

**Orange County Educational Arts Academy**  
A California Public Charter School  
**825 N. BROADWAY, SANTA ANA, CA 92701**  
714/558-ARTS

**BOARD OF DIRECTORS**  
**MEETING MINUTES**

**General Meeting**

January 10, 2018

6:00 p.m. – Closed Session

7:00 p.m. – Open Session

**OCEAA Public Comment Policy**

The OCEAA School Board of Directors (Board) welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board is to conduct the affairs of the school in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda item(s) or under the general category of "Oral Communications." Any person may address the Board on agenda or non-agenda items. To be recognized by the Board Chair, an individual must write their name and the agenda item(s) on the cards provided and submit this to the Board Chair or Secretary. The Board Chair will then announce the person's name at the appropriate time during the meeting. Each person will be granted up to three minutes to make his or her presentation. If requested, the Board Chair may grant additional time to individuals, circumstances permitting.
3. "Oral Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. These presentations are limited to three (3 minutes) each and total time allotted to non-agenda items will not exceed fifteen (15) minutes. Due to public meeting laws, the Board can only listen to your issue, not respond or take action. The Board, however, may give direction to staff to respond to your concern.
4. With regard to the items that are on the agenda, you may specify that agenda item on your request form and you will be given an opportunity to speak for up to three (3 minutes) when the Board discusses that item. Following a presentation on an agenda item by staff, committees or the public to the Board, the Chairman will recognize members of the public who have submitted on that agenda item. This period precedes Board discussion and deliberation.
5. Formal presentations to the Board by members of the public may be scheduled in advance by notifying the President and/or Board Chair in writing two weeks prior to the next regularly scheduled Board meeting. The President and/or Board Chair shall determine whether the citizen request is or is not an item directly related to school business prior to it being placed on the agenda. No citizen-requested item shall be placed on the agenda if it is repetitive of a previous item placed on the agenda and considered by the Board. Scheduled formal presentations shall not exceed 15 minutes in duration.

In addition to the above, any Board member may ask a member of the public to answer brief questions or make comments on an agenda item under discussion in order to gather information before deliberating on a decision.

**I. PRELIMINARY**

**A. CALL TO ORDER**

The Board Chair called the meeting to order at \_\_6:05\_\_ p.m.

**B. ESTABLISH QUORUM**

**C. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS**

**D. ADJOURN TO CLOSED SESSION – Items Scheduled for Closed Session:**

Staffing appointments/terminations/contracts/resignations (Gov. Code section 54957)

Staff Evaluations/Privacy or Other Confidential Issue (Government Code section 54957(b))

**E. CALL TO ORDER – REGULAR SESSION**

**F. ROLL CALL**

	<b>Present</b>	<b>Absent</b>
Dr. Kimberly Barraza Lyons, President	X	_____
Dr. Alfonso Bustamante, Vice President	_____	X
Valerie Sullivan, Chair	X	_____
Scott Overpeck, Vice Chair	_____	_____
Boris Molina, Treasurer	_____	X
Benjamin Stanphill, Member	X	_____
Janine McFarlin, Member	X	_____
Kristin Collins, School Director	X	_____
Vanesa Besack, Director of Operations	X	_____

**G. REPORT OF CLOSED SESSION DECISIONS**

**II. COMMUNICATIONS**

**A. ORAL COMMUNICATIONS:** Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

**B. FOR INFORMATION/BOARD**

December Check Register  
 Interview Potential New Board Members – Kimberly Barraza-Lyons

**III. ITEMS SCHEDULED FOR INFORMATION**

FSO Report – Patti Cordova - None  
 ELAC Report – María Elena Serratos - None

School Director Report - SAUSD Representative Marjorie Cochran to visit OCEAA from 8:30-10:00; received in Annex; OCSA Bomb Threat: OCEAA was notified of a bomb threat received by OCSA and is notifying parents because of the proximity of the school. Letter will be sent in electronically in English, but will not be translated because of urgency; translation capabilities include with notification.

Director of Operations Report – 1) CSMC reports a change in school business managers  
 2) July 2017 to November 2017 Budget to Actuals presented 3) Compliance and interim reports filed with SAUSD December 15 4) CCSA will present on State Budget

- SARC Report
- Donation Report

Board Governance/Brown Act Training - Procopio

**IV. FOR BOARD DISCUSSION**

FSO Report  
 ELAC Report  
 Board Report, Interviews of Potential New Board Members - None  
 School Director Report  
 Director of Operations Report, including but not limited to: SARC Report, Donation Report  
 Brown Act Training

**V. CONSENT AGENDA ITEMS**

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removal from the agenda, there will be no discussion of these items prior to the Board votes on them. The Chair recommends approval of all consent agenda items.

- A. Approve Check Register – December 2017

It is recommended that the Board approve Agenda Items A. Motion: <u>SO</u> Action: <u>Pass</u> Second: <u>BS</u> Vote: 5-0
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**VI. ITEMS SCHEDULED FOR ACTION**

- A. Approve New Board Member – Tabled; no interview

It is recommended that the Board approve Agenda Item A. Motion: <u>   </u> Action: <u>   </u> Second: <u>   </u> Vote: <u>   </u>
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- B. Approve SARC Report

It is recommended that the Board approve Agenda Item D. Motion: <u>SO</u> Action: <u>Pass</u> Second: <u>VS</u> Vote: 5-0
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- C. Approve November 8, 2017 Minutes – Tabled

It is recommended that the Board approve Agenda Item E. Motion: <u>   </u> Action: <u>   </u> Second: <u>   </u> Vote: <u>   </u>
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- D. Approve December 13, 2017 Minutes – Tabled

It is recommended that the Board approve Agenda Item E. Motion: <u>   </u> Action: <u>   </u> Second: <u>   </u> Vote: <u>   </u>
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**VII. ADJOURNMENT**

The meeting was adjourned at 9:07 p.m.  
The next regularly scheduled meeting is Wed., February 14, 2018, at 6:00 p.m. – Closed Session and 7:00 p.m. – Open Session