



# OXFORD PREPARATORY ACADEMY

## REGULAR MEETING OF THE BOARD OF DIRECTORS

**August 24, 2017**  
**5:30 pm Closed Session**  
**7:00 pm Open Session**

**Meeting Location:**  
***Oxford Preparatory Academy – South Orange County Campus***  
*23000 Via Santa Maria, Mission Viejo, CA 92691; and*

**Teleconference Location:**  
***Oxford Preparatory Academy – Saddleback Valley Campus***  
*22882 Loumont Dr., Lake Forest, CA 92630*

### AGENDA

The public, including public attending a teleconference location, are invited to address the Board regarding items listed on the agenda. Comments on an agenda item will be accepted during consideration of that item, or prior to consideration of the item in the case of a closed session item. Please turn in comment cards to the Board Secretary prior to the item you wish to speak on.

#### REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the *Rehabilitation Act of 1973* and the *Americans with Disabilities Act of 1990*, any individual with a disability who requires reasonable accommodation to attend or participate in a meeting or function of the Corporate Board of Directors, may request assistance by contacting Oxford Preparatory Academy, 5862 C Street, Chino CA 91709; telephone (909) 536-6807; fax (909) 248-0459.

### **I. PRELIMINARY**

#### **A. CALL TO ORDER**

##### 1. Roll Call

Members	Present	Absent
Sandra Garner, Chair	_____	_____
Albert Diaz, Secretary	_____	_____
Neveen Adly, Treasurer	_____	_____
Debra Tarver, Member	_____	_____

##### 2. Pledge of Allegiance

##### 3. Approval of Agenda for Regular Board Meeting for August 24, 2017

Item I.A.3 - Recommend the Board of Directors:  Approve Agenda for Regular Board Meeting for August 24, 2017.	Motion: Second: Vote:
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**B. PUBLIC ANNOUNCEMENT OF REASON FOR CLOSED SESSION**

**1. Public Comments on Closed Session Items**

*Remarks for closed session items shall be limited to no more than three (3) minutes. Please turn your comment card in to the Board Secretary prior to this agenda item.*

**II. CLOSED SESSION – FOR DISCUSSION AND POSSIBLE ACTION**

**A. Conference with Legal Counsel – Anticipated Litigation**

*(Gov. Code section 54956.9(d)(2)): (1 matter)*

**B. Conference with Legal Counsel – Existing Litigation**

*(Gov. Code section 54956.9(d)(1)):*

1. *Oxford Preparatory Academy v. Chino Valley Unified School District*
2. *Oxford Preparatory Academy v. Edlighten Learning Solutions*

**C. Public Employee Appointment**

*Title: Chancellor Saddleback Valley (Gov. Code section 54957)*

**III. OPEN SESSION**

**A. PUBLIC REPORT OF ACTION TAKEN IN CLOSED SESSION**

**B. PRESENTATIONS**

1. Multiple Intelligences  
*South Orange County ASB*
2. South Orange County Site Update  
*Denise Pascoe, Chancellor*
3. Introduction of New Staff  
*Denise Pascoe, Chancellor*

**C. COMMUNICATIONS**

1. Comments from the Board of Directors
2. Comments from the Managing Director

**D. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA**

*The public, including public attending a teleconference location, are invited to address the Board regarding items not listed on the agenda. No individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation. Please turn your comment card into the Board Secretary prior to this agenda item.*

**E. ITEMS FOR INFORMATION**

1. Financial Update for June and July 2017  
*Andy Stern, Charter Impact*
2. Christy White Associates Report  
*Andrew Crowe*
3. Governance Committee Update
4. Finance Committee Update

**F. ITEMS SCHEDULED FOR CONSENT**

1. Minutes from Regular Board Meeting 7/27/17 and Special Board Meeting 8/1/17
2. Warrant Reports May, June, July 2017
3. Updated Employee Handbook

**G. ITEMS FOR DISCUSSION/ACTION**

1. **Approval of the Amended Memorandum of Understanding (MOU) between Orange County Board of Education and Oxford Preparatory Academy for the Operation of Oxford Preparatory Academy-Saddleback Valley Charter School**

*An amended Memorandum of Understanding (MOU) between Orange County Board of Education and Oxford Preparatory Academy (OPA) for the operation of Oxford Preparatory Academy-Saddleback Valley Charter School has been proposed by the OCBE and is before the Board for authorization.*

<p>Item III.G.1 - Recommend the Board of Directors:</p> <p>Approve the Amended Memorandum of Understanding (MOU) between Orange County Board of Education and Oxford Preparatory Academy for the operation of Oxford Preparatory Academy – Saddleback Valley Charter School.</p>	<p>Motion: Second: Vote:</p>
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2. **Approve Charter Impact Management and Accounting Services Agreement for the 2017-2018 School Year**

*Charter Impact provides valuable back office business management and accounting services for Oxford Preparatory Academy Schools. The contract continues their services from July 1, 2017 to June 30, 2018.*

<p>Item III.G.2 - Recommend the Board of Directors:</p> <p>Approve Charter Impact Management and Accounting Services Agreement for the 2017 – 2018 School Year.</p>	<p>Motion: Second: Vote:</p>
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**3. Nominations and Election of Directors to the Board**

*On May 9, 2017, the Oxford Preparatory Academy Board of Directors formed an ad hoc committee appointed to designate qualified candidates for election to the Board of Directors with the intent to expand the Board with two new members. Pursuant to the Bylaws, Article VII, Section 6, at the Board meeting held on July 27, 2017 the nominating committee made a report to the Board and provided each Board member a list of designated qualified candidates. It is recommended that the Board of Directors nominate and elect directors from the pool of qualified candidates designated by the committee. Pursuant to the Bylaws, Article VII, Section 3, all directors are nominated and elected by the existing Board of Directors and serve four (4) year terms until a successor is elected.*

Item III.G.3 - Recommend the Board of Directors:	Motion:
A. <b>Nominate</b> qualified candidate for the expanded Board member seat; and	Second:
	Vote:
B. <b>Hold election</b> for nominated candidates to fill the expanded Board member seat.	Motion:
	Second:
C. <b>Nominate</b> qualified candidate for the expanded Board member seat; and	Vote:
	Motion:
D. <b>Hold election</b> for nominated candidate to fill the expanded Board member seats.	Second:
	Vote:

**IV. ADJOURNMENT**

Recommend the Board of Directors:	Motion:
Adjourn the Regular Board Meeting for August 24, 2017.	Second:
	Vote:

The meeting adjourned at \_\_\_\_\_.