APPROVED

# Oakland Military Institute, College Preparatory Academy

## Minutes

### Regular Board Meeting

**Date and Time**
Thursday May 11, 2023 at 4:15 PM

**Location**
**3877 Lusk St., Oakland, CA 94608 (Oakland Military Institute College Preparatory Academy campus)**

Teleconference: 916-834-1162

Teleconference: 2799 Richmond Hwy Arlington, VA 22202 (Hyatt Regency Crystal City)

In response to the expiration of Governor Newsom's Executive Order N-29-20, which temporarily suspended provisions of the Brown Act relating to public meetings, the Board will resume in-person board meetings.

In Compliance with the Americans with Disabilities Act, those requiring special assistance to access the board meeting should contact Carlos Rodriguez at crodriguez@omiacademy.org. Notifications of at least 24 hours prior to the meeting will enable Oakland Military Institute to make reasonable arrangements to ensure accessibility to the board meeting.

All in-person meeting attendees, wearing a well-fitted mask that covers the nose and mouth without gaps is strongly recommended but not required.

**Directors Present**
D. Clisham, J. Breckenridge (remote), J. Brown, J. Wire, M. Baldwin (remote), M. Mares

**Directors Absent**
A. Campbell Washington

**Guests Present**
C. James, C. Rodriguez, K. Wong, M. Streshly, S. Lipsey, V. Salazar

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## I. Opening Items

### A. Roll Call

### B. Call the Meeting to Order

J. Brown called a meeting of the board of directors of Oakland Military Institute, College Preparatory Academy to order on Thursday May 11, 2023 at 4:17 PM.

### C. Public Comment

No public comments were made.

### D. Ordering of the Agenda

D. Clisham made a motion to approve the order of the agenda as is.
J. Wire seconded the motion.
The board **VOTED** unanimously to approve the motion.

| Roll Call | |
|---|---|
| M. Baldwin | Aye |
| J. Wire | Aye |
| J. Breckenridge | Aye |
| J. Brown | Aye |
| A. Campbell Washington | Absent |
| D. Clisham | Aye |
| M. Mares | Aye |

## II. Approval of Consent Items

### A. Minutes of April 13, 2023 Regular Meeting

D. Clisham made a motion to approve the minutes from Regular Board Meeting on 04-13-23.
J. Wire seconded the motion.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

| | |
|---|---|
| J. Wire | Aye |
| J. Brown | Aye |
| J. Breckenridge | Aye |
| M. Mares | Aye |
| A. Campbell Washington | Absent |
| D. Clisham | Aye |
| M. Baldwin | Aye |

## B. OMI Bank Account Activity (April 1, 2023 - April 30, 2023)

D. Clisham made a motion to approve the OMI Bank Account Activity as it was shown.
J. Wire seconded the motion.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

| | |
|---|---|
| A. Campbell Washington | Absent |
| D. Clisham | Aye |
| J. Wire | Aye |
| J. Brown | Aye |
| M. Baldwin | Aye |
| M. Mares | Aye |
| J. Breckenridge | Aye |

## C. Personnel Report

D. Clisham made a motion to approve the personnel report as presented.
J. Wire seconded the motion.
Joe Wire asked for clarification about the position changes in the personnel report.

Dr. Streshly expressed that this personnel report was the result of the previous board meeting decisions of the salary schedule. OMI had empty positions that were needed to fill because of a staff departure and additional duties were added to other individuals.

Rebekah Runyan will be used at a remote CFO and will have the help of SGT Jose Hernandez in the finance office.

Joe Wire asked who from OMI would be overseeing the transition of CFOs in the finance department and Dr. Streshly said that the Superintendent and the Commandant will be.

Dr. Streshly mentioned that she opened the Director of Teaching and Learning position in order for the administrative team to have an extra person that can lighten the workload for everyone to focus on specific impacted areas. Dr. Streshly also mentioned that the cadre personnel report would be sent after the meeting in the Superintendent to Board weekly letter.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

| | |
|---|---|
| J. Wire | Aye |
| M. Mares | Aye |
| D. Clisham | Aye |
| M. Baldwin | Aye |
| A. Campbell Washington | Absent |
| J. Brown | Aye |
| J. Breckenridge | Aye |

## D. New Contracts

D. Clisham made a motion to approve the new contracts presented.
J. Wire seconded the motion.
Admiral Breckenridge asked for confirmation of her belief that the contract for Rajashanea Everett would be to support the Student Data Technician. Dr. Streshly confirmed.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

| | |
|---|---|
| A. Campbell Washington | Absent |
| D. Clisham | Aye |
| J. Wire | Aye |
| J. Brown | Aye |
| M. Mares | Aye |
| M. Baldwin | Aye |
| J. Breckenridge | Aye |

## E. 2023-2024 Academic Calendar

D. Clisham made a motion to approve the 2023-2024 academic calendar.
J. Wire seconded the motion.
The academic calendar was mostly kept the same and tried to align it to Oakland Unified School District in case that families had children attending both OMI and OUSD schools.

Half days were added to increase the amount of professional development days for the teaching staff. There would be 185 days for adults/staff and 180 days of instruction for students.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

| | |
|---|---|
| D. Clisham | Aye |
| A. Campbell Washington | Absent |
| M. Mares | Aye |
| J. Brown | Aye |
| J. Wire | Aye |
| M. Baldwin | Aye |
| J. Breckenridge | Aye |

## III. Superintendent's Update

### A. After School Program Region 4 Site Visit

The after school program site visit was a visit to see how OMI was spending the after school program grant. On the positive side of the results, the Region 4 representatives enjoyed the elements that the program provided for the students.

On the technical side, OMI would have to improve in certain areas. The data that the Region 4 representatives had was from last year and they were observing this year. One of the issues that came up is that the program was not getting wet signatures of the students and the parents when students were being signed out. Our after school program, HOTE, will have to start getting wet signatures and have parents give the reason for why the student is being picked up.

Marc Mares asked if high school students could be a part of the after school program and help with the discipline and making sure that the students in the program are behaving. Dr. Streshly agreed that was a possibility and CMSgt Thomas James agreed too as well.

### B. New Candidate Update (w/ CMSgt Thomas James)

CMSgt Thomas James started by stating that OMI had accepted 222 new candidates and have had our second new candidate introduction since the last board meeting.

OMI staff worked closely with the new candidate families to gather the necessary onboarding documents like immunization records, birth certificates, transcripts, and any applicable IEP documentation.

When families of new candidates came in and will come in for the new candidate registrations, OMI sees that as the families committing to attend OMI. Some families have accepted the offer to have their student(s) to come to OMI and committed to camp, but have not come in for any registration day. The OMI staff will continue to pursue these families to ensure that they come to campus and deliver the necessary documents, 106 families at the time of the May 11, 2023 board meeting.

The 6th grade class could be over 90 students if every candidate is reigned in. The 9th grade saw significant growth and will potentially have roughly 95 students (returning and new).

Honorable Jerry Brown asked if the new candidate update could be given to the board as a written report because he wanted to see the figures presented in a tangible manner. CMSgt Thomas James mentioned that he could make this a written report and reminded the board that this report is fluid and constantly changing. CMSgt James mentioned that

every single one of the candidates that have accepted or are being pursued has been contact via phone call at the minimum two times.

### C. LCAP Survey Results/Update

Dr. Streshly presented a QR code at two separate Grizzly Night events in order to get feedback from families. Dr. Streshly also planned to send the OMI staff an email containing the survey so they can also provide feedback in addition to the families so we can overall well-rounded results. Dr. Streshly provided statistics that she found from the LCAP family survey. Overall, the LCAP survey that was sent to families received positive feedback in the results.

Some of the results that families wanted included sports, intramurals, more tutors, more mental health counseling, and diversity of the professional community (staff).

Marc Mares asked if one of our shadow data technicians could pull data from Aeries to see how many parents are actively engaged with seeing their student's grades among other things quantified on the Aeries platform.

## IV. Information/Discussion Items

### A. Cashflow Update

Jerry Brown asked LTC Vincent Salazar to report on any deviation of the cashflow as an update.

LTC Salazar mentioned that the board would see a major change in the cashflow. Due to state funds that were given as a result of the reduction in enrollment in the previous year, a spike can be seen. California state gave these funds to charter schools that had a reduction in enrollment. OMI received $1,365,000 of one time state funds and received it all at once.

### B. E-Rate Cisco Switches

This was brought to the board as a formality because the E-rate purchase was previously approved/ratified (in January) but CMSgt James wanted to keep the board in the loop that the e-rate came through and it was below the projected figures.

Roughly speaking, the figure that CMSgt James believes that the sprucing up of everything would be $650,000 and estimated that OMI would need 18 months to fix everything.

Schools have the capability of having up to $100,000 of E-rate funds per school year.

### C. 2023-2024 Board Meeting Dates DRAFT

The main reason for bringing the board meeting dates as a first reading to the board was to receive guidance on whether the board would want to reduce the amount of current set board meetings by three or four.

The OMI staff researched what board meeting dates could potentially be removed and still comply with the fiscal and reporting deadlines. The dates that were chosen were as follows: July 2023, October 2023, and January 2024. The fourth board meeting date that was in question for reduction was April 2024.

Dr. Streshly mentioned that OMI staff would be including the federal grant reporting deadlines as well so the board and the staff would know what was being reported when.

Marc Mares asked if SGT Jose Hernandez or the shadow CFO Rebekah Runyan would be giving the board report. At the beginning, shadow CFO Rebekah Runyan would give the reports and transition the responsibility to Jose.

The board decided that they would like the OMI staff to bring a second reading of the meeting dates with four meetings reduced. The board also asked the OMI staff to look into making adjustments to the June meetings if at all possible.

### D. Student Board Member Selection for 23-24 School Year

CMSgt Thomas James explained that the rising cadet leadership was identified and that the board would have a cadet representative. The primary cadet for the board would be C/1LT Tsung Lin Tsai and the alternate student board member would be C/1LT Ryan Ton.

### E. Education Protection Account Expenditure Summary

This summary is an annual requirement to show the board of directors. OMI staff would have to report the funding that the school received and how the funds were spent. At the end of the year, OMI would have received $1,470,438 and these funds could only be spent on instruction.

## V. Action Items

### A. Action/First Reading: Superintendent Contract Approval Limit Policy

M. Mares made a motion to approve the first reading of the Superintendent Contract Approval limit policy with the necessary additions added coming in the second meeting.
J. Wire seconded the motion.
The range that was proposed was from the current $10,000 to within the range of $50,000-$75,000.

Due to the reduced number of board meetings projected for the next academic school year, the approval limit would need to be at least above $35,000.

Joseph Wire mentioned that it would be beneficial if Dr. Streshly could report the contracts and services that are below the threshold in her weekly board letter.

This is for when in months that the board is not meeting, that the Superintendent can go ahead with the approval of certain projects without having to wait until the next board meeting. The ceiling would be $50,000 for superintendent approval.

Admiral Breckenridge asked if there were provisions in place in order for the superintendent to act in emergency situations. if not, she advised Dr. Streshly and the OMI team to create a measure that allows her to act during catastrophic/emergency moments.
The board **VOTED** to approve the motion.

### B. Approve Graduation Requirement Adjustment [Military Science Credit]

J. Wire made a motion to approve the adjustment to the graduation requirements.
M. Mares seconded the motion.
Dr. Streshly explained that the graduation requirements were not being changed but rather being updated so that they can match what is being shown on Aeries.
The board **VOTED** to approve the motion.

| **Roll Call** | |
|---|---|
| J. Wire | Aye |
| M. Baldwin | Aye |
| J. Breckenridge | Aye |
| A. Campbell Washington | Absent |
| J. Brown | Aye |
| M. Mares | Aye |
| D. Clisham | Aye |

### C. Approve Governing Board Member Terms (Breckenridge, Brown, Baldwin, Wire, Washington)

J. Wire made a motion to approve the governing board member terms for Breckenridge, Brown, Baldwin, Wire, and Washington.
M. Mares seconded the motion.
The board **VOTED** to approve the motion.

| **Roll Call** | |
|---|---|
| M. Mares | Aye |
| M. Baldwin | Aye |
| D. Clisham | Aye |
| J. Wire | Aye |
| J. Breckenridge | Aye |
| A. Campbell Washington | Absent |
| J. Brown | Aye |

### D. Approve Appointment of Board Officers

D. Clisham made a motion to approve board officer appointments.
M. Mares seconded the motion.
The board **VOTED** to approve the motion.

| **Roll Call** | |
|---|---|
| D. Clisham | Aye |
| J. Breckenridge | Aye |
| M. Mares | Aye |
| M. Baldwin | Aye |
| J. Wire | Aye |
| J. Brown | Aye |
| A. Campbell Washington | Absent |

## VI. Board Member Comments

### A. Staff Survey

Admiral Breckenridge mentioned that in previous years, OMI would send out a staff survey and thought that it would be a good idea to send one out this year.

## VII. Closing Items

### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:59 PM.

Respectfully Submitted,
J. Brown