

River Oaks Academy
REGULAR MEETING OF THE GOVERNING BOARD

Thursday, May 4, 2017
6:00 p.m.

Regular Meeting Location
River Oaks Academy
920 Hampshire Rd. Suite X
Westlake Village, CA 91361
www.riveroakscharter.com

MINUTES

1) OFFICIAL OPENING OF THE MEETING

1. Call to Order: Jennifer Berryhill called the meeting to order at 6:01 p.m.
2. Pledge of Allegiance
3. Roll Call and Acknowledgement of Guests

	<i>Present</i>	<i>Absent</i>
Vice-Chairman: Jennifer Berryhill	___X___	_____
Secretary: Denise Filz	___X___	_____
Treasurer: Michael McCambridge	___X___	_____
Parliamentarian: David Hunt	_____	___X___
Board member: Dr. John Horton	___X___	_____

4. Mission Statement - *River Oaks Academy (ROA) is founded on the belief that all children are born with the capacity for brilliance. Our mission is to help children find, nurture, and sustain the passion that will lead to their individual forms of brilliance. To this end, we offer a non-traditional K-12 independent study program of individually designed curriculum and direction.*
5. Emergency Additions to the Agenda
6. Approval of the Agenda for May 4, 2017 Motioned, seconded, and carried 3-0-2 (Dr. Mac/Denise) with Jennifer, Denise and Dr. Mac in favor. Dr. Horton arrived shortly after the meeting started.

2) ORGANIZATIONAL

- a. None

3) PUBLIC HEARING: 2017-2018 LOCAL CONTROL ACCOUNTABILITY PLAN

1. *Claudia shared we have 4 goals. 1. All teachers will be appropriately signed. 2. Facilities are well maintained. 3. All students will have access to Common Core. 4. Continue to expend College and Career Opportunities. Denise shared it was beautifully done. Built into the ELA.*

4) PUBLIC COMMENTS

Citizens who would like to address the Board on any item on the Agenda may do so now or when the President requests comments from the Public as the Board is considering the item. This portion of the Annual Board meeting is set aside for members of the audience to make comments or raise issues that are not specifically on the agenda. These presentations, both during open and agendized topics, are limited to three (3) minutes per presentation and the total time allotted to non-agenda items will not exceed fifteen (15) minutes.

5) INFORMATION AND DISCUSSION ITEMS

These items are presented to the Board for information only and are not subject to action at this meeting. These items may be added to a future meeting for action by the Board.

1. Budget Committee – Informational (10 min) None
2. Parent Advisory Council (PAC) – Informational (10 min)
 - a. Pamela shared we are trying to promote community spirit. We are working with the Hospitality class with graduation, we have a graduation gift we are working on, and we are helping with snacks for testing.
 - b. Denise shared there has been an inviting and warm feeling with the PAC group this year.
3. Teacher’s Report – Informational (10 min)
 - a. Testing started the week of April 17 so we are in the third week. We get better every year, even with glitches that may arise. We love PAC and the strong quiet support they have been with the testing time. We started this week with our short month of workshops. We are recognizing the end of the year is coming and are preparing for graduation.
4. Student Report – Informational (10 min) None
5. Career Pathways Report – Informational (10 min)
 - a. Gina shared she just got back from the CCPT Conference which was valuable time spent and acquired valuable information.
 - b. Networking: In the fall, students will be able to take a test to earn certification after taking a course.
 - c. Hospitality: We will offer Introduction to Hospitality in the fall and a 2nd Course that is being developed.
 - d. Legal Pathway: We have invited Wendy to return and she will add a second class. We will have Introduction to Law with the 2nd course of Criminal Justice. Jennifer shared what her daughter learned on the field trip to the jail, which was good for her to come face to face with an experience like that.
 - e. Employability Skills: In the fall we will offer Life Skills for the 21st Century. It will work on self exploration and communication skills. Captivating Speakers will return in the spring.
 - f. Future Speakers/Field Trips/Opportunities: Doug Wood, General Manager at the Crowne Plaza in Ventura will speak on May 10th. Dr. Mac asked if we have considered a Teacher Pathway. Claudia shared it would need to be with another grant but we do have students taking that pathway with other schools. Dr. Mac shared we could do a lot of things for the students with that Pathway.

6) REPORTS

1. President’s Report – None

2. Director's Report

- a. Claudia shared she received a note of resignation from David Hunt. Claudia will put this parent opening out to the community. Board members have received an invitation to the 2017 graduation.
 - b. Teacher and Learning (Goal A) – Increase student achievement in the area of mathematics: ROA has been named an Honor Roll school for the 2016 California Honor Roll. We are very proud of this recognition.
 - c. Teaching and Learning (Goal B) – Expand the College and Career Pathway: Gina will report on this.
 - d. Teaching and Learning (Goal C) – Expand ROA's High School program: We have our High School Information Session on May 22 where we will be inviting all 8th grade students and new to ROA high school students to attend.
 - e. Staff Development – Goal A: Provide ongoing professional development to all staff: we have staff attending more PD throughout the end of the school year, including the big Homeschool Conference in June.
 - f. Technology: We have two iPads that we are going to have to add to the list of items that need to be removed: one was stolen out of a teacher's car and the other one was broken by one of our students. The student is currently doing small projects around ROA to pay off the broken iPad.
 - g. Budget: Benny and Claudia have finalized the LCAP. We have met our budget numbers for enrollment. Current enrollment is 264, of which 54 of those are Oxnard students.
 - h. Oxnard Resource Center: Replicate ROA's program at the Oxnard Resource Center: we are continuing to build our program in Oxnard.
 - i. Board Development and Training: Claudia would like to discuss what the board would like to see for their professional development in August for the board retreat. She is suggesting we invite the lawyer back to do a presentation on Brown Act and Board roles, but is open for suggestions.
 - j. Claudia encouraged board members and those in attendance at the board meeting to consider coming to our graduation on June 7th. Mr. Stan Mantooth will be the key speaker.
 - k. Claudia also shared ROA is currently looking into building the science program. It would be amazing if we could get a strong science program here at ROA.
3. Individual Board Member Report - None
 4. BSA Report – Benny reported that they are working on the budget and will report on it next month.
 5. VCOE Report – Richard shared we have a resource center wanting to open up in Ventura but it shouldn't affect ROA. Richard has accepted the principal position at Oxnard High starting in the fall. He has been impressed with the ROA Staff, that when we received negative comments from the County Board ROA Staff rallied with grit and perseverance to improve what we had been doing. Richard shared "schools are about the people, don't ever lose that".

7)

Actions proposed for the Consent Agenda are items consistent with adopted policies and approved practices of River Oaks Academy and are deemed routine in nature. The Board will be asked to approve all of the Consent Agenda items by a single vote unless any member of the Board or the Public asks that an item be removed from the Consent Agenda and considered and discussed separately.

1. Consideration to approve the April 6, 2017 Minutes
2. Consideration to approve the ROA Financial Statement
3. Consideration to approve the ROA Board Report of Purchase Orders

4. Consideration to approve the ROA Board Report of Commercial Checks
5. Consideration to approve the ROA PAC Transaction Detail Report

Public Comments: None

Motion to: Approve

Made by: Dr. Mac/Denise

Motion is: Carried 4-0-1 with Jennifer, Dr. Mac, Denise, and Dr. Horton in favor.

8) ACTION ITEMS

1. Review, Discussion, and Approval of APlus membership renewal for the 2017-18 school year. Not to exceed: \$3,325.00.

a. Claudia shared this is an amazing resource for us.

Public Comments: None

Motion to: Approve

Made by: Denise/Dr. Mac

Motion is: Carried 4-0-1 with Jennifer, Dr. Mac, Denise, and Dr. Horton in favor.

2. Review, Discussion, and Approval for additional funds for Sherry Franzino for SAI and IEP services for the remainder of the school year. Not to exceed: \$7000.00.

Public Comments: None

Motion to: Approve

Made by: Dr. Mac/Dr. Horton

Motion is: Carried 4-0-1 with Jennifer, Dr. Mac, Denise, and Dr. Horton in favor.

3. Review, Discussion, and Approval of our online license for Discovery Education for two years. Not to exceed: \$3,100.00.

Public Comments: None

Motion to: Approve

Made by: Dr. Horton/Dr. Mac

Motion is: Carried 4-0-1 with Jennifer, Dr. Mac, Denise, and Dr. Horton in favor.

4. Review, Discussion, and Approval of the renewal of the Curriculum Associates i-Ready licenses for the 2017-18 school year. Not to exceed \$3,205.00.
 - a) We are going to renew our school-based assessment for 20 diagnostic/instructional licenses each in math and ELA and 100 diagnostic licenses in math and ELA.

Public Comments: None

Motion to: Approve

Made by: Dr. Mac/Denise

Motion is: Carried 4-0-1 with Jennifer, Dr. Mac, Denise, and Dr. Horton in favor.

5. Review, Discussion, and Approval of the phone application from Tappit Technology d/b/a as Your Mobile School APP. Not to exceed \$3000.00 for the coming school year.

- a. This is the phone application that we demonstrated at the last meeting. We learned about this at the CCSA conference and felt that it would provide a very useful tool for our parents and to improve and increase parent participation and our information delivery to our stakeholders.

This is the App that Claudia shared at the last Board Meeting. This will be an amazing tool for us to have for teachers, students, and parents. This app will allow whatever we want to convey: website, director report, messages, events, etc.

Public Comments: None

Motion to: Approve

Made by: Dr. Horton/Denise

Motion is: Carried 4-0-1 with Jennifer, Dr. Mac, Denise, and Dr. Horton in favor.

6. Review, Discussion, and Approval of proper disposal of materials that are considered obsolete or unusable by ROA staff and have been replaced with more recent additions or new materials. Proposed disposal would consist of donating, recycling, or the materials being sold, if they continue to serve educational purposes that would benefit others outside ROA.

Public Comments: None

Motion to: Approve

Made by: Denise/Dr. Mac

Motion is: Carried 4-0-1 with Jennifer, Dr. Mac, Denise, and Dr. Horton in favor.

7. Review, Discussion, and Approval of the job description for the Clerical Help position.

This is Monica's position and she will start full time next year.

Public Comments: None

Motion to: Approve

Made by: Dr. Mac/Dr. Horton

Motion is: Carried 4-0-1 with Jennifer, Dr. Mac, Denise, and Dr. Horton in favor.

8. Review, Discussion, and Approval of the 2017-18 calendar for the Clerical Help position.

This is Monica's position and will be the same calendar as Tezo's.

Public Comments: None

Motion to: Approve

Made by: Dr. Horton/Dr. Mac

Motion is: Carried 4-0-1 with Jennifer, Dr. Mac, Denise, and Dr. Horton in favor.

9. Review, Discussion, and Approval to change the ROA Board of Director meeting start time from 6:00 pm to 6:30 pm.

Claudia put this on the agenda because it would make it much easier for Dr. Horton not to have to rush to the Board Meetings.

Public Comments: None

Motion to: Approve

Made by: Dr. Mac/Denise

Motion is: Carried 4-0-1 with Jennifer, Dr. Mac, Denise, and Dr. Horton in favor.

10. Review, Discussion, and Approval of Terri Child’s application for board position 3. Board position 3 is a board appointed position.

a) Denise Filz’ term as a valued board member expires on June 3, 2017. We promoted this opening via email and the yahoo group as well as through our teachers. We are very happy to have Terri apply for the opening.

Public Comments: None

Motion to: Approve

Made by: Denise/Dr. Horton

Motion is: Carried 4-0-1 with Jennifer, Dr. Mac, Denise, and Dr. Horton in favor.

9) CLOSED SESSION 6:46 PM

During this meeting the Board may adjourn to Closed Session to review and consider the topics below:

- 1. Public Employment
 - a. Title: Director – Evaluation

The Chair of the Board will report on actions taken during closed session.

10) OPEN SESSION ACTION ITEMS 7:15 pm

- 1. Public Employment
 - a. Title: Director – Evaluation

No Action Taken

11) FUTURE AGENDA ITEMS

These items are presented by the Board and are not subject to action at this meeting. These items may be added to a future meeting for action by the Board.

12) ADJOURNMENT 7:20 PM