



**BOARD MEETING MINUTES**  
**Monday, December 29<sup>th</sup>, 2025 @ 5:00 PM**  
**Location of Meeting: Zoom**

Call to order: Reem called the meeting to order at 5:03 pm.

**Board Members & Others - Present or Absent:**

#	Name	Present or Absent
1	Salad Abagira (Community member) – Board Chair	P (joined late, 5:08pm)
2	Reem Zemam (Parent) – Vice Chair	P
3	Sahra Tobe - (Teacher) – Secretary	P
4	Yadata Borana (Parent) – Treasurer	P
5	Robert Stubbs (Teacher) – Board member	P
6	Arif Bakar (Ex-Officio) – School Director	P
7	Shannon Benalshaikh (Finance Manager)	P
8	Community members / Authorizer:	A

## Agenda:

## Minutes:

Subject	<b>Motion to approve previous meeting minutes.</b>						
Motion	Approve minutes from the November meeting held 11/24/2025.						
Made by	Rob			Seconded	Sahra		
Discussion	No discussion.						
Vote	4	Yea	4	Nay	0	Abstain	0
Decision	Motion passed unanimously						

### **Conflict of Interest:**

Subject	<b>Conflict of Interest</b>
Discussion	The vice-chair asked if there were any conflicts of interest. No conflict of interest was disclosed by board members.

## Financial Report:

Subject	<b>Financial Report for the month of November 2025</b>
Discussion	Shannon gave the financial report for the month of November 2025.

## Payment Register:

## New Business:

## **NEW BUSINESS:**

**Verification of Board Training Completion**

Subject	<b>Approve Board Training Progress and Completion</b>						
Motion	Motion to the Board training progress and completion.						
Made by	Reem		Seconded	Salad			
Discussion	The board discussed the completion of the monthly required board training, and training certificates were verified as received by the Executive Director. All board members are up to date with trainings, except Yadata Borana, who has one remaining to complete.						
Vote	5	Yea	5	Nay	0	Abstain	0
Decision	Motion passed unanimously						

**ED's Report:** ED shared monthly report for November 2025.

**Announcement:** None

**Public Comment:** None

**Adjournment:** Salad adjourned the meeting at 5:37pm

**Minute Submitted by Sahra Tobe**