



Oxford Preparatory Academy

Regular Meeting of the Board of Directors

July 26, 2018

MINUTES

I. PRELIMINARY

A. CALL TO ORDER

The Regular Meeting of the Board of Directors was called to order at 4:09 p.m. It was held at Oxford Preparatory Academy – South Orange County located at 23000 Via Santa Maria, Mission Viejo, CA 926912630. The teleconference took place at Oxford Preparatory Academy – Saddleback Valley located at 22882 Loumont Drive, Lake Forest, CA

1. Roll Call

Members	Present	Absent
Joseph Haney, Chair	X	
Raymond Jackson, Vice-Chair	Late Arrival	5:10 p.m.
Priscilla Trichet, Secretary		X
Joshua Teeple, Treasurer	X	
Mary Campos, Member	X	

2. Pledge of Allegiance

Joseph Haney led the Pledge of Allegiance.

3. Approval of Agenda

Moved (Haney), second (Teeple), motion carried 3-0 to approve the agenda for the Regular Meeting of the Board of Directors for July 26, 2018.

B. PUBLIC ANNOUNCEMENT OF REASON FOR CLOSED SESSION

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

- 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

Public Comment:

There were no public comments on Closed Session items.

II. CLOSED SESSION

Mr. Haney announced the Board would enter Closed Session at 4:12 p.m.

III. OPEN SESSION

A. PUBLIC REPORT OF ACTION TAKEN IN CLOSED SESSION

The Board of Directors reconvened Open Session at 6:51 p.m. with nothing to report out.

B. PRESENTATIONS, REPORTS, and CORRESPONDENCE

1. School Site Reports

- i. Mrs. Lohoff and Mrs. Schuetz presented information regarding planned staff development activities beginning when teachers return to work August 9, 2018. Board members were provided a draft Back-to-School Professional Development calendar. Mrs. Lohoff announced the theme for staff activities and professional development (PD) for the 2018-2019 school year is, "Excellence – The Only Option." Mr. Jackson inquired about how the Board can assist with (PD) activities this year and Mrs. Lohoff indicated each Board member is welcome to attend the planned PD activities but she and Mrs. Schuetz did not identify a way the Board could assist with the planned PD activities.
 - ii. Mrs. Lohoff and Mrs. Schuetz updated the Board on current staffing and positions that need to be filled before school begins on August 20, 2018.
 - iii. Mrs. Lohoff and Mrs. Schuetz provided the Board copies of their site Emergency Drill schedules and drafts of their emergency plans. Mrs. Campos inquired about "vulnerability assessments" that were done before the 2017-2018 school year ended and requested information about how the results of those assessments will be used by the school sites. Mrs. Campos also suggested having a safety committee that includes at least one Board member, that talks about safety and shares ways we can work together to keep the students and community safe.
2. The final two independent audit reviews conducted by Gilbert and Associates were presented to the Board. The audit letters for by March 2018 and April 2018 indicated no significant concerns or findings in the areas of attendance, payroll, disbursements, receipts and all other areas reviewed.
 3. Comments from the Board of Directors:

Mary Campos – Mrs. Campos expressed excitement about the MOU with CUSD being signed. She is looking forward to working with everyone to learn and move forward in a positive direction. She thanked everyone who helped in making it possible; she is looking forward to a new, successful year.

Joshua Teeple – Mr. Teeple recognized there were a lot of people who contributed to getting the MOU done. He expressed excitement about the MOU and thanked Jerry Simmons, our lawyer, Kathleen Daugherty, and Joseph Haney for their "Herculean" efforts to make the MOU happen.

Joseph Haney – Mr. Haney shared that he had the opportunity to thank the CUSD Board for the MOU last night and wanted to thank our teachers, parents, and staff for representing our school in the best possible way. He expressed his belief that the CUSD Board would not have been receptive to the MOU had it not been for teachers, parents, and staff.

Raymond Jackson – Mr. Jackson thanked all stakeholders for their contributions to the MOU and drew particular attention to Mr. Haney's efforts related to the MOU. He shared his belief that things like the MOU do not come together without the efforts of people like Mr. Haney. Mr. Haney represented our organization in meeting after meeting, call after call, and email after email. The work Mr. Haney has done for the Board and organization is equivalent to a full time job. He shared that he feels very fortunate, and the organization is very fortunate, to have him as our Board Chair. He expressed appreciation for Mr. Haney as a human being and as the OPA Board chairperson.
 4. **Comments from Interim Executive Director, Mrs. Kathleen Daugherty** – Mrs. Daugherty thanked the Board as a whole and the leadership the Mr. Haney has offered. She also thanked the OPA community as a whole, particularly our parents and staff. She shared she is particularly proud of the way everyone handled themselves. She also shared that the Board is interviewing for the Executive Director on Tuesday, July 31st. She further shared that an interview committee has begun the process for hiring a Chancellor for the SOC campus.

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

There were public comments.

D. ITEMS FOR CONSENT

Items 2 and 3 were pulled from the Consent agenda.

Motion (Teeple) to approve the minutes from 6/28/2018, 7/10/2018, and 7/16/2018 meetings (he was not present for the 7/3/2018 or 7/13/2018 meetings), Second (Campos), motion approved 4-0.

Motion (Campos) to approve the minutes from the 7/3/2018 and 7/13/2018 meetings, Second (Jackson), motion approved 3-0 with one abstention (Teeple)

E. ITEMS FOR DISCUSSION and/or ACTION

1. Approve payment of OCDE Oversight Fee invoice in the amount of \$23,103.12.

Motion (Jackson), second (Campos), motion approved 4-0.

2. Item 2 was pulled from the agenda.

3. Approve EMCOR invoice in for Prop 39 energy efficiency work completed at the SOC campus.

Motion (Teeple), second (Jackson), motion approved 4-0.

There was discussion among the Board regarding the HVAC work and its level of completion. Mrs. Daugherty indicated she will present additional information to the Board regarding the work completed by EMCOR.

5. Item 4 was pulled from the agenda.

6. *The Wellness Policy was presented by Mrs. Daugherty for a first read and information only due to late receipt by the Board; the policy has been vetted by legal council.*

There was no vote on this item.

7. *The 2018-2019 Meal Charge policy was presented by Mrs. Daugherty for a first read and information only due to late receipt by the Board; the policy has been vetted by legal council.*

There was no vote on this item.

8. *Mr. Haney recommended that the Board form a Committee to manage/oversee each of the A-P elements/actions described and required to comply with the MOU with CUSD by December 31, 2018. There was discussion about forming such a committee among the four Board members present; Mr. Teeple expressed concern that forming such a committee will limit the Executive Director's flexibility to meet the components of the MOU.*

Motion (Jackson), second (Campos), motion approved 3-1.

Mr. Jackson moved to nominate Mrs. Campos as one of the Board members to serve on the CUSD/OPA MOU Committee, Mr. Haney seconded the nomination.

This nomination was approved 3-0 with one abstention.

Mrs. Daugherty suggested that Mrs. Priscilla Trichet be on the CUSD/OPA MOU Committee.

Mr. Teeple moved to nominate Mrs. Trichet as one of the Board members to serve on the CUSD/OPA MOU Committee, Mr. Jackson seconded the nomination.

This nomination was not approved 1-3.

Mr. Haney moved to nominate Mr. Jackson as one of the Board members to serve on the CUSD/OPA MOU Committee, Mrs. Campos seconded the nomination.

This nomination was approved 3-0 with one abstention.

The two Board members on the Board's CUSD/OPA MOU Committee are Mr. Raymond Jackson and Mrs. Mary Campos.

V. ADJOURNMENT

Motion (Jackson), second (Campos), motion approved 4-0 to adjourn the Regular Meeting of the Board of Directors.

Joseph Haney, Board Chair, adjourned the Regular Meeting of the Board of Directors for July 26, 2018 at 8:27 p.m.