



FINAL

**Oakland Aviation High School**

7850 Earhart Rd  
Oakland, CA 94621

February 11, 2008 at 5:15pm

Attendees: Solomon Adio, Jim Hager, James Sulton, Yomi Ogunrinola, Al Portillo, Audrey Wright

Other Attendees: Jay Dunlap (Principal) Delphine Sherman (EdTec) Bryce Fleming (EdTec), Rashida Haveliwala – History Teacher and 3 students

**I. Call to Order** **5:46pm**  
Meeting called to order.

**II. Approval of Agenda** **5:46pm**  
The financial presentation was moved up.  
**Motion:** Mr. Hager moved to approve the agenda as corrected.  
**Second:** Mr. Ogunrinola.  
**Vote:** All present voted in favor.

Introductions of new faces, including students, Stephanie, Ingomar, Ariel, Ms. Rashida Haveliwala (history teacher)

**III. Approval of Minutes** **5:52pm**  
**January 21, 2008**

Please indicate that Mr. Sulton discussed rebuilding together at the last meeting.

**Motion:** Mr. Sulton moved to approve the January 21<sup>st</sup> minutes.  
**Second:** Mr. Ogunrinola.  
**Vote:** All present voted in favor.

**VI. Discussion Items** **A. Financial Update** **5:52pm**

Ms. Sherman met with Ms. Wright. They discussed the Governor's budget plan; it is a long process and many things could change. Budget wants to find savings in K-12 education. Next year, in 2008, there will be ADA cuts. This will cause drops in Revenue and increases in expenses. Budget Variances are large due to timing issues. Mr. Dunlap talked about deposits that he made last Saturday - \$128K in general checking. He received the money from meal service - that wasn't expected.

Forecast is less than budget because there is one less ADA. Special Ed services went up \$50 per ADA. Mr. Dunlap talked about the Special Ed arrangements. There is one Special Ed student in the school. OAHs provides services through the district. They get \$30K in revenue for Special Ed. Cash Flow – 228K at the end of January. The school is projected to have \$67K at the end of Feb.

Mr. Adio asked about the cost of building the science lab. They are purchasing equipment, but they need sewer lines in order to build the lab. It would be \$78,000 is budgeted for the science lab for equipment and development (not the rebuild). Putting money into other areas like technology. The Grant was approved before the charter. There are deadlines on how the money is spent. The Grant cycle is out of whack. They haven't received all of the money yet. They have \$81K left.

Mr. Ogunrinola asked about bicycle purchases. Mr. Dunlap – They will be used to bike to the park. They want to teach every student how to ride a bike for good exercise. Ms. Wright – She thinks that there are funds available to update offices and help improve the image of the school.

Ms. Sherman stated that the money can only go to specific programs. It must go directly to the students, not staff. Mr. Dunlap is in favor of buying some new furniture for the school. Most of the current furniture was donated. Ms. Wright – Where will the money come from for the Women in Aviation Conference, for the students' professional development. Mr. Dunlap – It will come from field trips, they have money to spend there.

#### IV. Action Items

##### A. Standing Committee Reports

6:22pm

**Rebuilding Together** – Mr. Sulton– Working on rebuilding together. This is a collective effort for the community to come together; it can enhance the school through painting and electrical work. You get volunteers from various organizations. Mr. Sulton has put together a structure of the committee. Mr. Ogunrinola will document the event and be the runner for the event. Mr. Adio will be the Co-captain. There are other members on the team as documented in Mr. Sulton's handout. On the second page is a timeline of events.

There will be several meetings and the rebuilding will take place on April 26<sup>th</sup>.

Fly-in would need \$3 million for each plane in insurance. The rebuild will be all day and it will be fun project.

Mr. Adio and Mr. Dunlap both thanked Mr. Sulton for all of his hard work.

**Staff Development** – Al Portillo – He is still waiting on some things, there will be more to come.

Staff Development will help staff improve physically and mentally; these services will be free. Mr. Sulton suggests thinking about additional ways that the staff could be supported. Ms. Haveliwala suggests support on activities like the aviation conference and curriculum development as well. It would be helpful to come to the teachers during their prep periods. Ms. Wright will volunteer to meet with a teacher one day a week during their prep period. Mr. Ogunrinola requested a list of teachers prep hours. Mr. Dunlap will send out an e-mail about documenting the prep periods. Mr. Dunlap emphasizes the importance of support. Three people have had close family members die recently. Mr. Adio suggests that they need better communication.

**Facilities** – Mr. Adio asked someone to give an updated report on the findings in the facility.

Many electrical components have been found to be dangerous; there is a risk of fire. The electrical panels were constructed in the 70's. They will need to install smoke detectors, replace electrical panels and circuit breakers. Some of this can tie into the rebuilding effort, but it will take skilled labor. They will need to figure out what is needed to accomplish the project. They will need to have a solidified list together of what they are going to fix.

**Fundraising** – Audrey Wright – There are a few ideas, but nothing has been put out there. She asked board members for a list of people they know. She is currently soliciting flight tickets for the conference from United.

Mr. Hager is working on bringing speakers to the board to try and get the students involved. He will have students interview and videotape the speakers.

**Student Senate** – Ingomar – They are working on what they can do to monitor student behavior. They are asking students to regulate each other. Mr. Dunlap says that the students should be writing bill of rights, improving the lunch program, getting school spirit, how do we make things happen the way that we want them to? Ingomar has seen changes; people don't want to get kicked out anymore. Mr. Dunlap is using the senate as a way to discuss problems.

## **B. Approve the Check Register**

**7:03pm**

**Motion:** Mr. Sulton moved to approve the check register.

**Second:** Mr. Ogunrinola.

**Vote:** All present voted in favor.

## **C. Update on Consulting Project**

**7:08pm**

Mr. Dunlap: Consultant (Jonathan) was hired to get estimates on the sewer, working on marketing and public relations. There are a full set of photos. There is a professional sound person to come in

and interview students. There will be a website redesign. We are getting highly qualified people working at a very discounted rate. They will Integrate everything (pamphlets, business cards, etc.) There is a google page where board members can communicate.

**V. Receive Principal's Report**

**7:17 pm**

List of Events

- Feb 19<sup>th</sup> - Parent Meeting – Two focuses, school site council, discuss the women in aviation conference.
- March 8<sup>th</sup> - Saturday school — CAHSEE shadow test – Goal of 100% of grade 10 students pass the CAHSEE. Test on Saturday 8<sup>th</sup> will count for students final grades.
- March 13<sup>th</sup> – Portfolio Presentation – Students who do not succeed will need to redo their presentation on Friday in front of the whole school.
- March 13-15 – Women in Aviation Conference – Three day conference on the world of aviation.

There were lots of minor problems lately but things are picking up. There are rules in place and they need to be followed. Dealing with these things has put Mr. Dunlap behind. He has three big dates coming up with WASC accreditation. The big visits at the beginning of March and April.

**VII. Invitation to the Public to Address the Board**

**7:31 pm**

Mr. Ogunrinola made a comment that once you have a plan you need to revisit. They need to revisit their plans and evaluate. What can they do to be more involved? Mr. Sulton suggested that the board needs to make a stronger presence on campus.

Mr. Dunlap states there are two big gaps, parent involvement and outreach.

Enrollment – Enrollment pitched, Rhonda hasn't been able to set up. Teacher recruitment, by the end of Feb most teachers will have landed jobs, the later you wait the more compromises you need to make on who you hire. They are a little bit behind on where they need to be. Systems and processes are solid and in place. Lots of hard work is still ahead. How do you thank people? How to acknowledge people? Mr. Dunlap would love it if the board could take this on. Parking permits, Mr. Dunlap wants board to do that as well.

Mr. Ogunrinola– Reward people at different levels. Make it fun. Give people that help out certificates (flight instructor, captain)  
Mr. Adio - They need a committee to work on rewarding people.

Ms. Haveliwala - Model UN, she is trying to start it. There is a conference in San Diego the same days as the Women in Aviation Conference. Is there help in funding this? There are 10 students that want to go. The student delegate fee \$65, room fee \$25 per student per day. Total Cost is roughly \$3,000. Can the board help with airfare? That way they don't have to drive down. Flights would be \$150 for each student round trip. There is \$25k in the fund that needs to be spent by March 1. We need to figure out who can pay

and who can't.

**VIII. Adjournment**

**7:47 pm**

**Motion:** Mr. Hager moved to adjourn the meeting.

**Second:** Mr. Sulton.

**Vote:** All present voted in favor.

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

**B. Agenda Items:**