



Oxford Preparatory Academy

Special Meeting of the Board of Directors

January 24, 2017
MINUTES

I. PRELIMINARY

A. CALL TO ORDER

The meeting was called to order at 5:06 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	
Sandra Garner, Member	X	

2. *The Pledge of Allegiance was led by Albert Diaz, Secretary.*

3. Approval of Agenda

Moved (Tarver), second (Diaz), motion carried by a vote of 5-0 to approve the agenda for the special meeting of the Board of Directors for January 24, 2017 as presented. The vote was taken by roll call.

Roll Call Vote:

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

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)) 6 matters 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 5:09 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 7:17 pm. The Board was in closed session from 5:09 pm to 7:17 pm. Mr. Vestey reported there was no action taken that required reporting out.

B. ITEMS SCHEDULED FOR INFORMATION**1. School Services of California – Andrew Crowe, Interim Managing Director**

Mr. Crowe shared that FCMAT was not able to contract with us due to the audit they performed, but they recommended that Oxford Prep work with School Services of California for organizational support. A contract for initial membership was shared. Board requested additional information be brought back regarding costs for services.

2. PCSGP School Review – Andrew Crowe, Interim Managing Director

Mr. Crowe shared that a PCSGP review must be completed for funding for the Saddleback Valley to continue. Eric Premac's organization CSDC will complete the review.

C. ITEMS SCHEDULED FOR DISCUSSION/ACTION**1. Approval of Student Freedom of Speech/Expression Policy**

Moved (Garner), second (Diaz), motion carried by 5-0 vote to approve the Student Freedom of Speech/Expression Policy as presented. The vote was taken by roll call.

Roll Call Vote:

*AYES: Andrew Vestey, Albert Diaz, Neveen Adly, Debra Tarver, Sandra Garner
NOES: 0
ABSTAIN: 0
ABSENT: 0*

2. Approval of Employment Agreement for the Interim Executive Director

Moved (Garner), second (Tarver), motion carried by 5-0 vote to approve the Employment Agreement for the Interim Executive Director with the following amendment: Removal of any verbiage that states..."or any affiliates of OPA." The vote was taken by roll call.

Roll Call Vote:

*AYES: Andrew Vestey, Albert Diaz, Neveen Adly, Debra Tarver, Sandra Garner
NOES: 0
ABSTAIN: 0
ABSENT: 0*

3. Approval of Contract between School Food and Wellness Group LLC and Oxford Preparatory Academy to provide administrative support with Oxford's participation in the National School Lunch Program.

Moved (Diaz), second (Adly), motion carried with a 5-0 vote to approve the contract between School Food and Wellness Group LLC and Oxford Preparatory Academy to provide administrative support with Oxford's participation in the National School Lunch Program. Andrew Crowe, Interim Managing Director, shared that the goal is to have the program implemented by the 2017-2018 school year and that this contract is for oversight and management services. The vote was taken by roll call.

Roll Call Vote:

AYES: Andrew Vestey, Albert Diaz, Neveen Adly, Debra Tarver, Sandra Garner
NOES: 0
ABSTAIN: 0
ABSENT: 0

4. Approval of contract with Elite Modular, Inc. and Oxford Preparatory Academy for Modular Buildings to be placed at the South Orange County site.

Moved (Garner), second (Tarver), motion passed with 5-0 vote to approve the contract with Elite Modular, Inc. and Oxford Preparatory Academy for modular buildings to be placed at the South Orange County campus for a band room and additional restrooms. The vote was taken by roll call.

Roll Call Vote:

AYES: Andrew Vestey, Albert Diaz, Neveen Adly, Debra Tarver, Sandra Garner
NOES: 0
ABSTAIN: 0
ABSENT: 0

5. Approval of Nepotism Disclosure Policy

Moved (Diaz), second (Garner), motion passed with a 5-0 vote to approve the Nepotism Disclosure Policy with one amendment, changing all references in the document from Human Resource Director to Human Resource Coordinator. The vote was taken by roll call.

Roll Call Vote:

AYES: Andrew Vestey, Albert Diaz, Neveen Adly, Debra Tarver, Sandra Garner
NOES: 0
ABSTAIN: 0
ABSENT: 0

6. Election of Board Vice-Chairman

Moved (Diaz), and second (Tarver), motion carried 5-0 to appoint Sandra Garner as the Vice-Chairman for the Board of Directors. The vote was taken by roll call.

Roll Call Vote:

AYES: Andrew Vestey, Albert Diaz, Neveen Adly, Debra Tarver, Sandra Garner
NOES: 0
ABSTAIN: 0
ABSENT: 0

7. Response to Notice of Violation for Oxford Preparatory Academy-Chino Valley

Moved (Tarver), second (Diaz), motion carried with 5-0 vote to direct staff to submit a detailed, written response to the Chino Valley USD (CVUSD) Notice of Violation letter to Oxford Preparatory Academy-Chino Valley addressing each identified violation with attached supporting evidence. Ms. Garner commented that the Notice of Violation should have come first, before the denial. If things had been done in the right order, the perception would have been that the district was there to help OPA, and not harm.

Roll Call Vote:

AYES: Andrew Vestey, Albert Diaz, Neveen Adly, Debra Tarver, Sandra Garner
NOES: 0
ABSTAIN: 0
ABSENT: 0

8. Approve Submission of Oxford Preparatory Academy-Chino Valley Charter Renewal Appeal to the California State Board of Education

Moved (Diaz), second (Garner), motion carried with 5-0 vote to approve submission of the Oxford Preparatory Academy-Chino Valley renewal appeal to the California State Board of Education. The Board of Directors requested a copy of the letter being sent with the appeal be sent to them as soon as it was available. The vote was taken by roll call.

Roll Call Vote:

AYES: Andrew Vestey, Albert Diaz, Neveen Adly, Debra Tarver, Sandra Garner
NOES: 0
ABSTAIN: 0
ABSENT: 0

9. Business Expense Reimbursement Policy

This item was tabled to a later meeting by Andrew Vestey, Chairman.

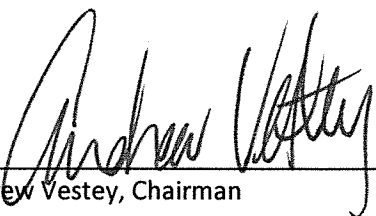
IV. ADJOURNMENT

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

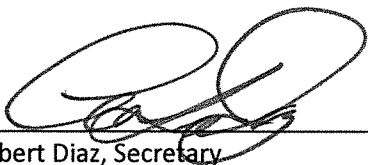
Roll Call Vote:

AYES: Andrew Vestey, Albert Diaz, Neveen Adly, Debra Tarver, Sandra Garner
NOES: 0
ABSTAIN: 0
ABSENT: 0

Andrew Vestey, Chairman, adjourned the Special meeting of the Board of Directors for January 24, 2017 at 8:19 pm.



Andrew Vestey, Chairman



Albert Diaz, Secretary