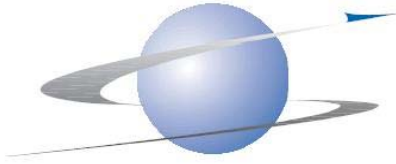


FINAL



Oakland Aviation High School

7850 Earhart Rd
Oakland, CA 94621

October 20, 2008 at 5:15pm

Board Member

Attendees: Peter Simon, Jim Hager, Duncan Clendenin, Audrey Wright,
Chinga Pan, Mukta Sambrani, Tasha James, Lisa Blair,

Other Attendees: Dr. James Sulton (Principal), Delphine Sherman (EdTec), Jonathan Cook, Jim
Sulton, Sr., Gary Benecke, Denise Vaughnes, Danita Robinson, Mobmable
Smith

I. Call to Order The meeting was called to order at 5:20PM. **5:20pm**

II. Approval of Agenda **5:30pm**

Motion: Ms. Blair moved to approve the agenda.

Second: Ms. Wright.

Vote: All present voted in favor.

III. Approval of Minutes **September 15, 2008** **5:32pm**

Motion: Ms. Blair moved to approve the minutes.

Second: Ms. Pan.

Vote: All present voted in favor.

Principal's Report **5:35pm**

Dr. Sulton awarded Mr. Benecke the Principal ACE award for October.

Dr. Sulton discussed the Model UN program.

Dr. Sulton discussed Ground School, which is the academic portion of flight training. Students are learning the fundamentals of being a pilot. It is held Saturday every week from 10-2PM.

Dr. Sulton described student enrollment and morale. The student enrollment is at 112 students. Students are more engaged but they still need a lot of support.

Dr. Sulton reported on the recent staffing changes at the school. The Math teacher was asked to leave and the Spanish teacher left on her own accord. There are five full time teachers, one part time teacher who also acts as a substitute, and one teacher on special

assignment. There is 1 building manager. Ms. Vaughnes has come on as a part time counselor/curriculum director at 10 hours per week, and the school has 1 part-time IT instructor. Rather than hiring a Spanish teacher, the school has hired measure Y to give a Life Skills course.

Dr. Sulton encourages the board to use Aviation High School email addresses. The school staff is working to integrate technology into the curriculum.

Dr. Sulton's longer term initiatives for the year (otherwise known as the "Flight Plan") is a standards based grading system and a focus on student achievement and school culture.

Dr. Sulton discussed the September 24th BART station incident. There was an altercation that started at the school between two girls. It grew and eventually there was a large fight with 70 participants that took place at the BART station. Dr. Sulton outlined the actions he took to reply to this incident.

Ms. James gave a student report after Dr. Sulton's presentation. She spoke about the altercation that happened at the BART station and about her experience in Ground School and as a participant in Model UN. She enjoys being president of the Student Body.

President's Report

6:11pm

Mr. Clendenin addressed Committee Structures for the board. He redefined the committees based on functional areas as follows:

Facilities Committee
Education/Leadership Committee
Community/Corporate Outreach Committee

Mr. Cook asked about the relationship with the Port and the school – re: a Port representative for the board. He also discussed the facility, which is out of code, and wondered whether the Port of Oakland could help improve the condition of the facility.

IV. Action Items A. Check Register Approval (September)

6:40pm

The board wants EdTec to research and report back to the board why check 2764 and 2765 have 1099 listed.

The motion was to approve the check register with the condition that EdTec report back on the item above. (EdTec reported back to Ms. Pan after the board meeting that the two invoices were indeed 1099 expenses and were correct as presented).

Motion: Mr. Simon
Second: Ms. Pan
Vote: All present voted in favor

B. Election of Teacher Representative

Representative.

Motion: Mr. Hager moved to elect Ms. Sambrani as the Teacher Representative.

Second: Mr. Simon

Vote: All present voted in favor

C. Elect Student Representative

Motion: Mr. Clendenin moved to elect Ms. James as the Student Representative.

Second: Ms. Blair.

Vote: All present voted in favor.

D. Approve Conflict of Interest Policy

Tabled – Awaiting the distribution of the revised draft.

E. Approve Board Member Terms

Tabled – Mr. Clendenin will present this at a later date.

V. Discussion Items

A. Committee Reports

6:57pm

The Fundraising Committee discussed the Share Program in partnership with Safeway.

Dr. Sulton discussed partnerships with Kaiser Air and Emery Riddle.

B. Financial Update

Ms. Sherman presented the September financials. She stressed the concerns she had with the school's projected net income; with an enrollment of 115, the school was going to have a very large deficit unless major budget cuts were to be made. The board discussed these concerns and decided that an ad-hoc Finance Committee would meet to discuss where the budget cuts would be made.

In addition, the Board discussed the school's bank signers and invoice approvers. Ms. Pan would like to obtain her signature stamp back. Mr. Clendenin would like to be added to the bank account and would like to become the second signer for that account. Ms. Wright should be removed from the bank account.

Invitation to the Public to Address the Board

7:37pm

None.

VI.

Move to Adjourn

7:41pm

Motion: Ms. Wright moved to adjourn the meeting.

Second: Mr. Simon.

Vote: All present voted in favor.

VII.

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

The next meeting will be 11/17/08 at 5:15 pm at 7850 Earhart Rd
Oakland, CA 94621

VIII.

B. Agenda Items:

Approve Conflict of Interest Policy
Approve Board Member Terms