TYPE: Regular Board Meeting
DATE: 06.12.17  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: June 12, 2017
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 June 12, 2017.

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.

Adjourn to Closed Session

5.1 CONFERENCE WITH PROPERTY NEGOTIATORS (Gov. Code Section 54956.8.)

Invitation to Address the Board

6.1 INVITATION TO ADDRESS THE BOARD: Non-agendized items.

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Oral Reports

7.1 Superintendent’s Update

- Organizational Charts

Financial Update Report

8.1 BUSINESS: Financial Update Report for the Month of May

Summary: The report is a monthly update of key financial positions including, cash balance, monthly attendance, YTD donations, 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 May.

Consent Calendar

9.1 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.

9.1a GENERAL FUNCTIONS: Minutes of the Regular Board Meeting of the Oakland Military Institute College Preparatory Academy meeting May 15, 2017.
Recommendation: It is recommended that the Board approve the minutes of the Oakland Military Institute College Preparatory Academy Board Meeting of May 15, 2017.

9.1b BUSINESS: Report of Expenditures for Month of May.
Summary: The Report of Expenditures includes all checks written and disbursed for the month of May 2017. 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 May.

9.1c BUSINESS: Acceptance of Donations
Summary: The attached report shows the amount and source of donations made to the school in the month May.
Recommendation: It is recommended that the Board accept the donations listed on the report.

9.1d BUSINESS: Acceptance of the 990 and 199 Reports
Summary: Copies of the annual tax returns, the 990 for federal and the 199 for the state, were provided to the Governing Board for review in May prior to filing on May 15th. Copies are available upon request to the public.
Recommendation: It is recommended that the Board accept the 990 and the 199 reports.

Action Items

10.1 STATE BUDGET:
Summary: Staff has prepared a recommended Operating Budget for the Oakland Military Institute for the 2017-2018 school year. This budget includes projected expansion expenses should the St. Martin’s de Porres lease be finalized.
Recommendation: It is recommended that the Board adopt the Operating Budget for 2017-18

10.2 ENDOWMENT FUNDS MOVE TO SCHOLARSHIP RESERVE
Summary: The Board is asked to transfer the balance of the Endowment Reserve fund, $300,000, to the Scholarship Reserve fund.
Recommendation: It is recommended that the Board approve the transfer.

10.3 CLOSE THE ENDOWMENT FUND
Summary: The Board is asked to close the Endowment Reserve fund as it was originally created to start a fund for future scholarships for OMI graduating students. With the creation of the Scholarship Reserve in 2015, the Endowment is no longer relevant for its intended purpose.
Recommendation: It is recommended that the Board close the Endowment Reserve.

10.4 ALLOCATE $150K FROM FUNDRAISING TO FACILITIES RESERVE
Summary: The Board is asked to allocate $150,000 of prior year donated funds to the Facilities Reserve for future Facility projects.
Recommendation: It is recommended that the Board vote to allocate the funds to Facilities Reserve.

10.5 MOVE UNALLOCATED FUNDRAISING MONEY TO CAPITAL RESERVE
Summary: The Board is asked to allocate all remaining donated funds from 2015-16 and 2016-17 to the Capital Reserve for future Capital projects.
Recommendation: It is recommended that the Board approve the allocation to Capital Reserves.

10.6 PERMISSION TO SPEND CAPITAL RESERVE MONEY ON EXPANSION PROJECT
Summary: The Board is asked to approve the spending funds in the Capital Reserve for the school’s expansion project should the lease agreement be finalized.
Recommendation: It is recommended that the Board approve spending the Capital Reserve funds.

10.7 DELEGATE AUTHORITY TO ACCEPT AND SIGN OTHER CONTRACTS FOOD SERVICE AND VIDEO/SECURITY
Summary: The Board is asked to delegate authority to the Superintendent to approve and sign contracts for Food Service and Video/Security in the 2017-2018 school year. Both contracts are in the request-for-proposal or bid process at this time and the next board meeting will occur after the start date of these contracts. The annual budget includes anticipated costs for all these contracts.
Recommendation: It is recommended that the Board delegate authority to the Superintendent.

Adjournment
11.1 ADJOURNMENT: Regular meeting of the Board of Directors, Oakland Military Institute College Preparatory Academy; June 12, 2017.
Recommendation: It is recommended that the Board of Directors adjourn the June 12, 2017,
regular meeting of the Oakland Military Institute College Preparatory Academy.