



FINAL

Oakland Aviation High School

7850 Earhart Rd
Oakland, CA 94621

October 15, 2007 at 5:15pm

Attendees: Solomon Adio, Chinga Pan, Jim Hager, James Sulton,

Other Attendees: Jay Dunlap (Principal), Delphine Sherman (EdTec), Louw Smith (EdTec),
Duncan Clendenin

- I. Call to Order** **5:45 pm**
- II. Approval of Agenda** **Addendum: Item: In Kind contribution (receipts)** **5:55 pm**
Motion: Mr. Hager moved to approve the agenda with addendum.
Second: James Sulton.
Vote: All present voted in favor.
- III. Approval of Minutes** **September 17, 2007** **5:57 pm**
Motion: Chinga Pan
Second: Jim Hager
Vote: Unanimous
- IV. Action Items** **A. Approve OAHS Lean Proposal** **6:30 pm**
Mr. Dunlap's strongly in favor of Lean Implementation. Ms. Pan sought clarification on the implementation of the proposal. Mr. Sulton emphasized that effective participation would determine the success of the program. Board president, Mr. Adio volunteered to create a curriculum for training. He further discussed the possibility of scheduling a training event outside normal school hours. During the implementation phase, Mr. Adio expects that the programs will require additional funds. Mr. Adio reiterated that board support, especially during implementation phase will be crucial for the program's success. Mr. Adio further stressed that the notion of a time commitment idea is not entirely descriptive of the nature of the program as the program is a culture change as opposed to a project that has to be completed.

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B. Approve Check Register

6:40 pm

Motion: Ms. Pan moved to approve the check register

Second: Jim Hager.

Vote: All present voted in favor.

V. Discussion Items

A. Financial Update:

6:45 pm

September Financial Activity:

- Timing variance on revenues.
- School received state aid.
- The school is supposed to be funded on year 2 ADA, instead is being funded on year 1 ADA.
- Property tax - no variance.
- Categorical funding lagging, catch-up expected.

Expenses, very conservative 128K under budget, some items due to late invoices such as the special education encroachment.

EdTec has added federal reimbursement for school lunch. Currently school is to receive lunches however they are not as yet reimbursed for it. One issue is that although reimbursement is expected the school will not receive reimbursement for food service for Aug and Sept.

The school saw a large increase in their implementation grant revenue, due to prior year deferment. Additionally, the school is to receive 100% of grant whereas before they were expected only to receive approximately 90%.

Some Expense Adjustments included:

- Dean of Students.
- Significant positive variance due to two teachers who were not hired.
- Decrease in rent expenses, school recently received port reimbursement.

Healthy cash flow, the school has approximately 38K in accounts receivable. EdTec expects that this will arrive later in Nov, Dec, and Jan.

Charter School facility grant program (retro active). Due to hear about the award in November.

Audit report seems to be accurate, ending income 13K. Final report to completed with no audit exceptions.

B. Committee Assignments

Table to next Board meeting.

C. Friday Open Period

Table to next Board meeting.

VI. Receive Principal's Report: 6:50 pm

Issues Mr. Dunlap had wanted to Highlight:

- 1) Discipline: Mr. Dunlap concludes that the school cannot afford to lose more minutes to disciplinary problems. Mr. Dunlap codified the standards for discipline, and expects attrition to occur as a direct result. Prior year staff had difficulty maintaining consistency. Current year staff much more effective in this endeavor. Student body responding favorably to increased discipline.
- 2) Mr. Dunlap would like to implement a rubric to qualify students to take college level classes.
- 3) District visited the school and issued its report to the school. According to Mr. Dunlap, this portends a larger problem, namely a hostile school district. In response, Mr. Dunlap recommends that the school file petition for a county charter in order to divorce the school from the district's oversight.
- 4) STAR test. Students had a chance to review their results, and identify their strengths and challenges. Staff in a great position to assist students in their growth goals.

Mr. Dunlap stresses that the school needs special committees in addition to board meetings for the daily operation of the school. He further emphasized that the board needs to be more active in its dealings with the school.

VII. Invitation to the Public to Address the Board 7:35 pm

VIII. Adjournment 7:40 pm

Motion: Mr. Hager moved to adjourn the meeting.

Second: Mr. Adio.

Vote: All present voted in favor.

Next Meeting A. Date/Time/Location of the Next Meeting:

Committees, events, and budget pertaining to it.

B. Agenda Items:

In Kind Contribution: System to issue receipts to donors
Other Tabled items.