



OXFORD PREPARATORY ACADEMY

REGULAR MEETING OF THE BOARD OF DIRECTORS

July 10, 2018

5:00 pm Open Session

5:15 pm Closed Session

6:15 Open Session

Modified July 9, 2018 5:00 pm

Added Items III.F.5, III.F.6, and III.F.7

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; and
The Renaissance Hotel Palm Springs
888 E. Tahquitz Canyon Way, Palm Springs, CA 92262

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, Member	_____	_____
Mary Campos, Member	_____	_____

2. Pledge of Allegiance

3. Approval of Agenda for Regular Board Meeting for July 10, 2018

Item I.A.4 - Recommend the Board of Directors: Approve Agenda for Regular Board Meeting for July 10, 2018.	Motion: Second: Vote:
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B. 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.

II. CLOSED SESSION – FOR DISCUSSION AND POSSIBLE ACTION

- A. Conference with Legal Counsel - Anticipated Litigation** (Gov. Code 54956.9(d)(4))
- B. Conference with Legal Counsel – Ongoing Litigation** (Gov. Code 54956.9(d)(1))
 - a. Oxford Preparatory Academy vs. Edlighten Learning Solutions**
 - b. Oxford Preparatory Academy vs. Chino Valley Unified School District**
- C. Conference with Legal Counsel – Anticipated Litigation** (Gov. Code 54956.9(d)(2))
2 matters
- D. Employee Discipline, Dismissal Release**

III. OPEN SESSION

A. PUBLIC REPORT OF ACTION TAKEN IN CLOSED SESSION

B. COMMUNICATIONS

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

D. 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.

E. ITEMS SCHEDULED FOR CONSENT

- 1. Personnel Report
- 2. Revised Pay Schedule for Hourly & Non-Exempt Salary employees as recommended by ExED to more closely align with the middle and end of month payments.

Item III.E.1-3: Recommend the Board of Directors: Approve Items Scheduled for Consent.	Motion: Second: Roll Call:
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F. ITEMS FOR DISCUSSION and/or ACTION

1. Paychex Flex - Timekeeping/HRIS program

The Board will be asked to discuss and may consider approval of the addition and implementation of PayChex Flex, a digital Timeclock system to accurately assist with position control, labor code requirements, labor management and payroll. At this time Paychex processes our current payroll through ExEd.

Presented by: Kathleen Daugherty

Item III.F.1: Recommend the Board of Directors: Consideration of the additional cost associated with the implementation of PayChex Flex.	Motion: Second: Roll Call:
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2. Approve Amended 2018-19 Budgets for SOC and SV

Oxford Preparatory Academy is required to adopt the final budget for the upcoming fiscal year by July 1 of each year, including a projection of the upcoming year and subsequent two fiscal years, demonstrating fiscal solvency throughout. The Board adopted the budgets on June 28, 2018 prepared by Charter Impact. Further review indicates some discrepancies in multi-year projections which have been corrected. Presented by: Oswaldo Diaz

Item III.F.2: Recommend the Board of Directors: Approve Amended 2018-19 Budgets for SOC ad SV.	Motion: Second: Roll Call:
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3. Update on CUSD Public Hearing as a Part of the SOC Revocation Process

3.a The Board will discuss the upcoming required Public Hearing scheduled for the CUSD Board of Trustees relating to their June 20th vote to move forward in the SOC revocation process.

Presented by: Kathleen Daugherty

Item III.F.3a: Recommend the Board of Directors: Discuss only, no action.	
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4. WASC Accreditation for SV and SOC

4.a The Board will receive information on the WASC (Western Association of Schools and Colleges) Accreditation value and process, discuss implications and future plans of WASC Accreditation for the SV and SOC campuses.

Item III.F.4a: Recommend the Board of Directors: Information/Discussion only, no action.	
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5. Approve Young, Minney & Corr, LLP Legal Services Invoice

The Board is required to approve any expenditures that exceed \$15,000. The invoice from Young, Minney & Corr, LLP for legal services performed in June 2018 in the amount of \$15,778.13, is brought to the Board for consideration.

Item III.F.5: Recommend the Board of Directors:	Motion:
Approve payment of the Young, Minney & Corr, LLP Legal Services Invoice.	Second:
	Roll Call:

6. Approve Annual Elite Modular Lease Invoice

The Board is required to approve any expenditures that exceed \$15,000. The annual invoice from Elite Modular Leasing and Sales for portables at the SOC campus in the amount of \$22,500.00, is brought to the Board for consideration.

Item III.F.6: Recommend the Board of Directors:	Motion:
Approve payment of the Elite Modular Leasing & Sales Annual Invoice.	Second:
	Roll Call:

7. Momni Café Invoice

The Board is required to approve any expenditures that exceed \$15,000. These invoices from Momni Cafe for services performed in June 2018 in the amount of \$20,691.62 is brought to the Board for consideration.

Item III.F.7: Recommend the Board of Directors:	Motion:
Approve payment of the Momni Café invoice.	Second:
	Roll Call:

IV. ADJOURNMENT

Recommend the Board of Directors:	Motion:
Adjourn the Regular Board Meeting for July 10, 2018.	Second:
	Vote:

The meeting adjourned at _____.

Future Business Before the Board

1. Governance hand book
2. SOC Renewal MOU
4. Appointment of Administrative positions to fill vacancies
5. Board Policy Updates (ongoing)
6. Update Job Descriptions
7. Budget Revisions
8. SOC Renewal