

Oxford Preparatory Academy

Regular Meeting of the Board of Directors

July 10, 2018

MINUTES



I. PRELIMINARY

A. CALL TO ORDER

The Regular Meeting of the Board of Directors was called to order at 6:10 p.m. It was held at Oxford Preparatory Academy - Saddleback Valley located at 22882 Loumont Drive, Lake Forest, CA 92630. The teleconference took place at Oxford Preparatory Academy – South Orange County located at 23000 Via Santa Maria, Mission Viejo, CA 92691. Teleconference Location: The Renaissance Hotel Palm Springs, CA 92262

1. Roll Call

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

2. Pledge of Allegiance

The Pledge of Allegiance was led by Board Chair, Joseph Haney.

3. Approval of Agenda

Moved (Jackson), second (Teeple), motion carried 5-0 to approve the agenda for the Regular Meeting of the Board of Directors for July 10, 2018.

B. PUBLIC ANNOUNCEMENT OF REASON FOR CLOSED SESSION

Board Chairman, Joseph Haney, announced the reason for Closed Session as:

- A. Conference with Legal Counsel - Anticipated Litigation (Gov. Code 54956.9(d)(4))*
- B. Conference with Legal Counsel – Anticipated Litigation (Gov. Code 54956.9(d)(2))- two matters*
- C. Public Employment: Position(s): Chancellor, Dean*
- D. Employee Discipline, Dismissal, Release*

- 1. There were no public comments on Closed Session items.*

II. CLOSED SESSION

The Board entered into Closed Session at 5:13 p.m.

III. OPEN SESSION

The Board returned to Open Session at 6:58 p.m. with nothing to report out.

A. PUBLIC REPORT OF ACTION TAKEN IN CLOSED SESSION

Mr. Haney reported that no action was taken in Closed S.

B. COMMUNICATIONS

1. Comments from the Board of Directors

Raymond Jackson – Mr. Jackson recognized the efforts of all stakeholders for their positivity during this difficult time.

Mary Campos – No Comments

Joshua Teeple – No Comments

Priscilla Trichet – Mrs. Trichet seconded Mr. Jackson's comments. She apologized for her "outburst" at the last meeting regarding the LCAP and indicated it was not personal.

Joseph Haney – Mr. Haney shared that he was disappointed to report that his goal to be the 1000th person to sign the petition in support of our SOC campus failed, because of at the moment of his report the petition was at 1079. He shared that there would be a public hearing at the CUSD Board room regarding the District's intent to revoke and an MOU that is on the agenda. He encouraged stakeholders to speak in the same respectful way they did at the last CSUD meeting.

2. Comments from the Interim Executive Director

No comments from Mrs. Daugherty.

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

There were no comments from the audience on Items Not on the Agenda.

E. ITEMS SCHEDULED FOR CONSENT

1. Personnel Report
2. Revised Pay Schedule for Hourly and Non-Exempt Salary employees as recommended by ExEd to more closely align with the middle and end of month payments.
Motion (Teeple), second (Trichet) motion passed 5-0.

F. ITEMS FOR DISCUSSION and/or ACTION

1. Consideration of the additional cost associated with the implementation of PayChex Flex.
*There was discussion about the PayChex Flex digital Timeclock system to assist with position control and payroll. It comes at an extra cost of \$9,864 per year and \$900 per month. Mr. Diaz shared there had been a payroll error found by Christy White Associates based on manual payroll input by Charter Impact. Mr. Jackson questioned if this was a \$10,000 a year problem. Mr. Teeple inquired about the magnitude of the error found by the auditor and pointed out that he is a big proponent of atomization. Mr. Jackson made a motion to direct staff to review timesheets and research different options for timekeeping systems that interface with PayChex, Mr. Teeple seconded the motion, with that, the Board directed staff to review timesheets and research different options for timekeeping systems that interface with PayChex.
*There was not vote on this item.**
2. Approve Amended 2018-19 Budgets for SOC and SV.
*Mr. Diaz presented the revised budgets for SOC and SV.
*Motion (Teeple), second (Trichet), motion passed 5-0.**
3. Update on CUSD Public Hearing as Part of the SOC Revocation Process
*Mrs. Daugherty shared information related to the July 11th Public Hearing at the CUSD Board room. She presented a PowerPoint that was to be shared with CUSD.
*There was no vote on this item.**
4. WASC Accreditation for SV and SOC
*Mrs. Daugherty presented information related to WASC accreditation for the two schools. Mr. Jackson made a motion to direct staff to look into WASC and report back to the Board. The Board directed staff to look into WASC and report back to the Board.
*There was no vote on this item.**

5. Approve payment of the Young, Minney & Corr, LLP Legal Services Invoice.
Mr. Jackson requested to be included in Mr. Diaz's communication with YM&C regarding the discount offered for payment by a certain date.
Motion (Jackson), second (Trichet), motion passed 4-0 (Connection with Mrs. Campos was lost at this time.)

6. Approve payment of the Elite Modular Leasing & Sales Annual Invoice.
It was mentioned that the "Attention:" indicator needs to be updated to go to Oswaldo Diaz. Mr. Jackson had questions about the storage containers at the two campuses and what the lease cost is and what they contain. Katie Booth and Dennis Bond from the audience were able to share what is stored in the containers and it was confirmed that Oxford Preparatory Academy owns each of the storage containers and there are no outstanding payments or fees for the storage containers.
Motion (Teeples), second (Jackson), motion passed 4-0 (Connection with Mrs. Campos was lost at this time.)

7. Approve payment of the June 2018 Momni Cafe invoice.
Motion (Teeples), second (Jackson), motion passed 4-0 (Connection with Mrs. Campos was lost at this time.)

II. RETURN TO CLOSED SESSION

The Board returned to Closed Session at 7:40 p.m.

A. PUBLIC REPORT OF ACTION TAKEN IN CLOSED SESSION

The Board returned to Open Session at 9:27 p.m. with nothing to report out.

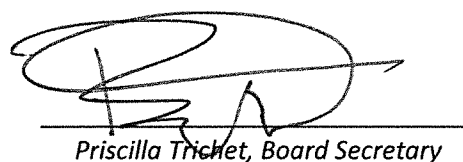
IV. ADJOURNMENT

Adjourn the Regular Board Meeting for June 28, 2018.

Motion (Teeples), second (Trichet), motion carried 5-0 (Connection with Mrs. Campos resumed.) to adjourn Joseph Haney, Chairman, closed the Regular Meeting of the Board of Directors for July 10, 2018 at 9:27 p.m.



Joseph Haney, Board Chair



Priscilla Trichet, Board Secretary

Raymond Jackson,
Board Vice-Chair in
Board Secretary's absence