



OXFORD PREPARATORY ACADEMY

REGULAR MEETING OF THE BOARD OF DIRECTORS

July 26, 2018

4:00 pm Open Session
4:10 pm Closed Session
6:10 pm Open Session

Meeting Location:

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

Teleconference Location:

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

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| AGENDA |
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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 |
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| 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 26, 2018

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| Item I.A.4 - Recommend the Board of Directors: Approve Agenda for Regular Board Meeting for July 26, 2018. | Motion: Second: Vote: |
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II. OPEN SESSION

A. 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 - Anticipated Litigation (Gov. Code 54956.9(d)(4)) 1 case

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 cases

**D. Public Employee Appointment/Discussion (Gov. Code Section 54957)
Positions: Executive Director, Chancellor**

E. Employee Discipline, Dismissal, Release

IV. OPEN SESSION

A. PUBLIC REPORT OF ACTION TAKEN IN CLOSED SESSION

B. PRESENTATIONS, REPORTS, and CORRESPONDENCE

1. Site Reports

i. 2018-19 Staff Development Planned Activities: Tammy Lohoff and Michele Schuetz

ii. 2018-19 Site staffing reports: Tammy Lohoff and Michele Schuetz

iii. Site security issues/plans: Tammy Lohoff, Michele Schuetz, Oswaldo Diaz

2. Correspondence from Gilbert and Associates for March and April- Oswaldo Diaz

3. Comments from the Board of Directors

4.. Comments from the Interim Executive Director

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. ITEMS SCHEDULED FOR CONSENT

1. Minutes from Regular Board Meeting 6/28/18, 07/10/18, 7/3/18 Special Meeting 7-13-18, Regular Meeting 7/16/18

2. Personnel Report

3. Warrants (Check Register) for June 2018

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

1. Approve Orange County Office of Education Invoice for SV Oversight

The Board is required to approve any expenditures that exceed \$15,000. The 2017/18 annual 1% Oversight Fee for Saddleback Valley of \$23,103.12 (base upon revenue received), is brought to the Board for consideration.

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| Item IV.E.1: Recommend the Board of Directors: Approve OCDE Invoice for \$23,103.12. | Motion: Second: Roll Call: |
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2. Approve Serna Relocation Systems Invoice

The Board is required to approve any expenditures that exceed \$15,000. The final invoice from Serna for storage, relocation and disposal services performed in July in the amount of \$28,676, is brought to the Board for consideration.

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| Item IV.E.2: Recommend the Board of Directors: Approve Serna Final Invoice. | Motion: Second: Roll Call: |
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3. Approve Prop 39 Invoice from EMCOR

The Board is required to approve any expenditures that exceed \$15,000. The 2nd invoice from 6/11/18 for Prop 39 energy Efficiency work completed to date at the SOC campus as a part of the adopted plan in the amount of \$88,213.58, is brought to the Board for consideration.

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| Item IV.E.3: Recommend the Board of Directors: Approve EMCOR Invoice. | Motion: Second: Roll Call: |
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4. Approve Appointment and Employment Contract for Chancellor

After an extensive search, the Board of Directors will appoint and approve a contract for SOC Chancellor.

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| Item IV.E.4: Recommend the Board of Directors: Approve Appointment for _____ as Chancellor and Approve Employment Contract. | Motion: Second: Roll Call: |
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5. Approve New Wellness

To ensure Oxford Preparatory Academy is compliant with all Board Policies and Protocols required by its authorizers, the state and the National School Lunch Program, the Board will consider approval of the policy regarding school wellness.

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| Item IV.E.5: Recommend the Board of Directors: Approve new Student Wellness Policy. | Motion: Second: Roll Call: |
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6. Approve 2018-19 Meal Charge Policy

To ensure Oxford Preparatory Academy is compliant with all Board Policies and Protocols required by its authorizers, the state and the National School Lunch Program, the Board will consider approval of the 2018-19 Meal Charge Policy meal applications, processes/procedures and prices.

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| Item IV.E.6: Recommend the Board of Directors: Approve Meal charge Policy. | Motion: Second: Roll Call: |
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7. CUSD/OPA MOU Committee for Component Implementation

The Board will discuss and may take action to form a Board Committee for management/oversight for each of the A-P elements/actions described and required to meet the components of the MOU by December 31, 2018.

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| Item IV.E.7: Recommend the Board of Directors: Discuss with possible action. | Motion: Second: Roll Call: |
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V. ADJOURNMENT

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| Recommend the Board of Directors: Adjourn the Special Board Meeting for July 26, 2018. | Motion: Second: Vote: |
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The meeting adjourned at _____.

Future Business Before the Board

1. Governance hand book/Governance Agreements
2. Appointment to fill administrative vacancies
3. Board Policy Updates (ongoing)
4. Update Job Descriptions
5. Budget Revisions
6. SOC Renewal
7. MOU Components
8. 2017-18 Unaudited Actuals
9. 2017-18 Audit