Treasurer's Reports:

- a. May 2017 monthly check registers and monthly financials were presented to the board for approval. Member Dakroub made a motion to approve the statements as presented, which was seconded by Member Salameh and carried without opposition (4-0).

9. Authorizer Report: Jonathan Trout, CMU reminded the board of the June 29 Board Session.

10. GEE Report: Dr. Said Issa presented the GEE Report to the board.

11. Correspondence: None

12. Old Business: None

13. New Business:

- a. The Charter Contract was presented to the board for review and approval. After review a motion was made by Member Dakroub to approve the Charter Contract as presented. This motion was seconded by Member Othman and carried without opposition (4-0).
- b. The following reauthorization resolutions were presented to the board for approval:
 - Indemnification of University
 - Charter Contract
 - Indemnification of Certain Individuals Associated with the Academy
 - Adoption of Amended BylawsA motion was made by Member Dakroub to approve the reauthorization resolutions. This motion was seconded by Member Othman and carried without opposition (4-0).
- c. The Articles of Incorporation were presented to the board for review and approval. A motion was made by Member Dakroub to approve the Articles of Incorporation. This motion was seconded by Member Othman and carried without opposition (4-0).
- d. The CHRI GEE Management Approval was presented to the board. A motion was made by Member Dakroub authorizing the CHRI GEE Management Approval. This motion was seconded by Member Salameh and carried without opposition (4-0).
- e. The Final Administrative Guideline Updates were presented to the board for immediate implementation.
- f. The Spring Board Policy Updates were presented to the board for review and approval. After review a motion was made by Member Dakroub to approve the Spring Board Policy Updates. This motion was seconded by Member Othman and carried without opposition (4-0),
- g. The MHSAA Resolution was presented to the board for approval. A motion was made by Member Dakroub to approve the MHSAA Resolution. This motion was seconded by Member Othman and carried without opposition (4-0).
- h. The 2017-18 Academic Calendar was presented to the board with the addition of Open Enrollment dates added to the calendar. Member Dakroub made a motion to approve the 2017-18 Academic Calendar as presented. This motion was seconded by Member Othman and carried without opposition (4-0).

- i. The 2nd revised budget was presented to the board for review and approval. After review a motion was made by Member Dakroub to approve the revised budget. This motion was seconded by Member Othman and carried without opposition (4-0).

14. Extended Public Comment: None

15. Other Business/Comment from the Board: None

16. Reconfirmation of Next Board Meeting date and time: Tuesday, July 11, 2017 at 6 p.m.

17. Adjournment: With no further business presenting before the board Member Salameh made a motion to adjourn the meeting. This motion was seconded by Member Dakroub and carried without opposition (4-0). The meeting was adjourned at 6:18 pm.

Proposed Board Minutes respectfully submitted
on June 19, 2017 by:


Huda Davillier, Recording Secretary

Approved by the Board of Directors at its
July 11, 2017 regular meeting.


Samira Bazzi, Board Secretary