



OXFORD PREPARATORY ACADEMY

REGULAR MEETING OF THE BOARD OF DIRECTORS

May 8, 2018

4:00 pm Open Session

5:00 pm Closed Session

Meeting Location:

*Oxford Preparatory Academy – Saddleback Valley Campus
22882 Loumont Dr., Lake Forest, CA 92630; and*

Teleconference Location:

*Oxford Preparatory Academy – South Orange County Campus
23000 Via Santa Maria, Mission Viejo, CA 92691*

AGENDA

The public, including public attending a teleconference location, are invited to address the Board regarding items listed on the agenda. Comments on an agenda item will be accepted during consideration of that item, or prior to consideration of the item in the case of a closed session item. Please turn in comment cards to the Board Secretary prior to the item you wish to speak on.

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the *Rehabilitation Act of 1973* and the *Americans with Disabilities Act of 1990*, any individual with a disability who requires reasonable accommodation to attend or participate in a meeting or function of the Corporate Board of Directors, may request assistance by contacting Oxford Preparatory Academy 4740 Green River Rd, #210, Corona, Ca, 92880; telephone (909) 536-6807.

I. PRELIMINARY

A. CALL TO ORDER

1. Roll Call

Members	Present	Absent
Joseph Haney, Chairman	_____	_____
Raymond Jackson, Vice Chair	_____	_____
Priscilla Trichet, Secretary	_____	_____
Joshua Teeple, Treasurer	_____	_____
Mary Campos, Member	_____	_____

2. Pledge of Allegiance

3. Approval of Agenda for Regular Board Meeting for May 8, 2018

Item I.A.3 - Recommend the Board of Directors: Approve Agenda for Regular Board Meeting for May 8, 2018.	Motion: Second: Vote:
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II. OPEN SESSION

A. COMMUNICATIONS

1. Comments from the Board of Directors
2. Comments from the Interim Executive Director

B. CONSENT

There are no items for this category.

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

The public, including public attending a teleconference location, are invited to address the Board regarding items not listed on the agenda. No individual presentation shall be for more than three (3) minutes, and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation. Please turn your comment card into the Board Secretary prior to this agenda item.

D. DISCUSSION/INFORMATION/ACTION

1. Approve Contract between Oxford Preparatory Academy and Think Together to Provide a Before and After School Child Care Program

*The Board will consider approving a contract with Think Together for before and after school child care. Contract is presented to the Board with the revision requested at a previous Board Meeting, removing the indemnification language. If approved, the program will be slated to begin as soon as licensing is completed for both campuses.
Presented by: Dr. Lisa Hall*

Item II.D.1: Recommend the Board of Directors: Approve the Contract between Oxford Preparatory Academy and Think Together to provide a before and after school child care program.	Motion: Second: Roll Call:
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2. Approve New Admission and Enrollment Policy

*The Board of Directors is committed to safeguarding the schools by ensuring that policies and procedures are updated regularly and shared with Oxford's stakeholders and authorizers in a timely manner, ensuring transparency. The new Admission and Enrollment Policy is aligned with both charter petitions and has been reviewed by both Advisory Councils and Administration and is brought to the Board for approval.
Presented by: Kathleen Daugherty*

Item II.D.2: Recommend the Board of Directors: Approve New Admission and Enrollment Policy.	Motion: Second: Roll Call:
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3. Approve Updated Civility Policy

The Board of Directors is committed to safeguarding the schools by ensuring that policies and procedures are updated regularly and shared with Oxford’s stakeholders and authorizers in a timely manner, ensuring transparency. The Updated Civility Policy has been reviewed by both Advisory Councils and Administration and is brought to the Board for approval.

Presented by: Kathleen Daugherty

Item II.D.3: Recommend the Board of Directors: Approve Updated Civility Policy.	Motion: Second: Roll Call:
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4. Approve Reimbursement of Unused Educator Effectiveness Grant Funds

The Board of Directors will consider taking action to reimburse the California Department of Education for unused Educator Effectiveness Funds received prior to the closure of the OPA-Chino Valley campus.

Presented by: Dr. Lisa Hall

Item II:D.4: Recommend the Board of Directors: Approve Reimbursement of unused Educator Effectiveness Grant Funds.	Motion: Second: Roll Call:
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5. Adoption of Fiscal Policies Manual to be Effective July 1, 2018

The Board will be asked to approve the adoption of a Fiscal Policies Manual, to be submitted as a part of the NOV response, which will contain all the fiscal operating procedures, policies and protocols.

Presented by: Kathleen Daugherty

Item II:D.5: Recommend the Board of Directors: Approve Adoption of Fiscal Policies Manual to be effective July 1, 2018.	Motion: Second: Roll Call:
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6. Adoption of Fiscal Recovery Plan

The Board will be asked to approve the Fiscal Recovery Plan to be submitted as a part of the NOV response, which will outline the actions to be taken to ensure that OPA and its schools remain in sound fiscal health.

Presented by: Kathleen Daugherty

Item II:D.6: Recommend the Board of Directors: Approve Adoption of Fiscal Recovery Plan.	Motion: Second: Roll Call:
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7. Approve Resolution #2018-005 Executive Director Compensation Review

The Board will be asked to approve Resolution 2018-005 for Executive Director Contract Review as required by the California Nonprofit Integrity Act, the Internal Revenue Service requirements for tax exempt 501(c)(3) organization.

Item II:D.7: Recommend the Board of Directors: Approve Resolution 2018-005 Executive Director Compensation Review.	Motion: Second: Roll Call:
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8. Approve Resolution #2018-006 Chief Business Officer Compensation Review

The Board will be asked to approve Resolution 2018-006 for Chief Business Officer Contract Review as required by the California Nonprofit Integrity Act, the Internal Revenue Service requirements for tax exempt 501(c)(3) organizations.

Item II:D.8: Recommend the Board of Directors: Approve Resolution 2018-006 Chief Business Officer Compensation Review.	Motion: Second: Roll Call:
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9. Adoption of Policy on Creation and Transfers of Funds to Related Entities

The Board will be asked to adopt the Creation and Transfers to Related Entities Policy, to be submitted as a part of the NOV response, to ensure that all fund transfers to other entities come before the Board for approval regardless of the amount.

Item II:D.9: Recommend the Board of Directors: Approve adoption of policy on Creation and Transfer of Funds to Related Entities.	Motion: Second: Roll Call:
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10. Upcoming Important Dates

Presented by: Kathleen Daugherty

E. PUBLIC ANNOUNCEMENT OF REASON FOR CLOSED SESSION

1. Public Comments on Closed Session Items

Remarks for closed session items shall be limited to no more than three (3) minutes. Please turn your comment card in to the Board Secretary prior to this agenda item.

III. CLOSED SESSION – FOR DISCUSSION AND POSSIBLE ACTION

A. Conference with Legal Counsel - Potential Litigation

(Gov. Code 54956.9(d)(4))

IV. OPEN SESSION

A. PUBLIC REPORT OF ACTION TAKEN IN CLOSED SESSION

V. ADJOURNMENT

Item V: Recommend the Board of Directors: Adjourn the Regular Board Meeting for May 8, 2018.	Motion: Second: Roll Call:
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The meeting adjourned at _____.

Future Business Before the Board

1. Budget Adoption
2. SOC Renewal (ongoing)
3. Response to Capo NOV
4. Board Policy Updates (ongoing)
5. Local Control Accountability Plan (Initial Data Review)
6. Salary Study/Salary Schedules (Continued)
7. SOC Chancellor Appointment

