Minutes of June 12, 2017, OMI Board Meeting

Members Present: Mr. Bill Bowen, Chairman, Mr. Baxter Rice Vice-Chair, BG James Gabrielli, VADM Jody Breckenridge, Mr. Joe Wire Treasure, Mr. David Clisham, and Mr. Arnold Grisham. Members Absent: MG David Baldwin, Mr. Buzz Breedlove Board Secretary, and Mr. Steve Samuel Staff: Mrs. Johnna Grell Superintendent, Ms. Katherine DeVinna Principal, Ms. Cesley Frost Assistant Principal, Ms. Estephanie Fuentes, Ms. Becky Owens, Mrs. Paula Fahey, and Mr. Saeed Randle Public: Ms. Saundra Leake.

1. Meeting called to order by Chairmen Bowen at 3:32 P.M.

2. Revision/Adoption/Ordering of Agenda: Motion to approve Baxter, Second: BG Gabrielli. Vote unanimous.

3. The board adjourned to closed session at 3:35 P.M.

4. The board reconvened in public session at 4:31 P.M.

5. It is moved to approve the lease approximately 18,000 square feet of the Sacred Heart school property for a period of five years at a rate of $1.00 per square foot per month in year 1, $1.20 in year 2, $1.30 in year 3, $1.40 in year 4, and $1.50 in year 5, with a renewal option for a second five years. Renewal lease rates should reflect a comparable market for schools. Renewal should be agreed upon one year prior to the expiration of the lease. A team of Bill Bowen, Joe Wire, and David Clisham are authorized to approve the final lease language. Motion to approve Baxter, Second: VADM Breckenridge. Vote unanimous.

6. Ms. Saundra Leake addressed the Board during public session. Ms. Leake presented an award to Mrs. Grell the Superintendent for her work she has done at Oakland Military Institute.

7. Mrs. Johnna Grell presented the Superintendent Update to the board. Mrs. Grell presented OMI’s new high school principal, Ms. Katherine DeVinna who will be working partnering with Ms. Cesley Frost, OMI’s middle school principal. Ms. DeVinna has twenty-years of experience in education; both in classroom and outside the classroom setting. Mrs. Grell then went on to present the Organizational Chart; a visual draft of how responsibilities will be divided in the 2017-2018 school year.. Mr. Arnold Grisham recommended to add numbers of the staff in each category to better understand how many personnel is assigned to that specific area.

8. Ms. Becky Owens presented the Financial Update Report for the Month of May to the board. The report is a monthly update of key financial positions including, cash balance, monthly attendance, YTD donations, line of credit status and others.

9. Board member VADM Jody Breckenridge asked to have Consent Calendar item 9.1d pulled to go over the document closely and for it to be added to the next Board Meeting Agenda.
9.1 Consent Calendar: Motion to approve VADM Breckenride, Second: BG Gabrielli. Vote unanimous.

10. Ms. Becky Owens presented the Budget for the 2017-2018 school year to the board. The budget includes projected expansion expenses should the St. Martin’s de Porres lease be finalized. This budget shows additional detailed reserve-spending information requested by the board at the previous board meeting in May. Motion to approve Wire, Second: BG Gabrielli. Vote unanimous.

11. Ms. Becky Owens presented a recommendation to the Board to move the Endowment Fund balance to the Scholarship Reserve. The balance of the Endowment Reserve fund, $300,000, would be transferred to the Scholarship Reserve fund bringing the balance to $647,261. A motion was made to transfer all the funds to the Scholarship reserve. Motion to approve VADM Breckridge, Second: Clisham. Vote unanimous- Mr. Arnold Grisham abstains.

12. Mr. Bill Bowen presented closing the Endowment Fund to the board. The Endowment Reserve fund was originally created to start a fund for future scholarships for OMI graduating students. With creation of the Scholarship Reserve in 2015, the now empty Endowment Fund is no longer relevant for its intended purpose. Motion to approve Wire, Second: BG Gabrielli. Vote unanimous- Mr. Arnold Grisham abstains.

13. Ms. Becky Owens presented to the Board allocating $150K from 2016-17 fundraising revenue to the Facilities Reserve bringing its’ balance to $300,000. This is to move from the unallocated donations $150K into the Facility Reserves for facility projects in keeping with the boards obligation and promise to take care of the facilities. Motion to approve Grisham, Second: Clisham. Vote unanimous.

14. Ms. Becky Owens presented to the Board the Allocation of 2016-17 Fundraising Revenue to two areas. The first was for $405,304 to be allocated the Reserve for Economic Uncertainty bringing the balance to $700,000, and the second was for $139,751 to be allocated to a new category called Supplemental Services. Motion to approve Grisham, Second: Clisham. Vote unanimous.

15. Mr. Bill Bowen presented the Unallocated Fundraising Money to Capital Reserve to the board. This is to allocate all remaining donated funds from 2015-2016 and 2016-2017 to the Capital Reserve for future Capital projects. The amount being moved was $1,098,122, Motion to approve Grisham, Second: Wire. Vote unanimous.

16. Mrs. Johnna Grell presented the Delegate Authority to Accept and Sign Other Contracts Food Service and Video/Security to the board. This is 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. Motion to approve Grisham, Second: Rice. Vote unanimous.

17. Motion to adjourn meeting by Baxter, Second: VADM Breckenridge. Vote unanimous.

18. Meeting adjourned at 5:26 P.M. June 12, 2017.