



Oxford Preparatory Academy

Special Meeting of the Board of Directors

December 6, 2016
MINUTES

I. PRELIMINARY

A. CALL TO ORDER

The meeting was called to order at 6:53 pm.

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

1. Roll Call

Members	Present	Absent
Andrew Vestey, Chairman	X	
Neveen Adly, Treasurer	X	
Albert Diaz, Secretary	X	
Vacant		
Vacant		

2. Pledge of Allegiance

Chairman Vestey led the Pledge of Allegiance.

3. Approval of Agenda

Moved (Adly), second (Diaz), motion carried by a vote of 3-0 to approve the agenda for the special meeting of the Board of Directors for December 6, 2016 as presented. The vote was taken by roll call.

Roll Call Vote:

AYES: Andrew Vestey, Albert Diaz, Neveen Adly

NOES: 0

ABSTAIN: 0

ABSENT: 0

II. OPEN SESSION

A. PRESENTATION

Chairman Vestey shared that effective December 6th, 2016 at 4:30 pm the Board of Directors had accepted the resignation of Executive Director, Barbara Black. Mr. Vestey thanked Mrs. Black for her years of service and appreciated that she was willing to step up and resign at this time. Albert Diaz, Secretary, thanked Mrs. Black for everything she had done to help OPA through the recent turmoil and he commended her for stepping up and never shrinking down. Neveen Adly, Treasurer, commented on the difficulty of this decision to resign and she thanked Mrs. Black for everything she had done for the OPA organization, as she had no doubt made an impact on the entire organization. Mrs. Adly thanked Mrs. Black and wished her well in her future.

B. PUBLIC ANNOUNCEMENT OF REASON FOR CLOSED SESSION

*Chairman Vestey announced reason for closed session:
Public Employee Appointment (Gov. Code section 54957(b) Title: Interim Executive Director*

1. Public Comments on Closed Session Items

There were no public comments.

II. Closed Session – For Discussion and Possible Action

Chairman Vestey adjourned to closed session at 6:57 pm.

III. Open Session

A. RECONVENE TO SPECIAL OPEN MEETING – Immediately Following Closed Session

Andrew Vestey, Chairman, reconvened Open Session at 8:05 pm. The Board was in closed session from 6:57 pm to 8:05 pm.

1. Report Closed Session Action

Chairman Vestey shared that the Board of Directors had appointed the South Orange County Chancellor, Denise Pascoe, as the Interim Executive Director. Mr. Vestey stated that Mrs. Pascoe’s salary would be set at \$175,000 annually as an at-will employee and offered the same benefits. Chairman Vestey shared that at the next board meeting, the Board would consider creating an Ad-Hoc committee to search for a new Executive Director. During this Interim position the Board would retain Board approval for any staffing changes, financial oversight, and the Board would be appointing Mrs. Pascoe as a check signor. All checks, excluding payroll related expenses, would be reduced from \$25,000 to \$10,000 for requiring dual signatures with the Interim Executive Director and the Managing Director signing.

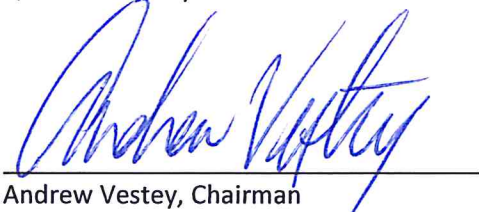
IV. ADJOURNMENT

Moved (Diaz), Second (Adly), motion carried by a vote of 3-0 to adjourn the special meeting for December 6, 2016. The vote was taken by roll call.

Roll Call Vote:

*AYES: Andrew Vestey, Albert Diaz, Neveen Adly
NOES: 0
ABSTAIN: 0
ABSENT: 0*

Andrew Vestey, Chairman, adjourned the Special meeting of the Board of Directors for December 6, 2016 at 8:07 p.m.


Andrew Vestey, Chairman


Albert Diaz, Secretary