TYPE: Regular Board Meeting
DATE: 12.19.16    TIME: 3:30 PM
LOCATION: 3877 Lusk Street, Oakland, CA 94608

Public Notice
1.1 PUBLIC NOTICE: The writings, documents, or public records described in SB 343 are available at the school office, currently located at 3915 Lusk Street, Oakland, CA 94608.

1.2 PUBLIC NOTICE: In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodation, including auxiliary aids or services, in order to participate in the public meetings of the school’s governing board, please contact the Office of the Superintendent at (510) 594-3900. A 72 hours notification prior to the meeting will enable the school to make reasonable arrangements to ensure accommodation and accessibility to this meeting.

Call to Order
2.1 CALL TO ORDER: The Chairman of the Governing Board will call the Oakland Military Institute College Preparatory Academy meeting to order at 3:30 PM, or as soon thereafter as possible.

Revision/Adoption/Ordering of Agenda
3.1 REVISION/ADOPTION/ORDERING OF AGENDA: December 19, 2016
Recommendation: It is recommended that the Board approve any revision/adoption/ordering of the agenda of the regular meeting of the Oakland Military Institute College Preparatory Academy for December 19, 2016.

Invitation to Address the Board
4.1 INVITATION TO ADDRESS THE BOARD: Non-agendized items.
Summary: Members of the audience are invited to address the Board of Trustees on items shown on the closed session agenda. Agenda items may be discussed at the time they are considered by the Board. The Ralph M. Brown Act limits the Board and staff’s ability to respond to comments on non-agendized matters at the time such comments are made. Public comment is limited to three (3) minutes, unless the Board grants additional time. Those wishing to address the Board should stand to speak when recognized by the President of the Board.

Personnel
5.1 Organization Discussion
Summary: Principal Role vs. Superintendent Role. Additional Administrator to cover tasks that fall outside of academic leadership.
Oral Reports
6.1 Superintendent’s Update
   - Academic Update
6.2 Committee Report: Development Plan

Financial Update Report
7.1 BUSINESS: Financial Update Report for the Month of November
   Summary: The report is a monthly update of key financial positions including, cash balance, monthly attendance, YTD donations, line of credit status and others. This report was developed to answer many common questions about the school financial status.
   Recommendation: It is recommended that the Board receive the Financial Update Report for the Month of November.

7.2 BUSINESS: 2016-2017 1st Interim Budget Report
   Summary: Board is to review and approve this State mandated report of revenue and expenses for the 1st Interim period (July 1 through October 31, 2016). This report compares the revenue and expenses with the May 2016 approved budget for fiscal year 2016-17 and an updated budget based on the activity through October 31st.
   Recommendation: It is recommended that the Board approve 1st Interim Budget Report for 2016-2017.

7.3 Employee Recognition Fund
   Summary: Proposal for designation of funds donated for the employees who have been recognized for their positive culture, teaching, and retention. The funds will be from donated dollars with the max spending $10,000 per year.
   Recommendation: It is recommended that that the Board approve the Employee Recognition Fund.

Consent Calendar
8.1 CONSENT CALENDAR: Approval of Consent Calendar Items
   Summary: All items listed under the Consent Calendar are considered to be routine by the Board and will be acted upon with one motion. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board request specific items to be discussed and/or removed from the Consent Calendar.
   Recommendation: It is recommended that the Board approve the items listed under the Consent Calendar categories of General Functions, Personnel, Curriculum, Buildings and Grounds, and Business.

8.2 GENERAL FUNCTIONS: Minutes of the Regular Board Meeting of the Oakland Military Institute College Preparatory Academy meeting November 19, 2016.
   Recommendation: It is recommended that the Board approve the minutes of the Oakland Military Institute College Preparatory Academy Board Meeting of November 19, 2015.

8.3 BUSINESS: Report of Expenditures for Month of November.
   Summary: The Report of Expenditures includes all checks written and disbursed for the month of October. Checks are written to cover virtually every facet of school operations.
Recommendation: It is recommended that the Board approve the Report of Expenditures for the Month of November.

Action Items

9.1 GENERAL FUNCTIONS: State of California Department of General Services Federal Services Property Program

Summary: In order to receive state property from the Federal Surplus Property Program, OMI must have a current application approved and on file with the State of California.

Recommendation: It is recommended that the Board ratify the application which will allow OMI to be part of the Federal Surplus Property Program and thus be able to receive state property.

9.2 BUSINESS: Checking Account for Scholarship Funds

Summary: Board is asked to discuss and approve the transfer of funds for an account to be opened at Tri-Valley Bank. This account will be used primarily for the OMI’s scholarship activity.

Recommendation: It is recommended that the Board approve opening an account at Tri-Valley Bank.

Items by the Board

10.1 ITEMS BY THE BOARD OF DIRECTORS

Summary: A discussion regarding Professional Development for Administration whether or not OMI should contribute to the cost incurred by the employee.

Adjournment

11.1 ADJOURNMENT: Regular meeting of the Board of Directors, Oakland Military Institute College Preparatory Academy; December 19, 2016.

Recommendation: It is recommended that the Board of Directors adjourn the December 19, 2016, regular meeting of the Oakland Military Institute College Preparatory Academy.