



Oxford Preparatory Academy

Special Meeting of the Board of Directors

December 13, 2016
MINUTES

I. PRELIMINARY

A. CALL TO ORDER

The meeting was called to order at 6:04 pm.

The special meeting of the Board of Directors was held at the OPA-Chino Valley campus located at 5862 C Street, Chino, California. The teleconference of the Board of Directors was held at the OPA-South Orange County (SOC) campus located at 23000 Via Santa Maria, Mission Viejo, California and the OPA-Saddleback Valley campus located at 22882 Loumont Dr., Lake Forest, California.

1. Roll Call

Members	Present	Absent
Andrew Vestey, Vice-Chairman	X	
Neveen Adly, Treasurer	X	
Albert Diaz, Secretary	X	
Debra Tarver, Member	X	
Vacant		

2. Approval of Agenda

Moved (Diaz), second (Adly), motion carried by a vote of 4-0 to approve the agenda for the special meeting of the Board of Directors for December 13, 2016 as presented. The vote was taken by roll call.

Roll Call Vote:

AYES: Andrew Vestey, Albert Diaz, Neveen Adly, Debra Tarver

NOES: 0

ABSTAIN: 0

ABSENT: 0

B. PUBLIC ANNOUNCEMENT OF REASON FOR CLOSED SESSION

Chairman Vestey read the reason for closes session meeting:

Conference with Legal Counsel-Anticipated Litigation (Gov. Code section 54956.9(d)(2)) 1 matter; and Conference with Legal Counsel-Anticipated Litigation (Gov. Code section 54956.9(d)(4)) 1 matter

1. Public Comments on Closed Session Items

There were no public comments

II. CLOSED SESSION – FOR DISCUSSION AND POSSIBLE ACTION

Chairman Vestey announced that the Board would be entering closed session at 6:07 pm.

III. OPEN SESSION

A. PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION

Andrew Vestey, Chairman, reconvened the Open meeting of the Board of Directors at 7:13 pm. The Board was in closed session from 6:07 pm to 7:13 pm. Mr. Vestey reported out that the Board of Directors was accepting the recommendation of the Interim Executive Director regarding staffing

changes for the Managing Director, Chief Academic Officer, Chief Operating Officer, and Interim Managing Director.

B. ITEMS SCHEDULED FOR CONSENT

1. Amended Board of Directors Meeting Schedule

Moved (Diaz) and Second (Tarver) to accept the Amended Board of Directors Meeting schedule for 2016-2017 with one change, the January meeting will take place on January 3, 2017. The vote was taken by roll call.

Roll Call Vote:

Ayes: Andrew Vestey, Albert Diaz, Neveen Adly, Debra Tarver

Noes: 0

Abstain: 0

Absent: 0

C. ITEMS WCHEDULED FOR INFORMATION

1. Merit Pay Policies

Denise Pascoe, Interim Executive Director, shared the current Merit Pay Policy and requested the Board of Directors review and this item will be brought back before the Board at a subsequent meeting to discuss potential changes.

D. ITEMS SCHEDULED FOR DISCUSSION/ACTION

1. Back Office Services

Denise Pascoe, Interim Executive Director recommended to the Board of Directors the approval and acceptance of the contract from Charter Impact as a back office provider for the Oxford Preparatory Academy schools. Mrs. Tarver recommended that the term of the contract be amended to contract from 3 years to the remainder of this calendar year only. With this changes noted, the motion was moved (Tarver) and Second (Adly) to accept the contract before the Board for the term of the remainder of the school year. The vote was taken by roll call.

Roll Call Vote:

Ayes: Andrew Vestey, Albert Diaz, Neveen Adly, Debra Tarver

Noes: 0

Abstain: 0

Absent: 0

2. Creation of Ad Hoc Executive Director Search Committee

Andrew Vestey, Chairman, and Debra Tarver, Member agreed to participate in the Ad Hoc committee to conduct an extensive search for a new Executive Director.

Andrew Vestey, Chairman, asked Chancellor Crowe to share an email received earlier in the day. Mr. Crowe shared that the music coordinator of the Upland Nativity Festival had written to commend the OPA-Chino Valley choir on their recent performance and to share that the quality of their singing was a testament to Mario Raven, Chino music teacher.

IV. ADJOURNMENT

Motion (Diaz) and Second (Tarver) to adjourn the meeting. The vote was taken by roll call.

Roll Call Vote:

Ayes: Andrew Vestey, Albert Diaz, Neveen Adly, Debra Tarver

Noes: 0


Abstain: 0

Absent: 0

Andrew Vestey, Chairman, adjourned the Special meeting of the Board of Directors for December 5, 2016 at 7:21 p.m.



Andrew Vestey, Chairman



Albert Diaz, Secretary