



FINAL

Oakland Aviation High School

7850 Earhart Rd
Oakland, CA 94621

July 28, 2008 at 6:00pm

Attendees: Solomon Adio, Peter Simon, Jim Hager, Duncan Clendenin, Audrey Wright,
Dr. James Sulton, Flaviano Pelayo (arrived at 6:18 pm)
Other Attendees: Delphine Sherman.

- I. Call to Order** The meeting was called to order. **5:59pm**
- **Introduction of new guests**
Flaviano Pelayo, OAHS student.
- II. Approval of Agenda** **Motion:** Mr. Hager moved to approve the agenda as presented. **6:00pm**
Second: Ms. Wright.
Vote: All present voted in favor.
- III. Approval of Minutes** **June 16, 2008** **6:03pm**
Motion: Mr. Clendenin moved to approve the minutes as presented.
Second: Mr. Hager.
Vote: All present voted in favor.
- IV. Action Items**
- A. Vote on new Secretary for Board** **6:07pm**
- Motion:** Mr. Hager moves that Mr. Simon can be reinstated to the Board.
Second: Ms. Wright
Vote: All present voted in favor.
- Motion:** Mr. Clendenin moves that Mr. Simon be the Secretary of the Board.
Second: Ms. Wright
Vote: All present voted in favor.
- B. Standing Committee Reports** **6:20Pm**
- Mr. Adio asked whether or not the school could add a separate account for the money that the school raises.
EdTec stated that the school could use a resource code for this purpose to track revenues and expenses separately for all fundraised money.

Mr. Adio asked Dr. Sulton to update the Board on the facilities. The first priority is fixing the toilets. There are also efforts between Mr. Cook and Mr. Montes about putting together a long-term facility plan for the school. They are currently looking for the blueprints of the school.

Mr. Hager reported on the bus situation. We will know in a few days about the possibilities of using AC Transit. In the meantime, Dr. Sulton is negotiating an extended route with Laidlaw. Mr. Hager does not suggest that the school buy a used bus.

Dr. Sulton was heading the Event Planning Committee.

Mr. Clendenin asked whether or not the committee structure is aligned with the work that Inspire has done. Dr. Sulton thinks there needs to be reorganization of the Board.

C. Approval of the Employee Handbook , Student Handbook, Emergency Plan, Bell Schedule and Instructional Minutes

Table Employee Handbook and Student Handbook discussion because Dr. Sulton made changes. Mr. Adio would like to change the language in 1.1 to require more notice of employees leaving. Mr. Clendenin said the contract can do that but that we should leave the language the same in the Employee Handbook.

Mr. Adio would like EdTec to remind the Board (agenda item) on the expiration of the Principal's contract date so that Board can renegotiate contract.

Motion: Ms. Wright moved to approve the handbooks with Dr. Sulton's changes on dress code which he will email to the Board by the end of the week.

Second: Mr. Hager

Vote: All present voted in favor.

Dr. Sulton introduced a proposed change to the bell schedule.

Motion: Mr. Clendenin moved to approve the bell schedule.

Second: Ms. Blair.

Vote: All present voted in favor.

Board reviewed emergency plan.

This was tabled.

D. Approval of the College Prep Textbooks

7:26pm

Motion: Mr. Hager moved to approve the College Prep Textbooks.

Second: Mr. Adio.

Vote: All present voted in favor.

E. Approval of Re-apportion of administration staff positions/salaries within 2008/09 budget

Tabled. This will be discussed in Committee with a report back to the

board.

F. Check Register Approval (May/June)

7:32pm

Mr. Montes would like uncategorized removed from bookkeeping forever.

May Check Register

Motion: Mr. Clendenin moved to approve the May Check Register.

Second: Ms. Blair

Vote: All present voted in favor.

June Check Register

Mr. Montes would like to add the vendor to the check register (For credit card expenses).

Change date to June 2008 (Rather than June 2007)

Motion: Ms. Blair moved to approve the June Register.

Second: Mr. Hager

Vote: 5 Ayes; 1 Naye (Mr. Montes).

V.

President's Report

7:50pm

Talked about administrative make up of the school.

Next Board meeting – Mr. Blair would like 1 or 2 options for alignment. 125, 140, 160 students to help us determine what staffing we need.

Ms. Blair discussed the findings of the Transition Committee. No final decision.

Wednesday @ 11AM (July 30) at EdTec – Mr. Montes, Ms. Blair, and Dr. Sulton.

VI.

Principal's Report

8:09pm

Dr. Sulton gave his principal's report.

VII. Discussion Items

A. Financial Update

8:54pm

Ms. Sherman presented the year end financial update to the board.

B. Year End Financials

Same as above.

C. Principal Job Description/Qualification – Edtec

Item tabled.

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

Mr. Flaviano Pelayo presented on the Embry Riddle University Aviation Camp.

<http://www.erau.edu/db/summer/summeracademy.html>

IX. Move to Adjourn 9:15pm

Motion: Mr. Simon moved to adjourn the meeting.

Second: Ms. Blair

Vote: All present voted in favor.

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

August 18, 2008.

B. Agenda Items for next meeting:

Banking Change

Line of Credit

2008/9 Budget Changes

Staffing and Personnel Committee