



Oxford Preparatory Academy

Regular Meeting of the Board of Directors

August 24, 2017
MINUTES

I. PRELIMINARY

A. CALL TO ORDER

The meeting was called to order at 5:33 pm.

The Regular Meeting of the Board of Directors of Oxford Preparatory Academy 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 meeting was held at the OPA- Saddleback Valley campus located at 22882 Loumont Dr., Lake Forest, California.

1. Roll Call

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

2. Pledge of Allegiance

The Pledge of Allegiance was led by student, J.Fukuda.

3. Approval of Agenda

Moved (Diaz), second (Adly), motion carried by a vote of 3-0 to approve the agenda for the Regular Meeting of the Board of Directors for August 24, 2017 as presented.

B. PUBLIC ANNOUNCEMENT OF REASON FOR CLOSED SESSION

Board Chair Garner shared the Closed Session items as:

- Conference with Legal Counsel – Anticipated Litigation
(Gov. Code section 54956.9(d)(2)) – 1 matter
- Conference with Legal Counsel – Existing Litigation
(Gov. Code section 54956.9(d)(1)) – 2 matters
 1. *Oxford Preparatory Academy v. Chino Valley Unified School District*
 2. *Oxford Preparatory Academy v. Edlighten Learning Solutions*
- Public Employee Appointment – Chancellor Saddleback Valley
(Gov. Code section 54957)

1. Public Comments on Closed Session Items

There were no public comments.

II. CLOSED SESSION – FOR DISCUSSION AND POSSIBLE ACTION

Board Chair Garner announced that the Board would begin Closed Session at 5:36 pm

III. OPEN SESSION**A. PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION**

Sandra Garner, Chair, reconvened the Open Meeting of the Board of Directors at 7:16 pm. The Board was in closed session from 5:36 pm to 7:16 pm. Ms. Garner reported out that the Board instructed the Managing Director to extend an offer for the Chancellor of Saddleback Valley position.

B. PRESENTATIONS

1. Multiple Intelligences
South Orange County ASB students created a video showcasing examples of students learning via the eight multiple intelligences.
2. South Orange County Site Update
Nic Sessions, Dean, shared information and images of school site activities on the South Orange County campus.
3. Introduction of New Staff
Denise Pascoe, Chancellor, introduced new staff to the Board of Directors.

C. COMMUNICATIONS**1. Comments from the Board**

Neveen Adly, Treasurer, shared how cute the MI video was. She also shared she was very excited about the changes that were taking place on the SOC campus and how much she enjoys being there. Finally, she shared that the Board appreciates the emails from parents with concerns but wanted to reiterate that the Board doesn't make academic decisions, she encouraged parents to give Site Admin an opportunity to resolve their issues at the school site whenever possible.

Albert Diaz, Secretary, reiterated Ms. Adly's comments and encouraged parents to give site administration time to respond to their concerns. He shared that he has heard great things about the beginning of the school year and he is thrilled to hear how smoothly everything has been going on both campuses.

Ms. Garner shared that she also has heard great things about the start of this school year and she was able to serve popcorn all night at the Saddleback Valley carnival and it was a great time. Ms. Garner stated "8 months ago a group of 5 strangers came together with a common interest. These 5 strangers answered the call to volunteer for the Board of Directors, to restore financial integrity to OPA." Ms. Garner stated she is proud to say, that mission has been accomplished. Ms. Garner then read a resignation from Debra Tarver, resigning from the Oxford Board of Directors effective August 24, 2017. Ms. Garner shared how Ms. Tarver had impacted the Oxford organization during her time on the Board and thanked Ms. Tarver for her service.

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

Naz Nodjoui, SOC parent, shared a list of questions that she had compiled from a variety of parents for the Board. The list included the dissolution of the academy fund, SOC renewal timeline, status of WASC, why can't students pick the foreign language they want to take, concern about a new staff member that may be related to former Executive Director, why is there not equal representation from each school on the Board, why were 2 and not 3 new Board members being voted in, an update on the Saddleback Valley computer plans, and an update on the Advisory Board.

Janet Hansen, parent, read a statement from parent, Erica Cox, who was not able to attend the meeting. She shared that she wanted to thank Mrs. Pascoe, Mr. Crowe, Mr. T, and the Board for resolving the parade cuts. Mrs. Hansen stated that band and music is very important and there are studies that show benefits of

participation in these performing arts, a copy of this information was shared with the Board. Finally, she commented that structured performing band rehearsals are needed.

E. ITEMS FOR INFORMATION

1. **Financial Update for June and July 2017**
Andy Stern, Charter Impact, teleconferenced his report to the Board with updated financials for June and a comprehensive update for July 2017.
2. **Christy White Associates Report**
Andrew Crowe shared the most recent report from Christy White Associates outlining that Oxford Prep had completed all areas of its Recovery Plan except the all staff fraud training.
3. **Governance Committee Update**
Ms. Garner shared that an email went out to the Advisory Council members for SOC and Saddleback's letter was going out soon. She shared that orientation meetings will take place in early September and then each Council will determine their bylaws.

F. ITEMS SCHEDULED FOR CONSENT

Minutes from Regular Meeting on 7/27/17 and Special Meeting on 8/1/17.
Warrant Report for May and June 2017
Updated Employee Handbook

Moved (Diaz), Second (Adly), motion carried 3-0 to approve the items scheduled for consent as presented.

G. ITEMS FOR DISCUSSION/ACTION

1. **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**
An update was provided by Andrew Crowe but no action was taken. Andrew Crowe will bring a final MOU to the next Board meeting for approval.

2. **Approve Charter Impact Management and Accounting Services Agreement for the 2017-2018 school year.**

Moved (Adly), Second (Diaz), motion carried 3-0 to approve the Charter Impact Management and Accounting Services Agreement for the 2017-2018 school year as presented.

3. **Nominations and Election of Directors to the Board**

Board Chair Garner explained that the elections would require a nomination and a second before a vote would be called for each candidate.

Motion (Adly) to nominate Ashwin Agarwal to the Board. No second was received.

The Board Chair asked if there was another nomination

Motion (Diaz), Second (Garner) to nominate Raymond Jackson to the Board. The motion carried 2-yes to 1-no in favor of Raymond Jackson's election to the Board.

Ms. Garner invited Mr. Jackson to take his seat at the Board table but Mr. Jackson was not in attendance during the election. The Board Chair asked if there was another nomination.

Motion (Diaz), Second (Adly) to nominate Joseph Haney to the Board. The motion carried 3-0 in favor of Joseph Haney's election to the Board.

Ms. Garner invited Mr. Haney to his seat at the Board table.

VI. ADJOURNMENT

Motion (Diaz) and Second (Garner), motion carried 4-0 to adjourn the meeting.

Sandra Garner, Board Chair, adjourned the Regular Meeting of the Board of Directors for August 24, 2017 at 8:17 pm.



Sandra Garner, Board Chair



Albert Diaz, Board Secretary