

OXFORD PREPARATORY ACADEMY REGULAR MEETING OF THE BOARD OF DIRECTORS

December 9, 2014
6:00 P.M.

Meeting Location:

Oxford Preparatory Academy – Chino Valley Campus
5862 C Street, Chino CA 91710

Teleconference Location:

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

The public is 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.

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, 23001 La Palma Avenue Suite 210; telephone, 714-692-2125; fax, 714-692-2102.

AGENDA

I. PRELIMINARY

A. CALL TO ORDER

1. Roll Call

Members	Present	Absent
Bob Kuhnert, Chairman	_____	_____
Albert Chang, Vice-Chairman	_____	_____
Vacancy, Secretary	_____	_____
Robert G. Lehmeier, Treasurer	_____	_____
Dr. Greg Maddex, Member	_____	_____

2. Pledge of Allegiance
3. Approval of Agenda

II. OPEN SESSION

A. FILL VACANCY ON THE BOARD OF DIRECTORS

As per bylaws [Section 12] of the Board of Directors, "vacancies on the Board of Directors may be filled by nomination and election of the Board of Directors."

1. Accept nomination to fill vacancy of the office of Secretary on the Board of Directors
2. Approve election of officer to fill vacancy of the office of Secretary on the Board of Directors

Election of Secretary: _____

B. ANNUAL ORGANIZATIONAL MEETING

As per bylaws [Section 15] of the Board of Directors, "the Board of Directors shall meet annually for the purpose of organization, election of officers, and the transactions of such other business as may properly be brought before the meeting."

1. Election of Officers

- a. Election of Chairman of the Board

BE IT RESOLVED that the Board of Directors elects _____ to serve as Chairman of the Board.

b. Election of Vice-Chairman of the Board

BE IT RESOLVED that the Board of Directors elects _____ to serve as Vice-Chairman of the Board.

c. Election of Secretary of the Board

BE IT RESOLVED that the Board of Directors elects _____ to serve as Secretary of the Board.

d. Election of Treasurer of the Board

BE IT RESOLVED that the Board of Directors elects _____ to serve as Treasurer of the Board.

C. PRESENTATIONS

1. Local Control Accountability Plan (LCAP)
2. OPA Chino Valley School Update

D. COMMUNICATIONS

1. Comments from the Board
2. Comments from the Executive Director

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

The public, including the 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.

III. ITEMS SCHEDULED FOR CONSENT

1. Minutes of Regular Meetings: June 25, 2014; August 28, 2014; September 8, 2014
2. Minutes of Special Meetings: June 12, 2014; August 1, 2014
3. Warrant Report
4. Revised Fiscal Policy

Recommend the Board of Directors approve Consent Items III.1 – III.4.	Motion: ____ Second: ____ Action: ____ Roll Call: ____ Vote: ____
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IV. ITEMS SCHEDULED FOR DISCUSSION/ACTION

A. Ratify Facilities Use Agreement (FUA) with the Capistrano Unified School District and Oxford Preparatory Academy (OPA)-South Orange County (SOC)

The final Facilities Use Agreement (FUA) with the Capistrano Unified School District and Oxford Preparatory Academy (OPA)-South Orange County (SOC) was approved by the Capistrano Unified School District Board of Trustees on October 8, 2014. The FUA runs concurrent with the renewed five-year charter for the 2014-15 through the 2018-2019 school years.

Item IV.A - Recommend the Board of Directors ratify the Facilities Use Agreement (FUA) with the Capistrano Unified School District and Oxford Preparatory Academy-South Orange County (SOC).	Motion: ____ Second: ____ Action: ____ Roll Call: ____ Vote: ____
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B. Approve 2014-2015 First Interim Budget

All California Charter Schools are required to approve a “First Interim Budget” by December 15th of each year that includes a projection of the upcoming year and two subsequent years, and shows year-to-date actual revenues and expenditures through October 31st.

Item IV.B – Recommend the Board of Directors approve the 2014-2015 First Interim Budget.	Motion: ____ Second: ____ Action: ____ Roll Call: ____ Vote: ____
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C. Approve 2013-2014 Financial Audit

As required, independent audits are performed each year for the prior fiscal year ending June 30th and the final audit report is submitted by December 15th following each school year as prescribed by the California Department of Education.

Item IV.C - Recommend the Board of Directors approve the 2012-2013 Financial Audit.	Motion: ____ Second: ____ Action: ____ Roll Call: ____ Vote: ____
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D. Approve Revised Board Policy #2013-002 – Civility Policy

Board policy sets clear expectations for civil behavior that support a safe, welcoming, and nurturing environment on school property and at school-related activities.

Item IV.D - Recommend the Board of Directors approve the revised Board Policy 2013-002 Civility Policy.	Motion: ____ Second: ____ Action: ____ Roll Call: ____ Vote: ____
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E. Approve Revised Board Policy #2013-001 – School Visitation Policy

Board Policy governing the conditions for classroom and school visitations in order to maximize the safety of the students and minimize the disruption to the education environment.

Item IV.E - Recommend the Board of Directors approve the revised Board Policy 2013-001 School Visitation Policy.	Motion: ____ Second: ____ Action: ____ Roll Call: ____ Vote: ____
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F. Approve Revised Board Policy #2013-003 – Use of Electronic Mail Addresses Policy

Board Policy governing the acquisition, use, and access of parents'/guardians' electronic mail ("email") addresses to communicate pertinent School business.

Item IV.F – Recommend the Board of Directors approve the revised Board Policy 2013-003 Use of Electronic Mail Addresses Policy.	Motion: ____ Second: ____ Action: ____ Roll Call: ____ Vote: ____
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G. Signature Authorization for Oxford Preparatory Academy

The Signature Authorization allows employees and the Board of Directors to perform designated functions in the course of their assigned duties. Approval of the list authorizes designated employees and Board members specific signature authority. Signature authorization items will be brought to the Board for approval based on changes in the organization.

Item IV.G – Recommend the Board of Directors approve the signature authorizations for Oxford Preparatory Academy.	Motion: ____ Second: ____ Action: ____ Roll Call: ____ Vote: ____
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I. Public Comments on Closed Session Items

Remarks for closed session items shall be limited to no more than three (3) minutes.

V. CLOSED SESSION – DISCUSSION AND POSSIBLE ACTION

1. Conference With Real Property Negotiators (pursuant to Section 54956.8)
 Property: 4477 Phillips Blvd., Chino CA 91717
 Agency negotiator: Sue Roche, Executive Director
 Negotiating party: Turner-Agassi
 Under negotiation: Price and Terms of Payment

VI. OPEN SESSION

RECONVENE TO OPEN SESSION: The meeting was reconvened to open session at _____.

1. Public Report on Action Taken in Closed Session

VII. ADJOURNMENT

Recommend the Board of Directors adjourn the regular meeting of the Board of Directors for December 9, 2014.	Motion: ____ Second: ____ Action: ____ Roll Call: ____ Vote: ____
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The meeting adjourned at _____.