



# Oxford Preparatory Academy

## Special Meeting of the Board of Directors

March 8, 2018

### MINUTES

#### I. PRELIMINARY

##### A. CALL TO ORDER

*The meeting was called to order at 11:35 am.*

*The Special Meeting of the Board of Directors of Oxford Preparatory Academy was held at the OPA-Saddleback Valley campus located at 22882 Loumont Dr., Lake Forest, California. The teleconference of the Board of Directors meeting was held at the OPA-South Orange County (SOC) campus located at 23000 Via Santa Maria, Mission Viejo, California.*

##### 1. Roll Call

Members	Present	Absent
Sandra Garner, Chair	X	
Joseph Haney, Vice-Chair	X	
Albert Diaz, Secretary	X	
Raymond Jackson, Treasurer		X

##### 2. Pledge of Allegiance

*The Pledge of Allegiance was led by Sandra Garner, Chair.*

##### 3. Approval of Agenda

*Moved (Haney), second (Diaz), motion carried by a vote of 3-0 to approve the Agenda for the Special Meeting of the Board of Directors for March 8, 2018 as presented.*

#### B. PUBLIC ANNOUNCEMENT OF REASON FOR CLOSED SESSION

*Board Chair Garner shared the Closed Session items as:*

- A. Conference with Legal Counsel – Potential Litigation  
(Gov. Code section 54956.9(d)(2)): 2 matters

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

*There were no comments.*

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

*Board Chair Garner announced that the Board would begin Closed Session at 11:37 am.*

#### III. OPEN SESSION

##### A. Report of Closed Session

*Sandra Garner, Chair, reconvened the Open Meeting of the Board of Directors at 1:12 pm. The Board was in closed session from 11:37 am to 1:12 pm. Ms. Garner reported that no action was taken during closed session that required reporting out. Raymond Jackson, Treasurer, joined the meeting at 11:45 am during Closed Session.*

**B. Items for Discussion/Action**

**1. Transfer of funds from OPA-Chino Valley Account to OPA-South Orange County Account**

*Motion (Jackson) and Second (Haney), motion carried 4-0 to approve the transfer of \$32,050.13 from the OPA-Chino Valley account to the OPA-South Orange County account to correct a clerical error that took place in 2017.*

**VI. ADJOURNMENT**

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

*Sandra Garner, Board Chair, adjourned the Special Meeting of the Board of Directors for March 8, 2018 at 1:16 pm.*

  
Sandra Garner, Board Chair

  
Albert Diaz, Board Secretary