

# Oxford Preparatory Academy

## Regular Meeting of the Board of Directors

August 9, 2016  
MINUTES

### I. PRELIMINARY

#### A. CALL TO ORDER

*The meeting was called to order at 7:12 pm.*

*The regular meeting of the Board of Directors was held at the OPA-South Orange County (SOC) campus located at 23000 Via Santa Maria, Mission Viejo, California. The teleconference of the Board of Directors was held at the OPA-Chino Valley campus located at 5862 C Street, Chino, California and 3571 East Sunset Rd., Las Vegas, Nevada.*

#### 1. Roll Call

Members	Present	Absent
Bob Kuhnert, Chairman	X	
Albert Chang, Vice Chairman	X	
Dr. Greg Maddex, Secretary	X	
Robert Lehmeyer, Treasurer	X	
Mike Delgado, Member	X	

#### 2. Pledge of Allegiance

*Vice-Chairman Chang led the Pledge of Allegiance.*

#### 3. Approval of Agenda

*Moved (Maddex), second (Delgado), motion carried by a vote of 5-0 to approve the agenda for the regular meeting of the Board of Directors for August 9, 2016 as presented. The vote was taken by roll call.*

#### Roll Call Vote:

*AYES: Dr. Greg Maddex, Bob Lehmeyer, Albert Chang, Mike Delgado, Bob Kuhnert*

*NOES: 0*

*ABSTAIN: 0*

*ABSENT: 0*

### II. OPEN SESSION

#### A. COMMUNICATIONS

##### 1. Comments from the Board

*Mr. Kuhnert shared that he was pleased to be able to attend the meeting in Orange County and that if anyone had difficulty understanding him, to please ask and he would repeat himself while he continues regaining the strength in his voice.*

*Greg Maddex thanked the parents and staff for their on-going support.*

*Mr. Lehmeyer shared a quote "All jobs are created by teachers." He thanked the teachers for all of their hard work this summer in preparation for the new school year.*

*Mike Delgado thanked fellow Board Members for all of their hard work as members of the Board and expressed his excitement for the opening of Saddleback Valley's campus.*

*Albert Chang shared the saying "What doesn't kill you makes you stronger" and his belief that everything Chino Valley is going through will only making us stronger. Mr. Chang complimented the staff on the great job they are doing.*

**II.D.3 Revised Employee Handbook**

*Approved Revised Employee Handbook as presented.*

**II.D.4 Updated in Lieu of Health Insurance Policy HR 2010-8.1**

*Approved In Lieu of Health Insurance Policy HR 2010-8.1 as presented.*

**E. ITEMS SCHEDULED FOR DISCUSSION/ACTION****1. Approve Resolution 2016-013 Authorizing Oxford Preparatory Academy to Purchase School Equipment at Fair Market Value and Other Actions Related Thereto**

*Moved (Maddex), second (Delgado), motion carried by a vote of 5-0 to approve Resolution 2016-013 Authorizing Oxford Preparatory Academy to purchase school equipment at fair market value and other actions related thereto. The vote was taken by roll call.*

**Roll Call Vote:**

**AYES:** Dr. Greg Maddex, Bob Lehmeyer, Mike Delgado, Albert Chang, Bob Kuhnert  
**NOES:** 0  
**ABSTAIN:** 0  
**ABSENT:** 0

**2. Approve Contract with S.E. Welco, Inc. for Installation of Two (2) Portable Classrooms and One (1) Portable Restroom for the Oxford Preparatory-South Orange County Campus**

*Moved (Maddex), second (Delgado), motion carried by a vote of 5-0 to approve contract with S.E. Welco, Inc. for installation of two (2) portable classrooms and one (1) portable restroom for the Oxford Preparatory Academy-South Orange County campus. The vote was taken by roll call.*

**Roll Call Vote:**

**AYES:** Dr. Greg Maddex, Bob Lehmeyer, Mike Delgado, Albert Chang, Bob Kuhnert  
**NOES:** 0  
**ABSTAIN:** 0  
**ABSENT:** 0

**3. Approve Committee Appointed to Designate Qualified Candidates for Election to the Board of Directors**

*Moved (Maddex), second (Delgado), motion carried by a vote of 5-0 to approve Kuhnert and Maddex as Committee appointed to designate qualified candidates for election to the Board of Directors. The Nominating Committee will present their qualified candidates on September 8, 2016. The election date will be determined at the next board meeting. The vote was taken by roll call.*

**Roll Call Vote:**

**AYES:** Dr. Greg Maddex, Bob Lehmeyer, Mike Delgado, Albert Chang, Bob Kuhnert  
**NOES:** 0  
**ABSTAIN:** 0  
**ABSENT:** 0

**4. Approve Resolution 2016-014 for Reallocation of Special Education Local Plan Area (SELPA) 2016-2017 Funds for Oxford Preparatory Academy-Chino Valley, Oxford Preparatory Academy-South Orange County, and Oxford Preparatory Academy-Saddleback Valley**

*Moved (Kuhnert), second (Delgado), motion carried by a vote of 5-0 to approve Resolution 2016-014 for reallocation of Special Education Local Plan Area (SELPA) 2016-2017 funds for Oxford Preparatory Academy-Chino Valley, Oxford Preparatory Academy-South Orange County, and Oxford Preparatory Academy-Saddleback Valley. The vote was taken by roll call.*



Roll Call Vote:

AYES: Dr. Greg Maddex, Bob Lehmeyer, Mike Delgado, Albert Chang, Bob Kuhnert  
NOES: 0  
ABSTAIN: 0  
ABSENT: 0

**5. Approve Lease of New Office Space for Oxford Preparatory Academy Business, Human Resource, and Administrative Offices**

*Moved (Kuhnert), second (Maddex), motion carried by a vote of 5-0 to approve lease of new office space for Oxford Preparatory Academy Business, Human Resource, and Administrative Offices. The vote was taken by roll call.*

Roll Call Vote:

AYES: Dr. Greg Maddex, Bob Lehmeyer, Mike Delgado, Albert Chang, Bob Kuhnert  
NOES: 0  
ABSTAIN: 0  
ABSENT: 0

**F. Public Announcement of Reason for Closed Session**

*Vice-Chairman Chang announced reason for closed session regarding Anticipated Litigation (Gov. Code section 54956.9(d)(2).): (2 matters); Public employee performance evaluation, Executive Director; Public Employment , Executive Director.*

**Public Comments on Closed Session Items**

*There were no public comments on closed session items.*

**III. Closed Session – For Discussion and Possible Action**

*Vice-Chairman Chang adjourned to closed session at 8:29 p.m.*

**III. Closed Session**

**A. RECONVENE TO SPECIAL OPEN MEETING – Immediately Following Closed Session**

*Albert Chang, Vice-Chairman reconvened Open Session at 9:37pm. The Board was in closed session from 8:29 p.m. to 9:37 p.m.*

**1. Report Closed Session Action**

*Vice-Chairman Chang reconvened the special meeting of the Board of Directors at 9:37 p.m. Vice-Chairman reported out that Barbara Black was appointed Executive Director for Saddleback Valley and her contract will be revised to reflect the split between three school sites, there will be no other changes at this time. The Board ratified a bonus for Mrs. Black, received last December for the completion of the Saddleback MOU, as well as approving a bonus of 10% of Mrs. Black’s contract amount for accomplishments during the 2015-2016 school year.*

**IV. ADJOURNMENT**

*Moved (Maddex), Second (Kuhnert), motion carried by a vote of 5-0 to adjourn the meeting for August 9, 2016. The vote was taken by roll call.*

Roll Call Vote:

AYES: Dr. Greg Maddex, Bob Lehmeyer, Mike Delgado, Albert Chang, Bob Kuhnert  
NOES: 0  
ABSTAIN: 0  
ABSENT: 0

*Albert Chang, Vice-Chairman adjourned the regular meeting of the Board of Directors for August 9, 2016 at 9:39 p.m.*

  
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Albert Chang, Vice Chairman  
**Bob Kuhnert, Chairman**

  
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Dr. Greg Maddex, Secretary