



# STAR INTERNATIONAL ACADEMY

## ANNUAL ORGANIZATIONAL Meeting Minutes

**Date:** Tuesday, July 25, 2023  
**Scheduled Time:** 6:30 PM  
**Location:** Central Office  
 6919 N. Waverly Street, Dearborn Heights, MI 48127

- **OATH AND ACCEPTANCE OF PUBLIC OFFICE – FADEK ALSAEED**
- **OATH AND ACCEPTANCE OF PUBLIC OFFICE – ALI MROUE:**
  - **ABSENT – TABLED UNTIL AUGUST MEETING**
- **OATH AND ACCEPTANCE OF PUBLIC OFFICE – RONALD KOUSSAN:**
  - **ABSENT – TABLED UNTIL AUGUST MEETING**

### A. CALL TO ORDER

**Call to Order by:** Fadek Alsaeed  
**Call to Order Time:** 6:36 PM

Attendee Name	Title	Status	Arrived
Fadek Alsaeed	President & Treasurer	Present	
Ali Beydoun	Vice President	Present	
Mariam Aoude	Secretary	Present	
Ali Mroue	Director	Absent	
Ronald Koussan	Director	Absent	

**Also Present:**  
Rami Hamadeh, Haidar Nemer, Dr. Ali Y. Bazzi.

Recognition/Acknowledgment by Board Member Fadek Alsaeed that a quorum is present.

### B. APPROVAL OF AGENDA

THE AGENDA IS APPROVED AS WRITTEN.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Mariam Aoude, Secretary
<b>SECONDER:</b>	Ali Beydoun, Vice President
<b>AYES:</b>	Alsaeed, Aoude, Beydoun
<b>ABSENT:</b>	Koussan, Mroue

### C. ORGANIZATIONAL ITEMS

#### 1. APPROVAL OF ELECTION OF OFFICERS

**RESOLVED THAT**, that the following individuals are hereby elected officers of the Academy to hold the offices set forth opposite their respective names below until their successors have been duly elected and shall have qualified, or as otherwise provided in the Academy’s By-Laws:

\*Individuals wishing to address the board of directors under Item D above are requested to sign in with the board secretary prior to the start of the meeting. Individual comments are limited to no more than two (2) minutes each and total time allowances not exceed 30 minutes. The board will not verbally respond to public comments but may follow up in the most appropriate and time-effective manner.

\*Complaints or concerns requiring a Public Hearing shall first be addressed in writing and delivered to the board president at least five (5) days prior to the board meeting or such complaints or concerns shall not be heard by the board.

\*This meeting is a meeting of the board of directors in public for the purpose of conducting the academy's business and is not to be considered a public community meeting. There is a time for public comment during the meeting as indicated on the agenda. [Open Meetings Act, Public 267].

<b><u>Name:</u></b>	<b><u>Office:</u></b>
<u>Fadek Alsaeed</u>	<u>President &amp; Treasurer</u>
<u>Ali Beydoun</u>	<u>Vice President</u>
<u>Mariam Aoude</u>	<u>Secretary</u>
<u>Ali Mroue</u>	<u>Director</u>
<u>Ronald Koussan</u>	<u>Director</u>

## 2. APPROVAL OF MEETINGS MINUTES OF JUNE 27, 2023

**RESOLVED THAT**, the Board of Directors of Star International Academy has reviewed, discussed and approved the meeting minutes of June 27, 2023.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Mariam Aoude, Secretary
<b>SECONDER:</b>	Ali Beydoun, Vice President
<b>AYES:</b>	Alsaeed, Aoude, Beydoun
<b>ABSENT:</b>	Koussan, Mroue

## 3. APPROVAL OF REVENUES AND EXPENDITURES AS OF JUNE 30, 2023

**RESOLVED THAT**, the Board of Directors of Star International Academy has reviewed, discussed and approved the presented Revenues and Expenditures as of June 30, 2023.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ali Beydoun, Vice President
<b>SECONDER:</b>	Mariam Aoude, Secretary
<b>AYES:</b>	Alsaeed, Aoude, Beydoun
<b>ABSENT:</b>	Koussan, Mroue

## D. PUBLIC COMMENT

### **PUBLIC PRESENT:**

Rami Hamadeh, Haidar Nemer, Dr. Ali Y. Bazzi, Mark Nezich.

### **PUBLIC COMMENTS/OPEN FORUM:**

None.

## E. OLD BUSINESS

## F. NEW BUSINESS

### 1. APPROVAL OF SCHEDULE OF SUPERINTENDENT EVALUATION

**NOW, THEREFORE, BE IT RESOLVED**, that the Board hereby establishes **April 2024**, as the date for the Board evaluation of the Academy's Management Company (Hamadeh Educational Services) and the evaluation shall be conducted in an open public meeting of the Board.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ali Beydoun, Vice President
<b>SECONDER:</b>	Mariam Aoude, Secretary
<b>AYES:</b>	Alsaeed, Aoude, Beydoun
<b>ABSENT:</b>	Koussan, Mroue

**2. APPROVAL OF ANNUAL APPOINTMENTS RETAINING LEGAL COUNSEL, AUDITOR, AND INSURANCE FOR THE ACADEMY**

**RESOLVED**, that the appointments, representations, and/or selection of Shifman & Carlson, P.C. as the legal counsel is hereby approved for and on behalf of the Academy; and

**RESOLVED**, that the appointments, representations, and/or selection of Wilkerson & Associates as the external financial auditor is hereby approved for and on behalf of the Academy; and

**RESOLVED**, that the appointments, representations, and/or selection of General Agency as the insurance agency is hereby approved for and on behalf of the Academy to provide building & liability insurance, workers compensation, Educators Legal Liability, Directors & Aires Commission coverage to Bond the Treasurer and others in accordance with Bay Mills Community College's requirements.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Mariam Aoude, Secretary
<b>SECONDER:</b>	Ali Beydoun, Vice President
<b>AYES:</b>	Alsaeed, Aoude, Beydoun
<b>ABSENT:</b>	Koussan, Mroue

**3. APPROVAL OF ANNUAL APPOINTMENTS OF HOMELESS LIAISON AND FOSTER CARE REPRESENTATIVES FOR THE ACADEMY**

**BE IT RESOLVED**, that the appointments, representations, and/or selections for the below listed options are hereby approved for and on behalf of the Academy; and

**RESOLVED**, that the Academy's Social Worker is hereby appointed as the Academy's Homeless Representative.

**RESOLVED**, that the Academy's Social Worker, Tanya Bazzi, is hereby appointed as the Academy's Foster care Representative.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ali Beydoun, Vice President
<b>SECONDER:</b>	Mariam Aoude, Secretary
<b>AYES:</b>	Alsaeed, Aoude, Beydoun
<b>ABSENT:</b>	Koussan, Mroue

**4. APPROVAL OF ANNUAL APPOINTMENT COORDINATOR OF TITLE VI, TITLE IX, SEXUAL HARASSMENT AND SECTION 504 REPRESENTATIVE**

**NOW, THEREFORE, BE IT RESOLVED**, that the SUPERINTENDENT is hereby appointed Title VI Coordinator to be responsible for the Academy's compliance with 42 U.S.C. §2000d et. seq. ("Title VI"); and

**RESOLVED**, the Academy Board hereby approves and appoints the SUPERINTENDENT as the designated Title IX Coordinator to be responsible for coordinating the Academy's compliance with 20 U.S.C. §1681, et. seq. ("Title IX"); and

**BE IT FURTHER RESOLVED**, that the SUPERINTENDENT is hereby appointed as the Academy's Sexual Harassment Representative and the DIRECTOR OF HUMAN RESOURCES is hereby appointed as the Academy's backup Female Sexual Harassment Representative if and when needed.

**RESOLVED FURTHER**, the Academy Board hereby appoints the SUPERINTENDENT as the Section 504 Coordinator to be responsible for the Academy's compliance with Section 504 of the Rehabilitation Act of 1973 ("Section 504").

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ali Beydoun, Vice President
<b>SECONDER:</b>	Mariam Aoude, Secretary
<b>AYES:</b>	Alsaeed, Aoude, Beydoun
<b>ABSENT:</b>	Koussan, Mroue

**5. APPROVAL OF DESIGNATED EMPLOYEES OF HES, MANAGEMENT COMPANY ACCESS TO CRIMINAL HISTORY RECORD INTERNET SUBSCRIPTION SERVICE (CHRISS)**

**NOW, THEREFORE BE IT RESOLVED:**

1. Employees of Hamadeh Educational Services (“HES”), a Management Company, working at the Academy, with proper training and protocols, may access, view, and process Criminal History Record Internet (“CHRI”) results on behalf of the Academy to the extent permitted by law; and
2. Employees of HES, a Management Company, not at the Academy, having a need to access CHRI as part of the hiring/placement process, with proper training and protocols, may access, view, and process Criminal History Record Internet Subscription Services (“CHRISS”) results on behalf of the Academy to the extent permitted by law; and
3. Individuals requested by the Academy to be fingerprinted by the Academy must sign a waiver that the CHRI results can also be shared with HES; and
4. Employees of HES, a Management Company, who will access, view and process CHRI, shall register for the National Criminal Justice Association (“NCJA”) Audit, Security, and Access to CHRISS trainings and complete the mandatory training before accessing, viewing and processing CHRISS.
5. After successfully completing the mandatory NCJA Audit, Security and Access to CHRISS training, the Academy board of the Public School Academy desires to designate the following HES employees to access, view and process CHRISS results on behalf of the Academy:
  1. **Dr. Ali Bazzi, Superintendent**
  2. **Dr. Majed Hamadeh, HES Vice President**
  3. **Rami Hamadeh, Chief Technology Officer**
  4. **Amal Jawad, Director of Human Resources**
  5. **Zahraa Abdul, HR Compliance Manager**
  6. **Haidar Nemer, Chief Business Executive**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ali Beydoun, Vice President
<b>SECONDER:</b>	Mariam Aoude, Secretary
<b>AYES:</b>	Alsaeed, Aoude, Beydoun
<b>ABSENT:</b>	Koussan, Mroue

**6. APPROVAL OF DESIGNATED ACADEMY LOCAL AGENCY SECURITY OFFICER (LASO) ACCESS TO CRIMINAL HISTORY INTERNET SUBSCRIPTION SERVICES (CHRISS)**

**NOW, THEREFORE BE IT RESOLVED:**

1. Academy LASO working at the Academy, with proper training and protocols, may access, view, and process CHRI results on behalf of the Academy to the extent permitted by law; and

2. Academy LASO staff not at the Academy, having a need to access CHRI as part of the hiring/placement process, with proper training and protocols, may access, view, and process CHRI results on behalf of the Academy to the extent permitted by law; and
3. Individuals requested by the Academy to be fingerprinted by the Academy must sign a waiver that the CHRI results can also be shared with the Academy LASO; and
4. Academy LASO, who will access, view and process CHRI, shall register for the NCJA Audit, Security, and Access to CHRIS trainings and complete the mandatory training before accessing, viewing and processing (CHRIS).

After successfully completing the mandatory NCJA Audit, Security and Access to CHRIS training, the Academy Board of the Public School Academy desires to designate **Mr. Hani Abdallah, SIA Principal** as the Academy designated LASO to access, view and process CHRIS results on behalf of the Academy.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Mariam Aoude, Secretary
<b>SECONDER:</b>	Ali Beydoun, Vice President
<b>AYES:</b>	Alsaeed, Aoude, Beydoun
<b>ABSENT:</b>	Koussan, Mroue

**7. APPROVAL OF ANNUAL FOIA APPOINTMENT AND OMA REPRESENTATIVE FOR THE ACADEMY**

**NOW, THEREFORE BE IT RESOLVED**, that the **SUPERINTENDENT** is hereby appointed as the Academy’s FOIA Representative.

**RESOLVED**, that the **SUPERINTENDENT** is hereby appointed as the Academy’s OMA Representative.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ali Beydoun, Vice President
<b>SECONDER:</b>	Mariam Aoude, Secretary
<b>AYES:</b>	Alsaeed, Aoude, Beydoun
<b>ABSENT:</b>	Koussan, Mroue

**8. APPROVAL OF ANNUAL APPOINTMENT OF BANK TRANSACTIONS AND SIGNATORIES FOR THE ACADEMY**

**BE IT RESOLVED**, that the Academy Board elects, approves and believes the designated signatories to sign all checks, drafts, and orders for the payment of money in the Academy’s best interests;

**Bank Signatory 1: Fadek Alsaeed**

**Bank Signatory 2: Mariam Aoude**

**Bank Signatory 3: Ali Beydoun**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ali Beydoun, Vice President
<b>SECONDER:</b>	Mariam Aoude, Secretary
<b>AYES:</b>	Alsaeed, Aoude, Beydoun
<b>ABSENT:</b>	Koussan, Mroue

**9. APPROVAL OF ANNUAL APPOINTMENT OF CREDIT CARD HOLDERS**

**BE IT RESOLVED**, that the Academy believed it is in the Academy’s best interest to appoint the following individuals are authorized Credit Card Holders to make necessary purchases for the Academy consistent with the Academy’s purchasing policy in the Academy’s best interests:

- Superintendent
- Chief Technology Officer
- Principal
- Chief Business Executive
- Coordinator of Food Services
- Director of Human Resources
- Early Childhood Specialist
- Director of Operation
- Director of Athletics
- Procurement Specialist
- HR Compliance Manager

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ali Beydoun, Vice President
<b>SECONDER:</b>	Mariam Aoude, Secretary
<b>AYES:</b>	Alsaeed, Aoude, Beydoun
<b>ABSENT:</b>	Koussan, Mroue

**10. APPROVAL OF ANNUAL APPOINTMENT FOR PLACE OF POSTING FOR THE ACADEMY**

**BE IT RESOLVED**, that the Academy that the Academy’s Public Meeting Notices will be posted on the following:

1. Academy’s Website
2. At the Academy’s main office located at 24425 Hass St., in the City of Dearborn Heights.
3. At the Academy's main office located at 24480 George St., in the City of Dearborn Heights.
4. At the Academy's main office located at 45081 Geddes Rd., in the City of Canton.
5. At the Support Center/Central District Office located at 6919 N. Waverly St., Dearborn Heights, MI 48127.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ali Beydoun, Vice President
<b>SECONDER:</b>	Mariam Aoude, Secretary
<b>AYES:</b>	Alsaeed, Aoude, Beydoun
<b>ABSENT:</b>	Koussan, Mroue

**11. APPROVAL OF ANNUAL APPOINTMENT OF MEDIA SOURCE AND CONTACT FOR THE ACADEMY**

**BE IT RESOLVED**, that the appointments, representations, and/or selections for the below listed options are hereby approved for and on behalf of the Academy; and:

**NOW, THEREFORE BE IT RESOLVED**, that the SCHOOL ATTORNEY is hereby appointed as the Academy’s MEDIA Representative in matters related to the Academy’s ESP.

**RESOLVED**, that the SUPERINTENDENT is hereby appointed as the Academy’s MEDIA Representative in matters to all other media representing the Academy.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Ali Beydoun, Vice President  
**SECONDER:** Mariam Aoude, Secretary  
**AYES:** Alsaeed, Aoude, Beydoun  
**ABSENT:** Koussan, Mroue

**12. APPROVAL OF SCHOOL IMPROVEMENT PLAN (SIP)**

**RESOLVED THAT,** the Board of Directors of Star International Academy has reviewed, discussed and approved the School Improvement Plan (“SIP”) as set forth in Exhibit “A” to implement for the 2023-24 school year.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Mariam Aoude, Secretary  
**SECONDER:** Ali Beydoun, Vice President  
**AYES:** Alsaeed, Aoude, Beydoun  
**ABSENT:** Koussan, Mroue

**13. APPROVAL OF PARENT/STUDENT HANDBOOK**

**RESOLVED THAT,** the Board of Directors of Star International Academy has reviewed, discussed and adopted the Parent/Student Handbook as set forth in Exhibit “A” to be implemented for the 2023-24 school year.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Ali Beydoun, Vice President  
**SECONDER:** Mariam Aoude, Secretary  
**AYES:** Alsaeed, Aoude, Beydoun  
**ABSENT:** Koussan, Mroue

**14. PRESENTATION, APPROVAL AND SELECTION OF THE FENCE REPLACEMENT SERVICES VENDORS**

**NOW, THEREFORE BE IT RESOLVED:**

1. The Academy Board has reviewed the bid summary and recommendations from the Fence Replacement Services Bid Review Committee for the Fence Replacement Services vendor selection as attached hereto as Exhibit "A"; and
2. The Academy Board approves and believes it would be in the best interest of the Academy at this time to select and finalize the contract with the following vendors;

Vendor Name	Service Type	Contract Length
Nationwide Construction Group	Fence	One Time Installation

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Ali Beydoun, Vice President  
**SECONDER:** Mariam Aoude, Secretary  
**AYES:** Alsaeed, Aoude, Beydoun  
**ABSENT:** Koussan, Mroue

## 15. APPROVAL OF VENDORS/EXPENSES

**RESOLVED THAT**, Board has reviewed, and approves the Expenses and Costs as attached in Exhibit “A” as follows:

<b><u>VENDOR:</u></b>	<b><u>SERVICES:</u></b>
<b>HES Ajami Consulting</b>	<b>Consultant</b>
<b>MET Consulting</b>	<b>Consultant</b>
<b>HES KG Keith Gregoire</b>	<b>Consultant</b>
<b>Professional Outreach</b>	<b>Consultant</b>
<b>Gilberts Concepts, LLC</b>	<b>Concrete – SIA George and SIA Waverly</b>
<b>True North Rigging</b>	<b>Stage Curtains</b>

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Mariam Aoude, Secretary
<b>SECONDER:</b>	Ali Beydoun, Vice President
<b>AYES:</b>	Alsaeed, Aoude, Beydoun
<b>ABSENT:</b>	Koussan, Mroue

## G. AUTHORIZER'S PRESENTATION/DISCUSSION

– None.

## H. ADJOURNMENT

Motioned by Mariam Aoude  
Supported by Ali Beydoun

**BE IT RESOLVED THAT** the meeting be adjourned.

Meeting Adjourned at {6:59 PM}.