

River Oaks Academy
REGULAR MEETING OF THE GOVERNING BOARD

Thursday, January 18, 2018
6:30 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: 6:32 pm
- 2. Pledge of Allegiance
- 3. Roll Call and Acknowledgement of Guests

	<i>Present</i>	<i>Absent</i>
Chairman: Jennifer Berryhill	_X_	_____
Vice-Chairman: Terri Childs	_X_	_____
Secretary: Susan Willard	_X_	_____
Treasurer: Dr. Michael McCambridge	_X_	_____
Parliamentarian: Dr. Horton	_X_	_____ arrived 6:36 pm

- 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 January 18, 2018 Motion made by Terri Childs and seconded by Dr. Mac

2) ORGANIZATIONAL

- a. None

3) 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.

4) 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)
2. Parent Advisory Council (PAC) – Informational (10 min)
 - a. Pamela shared how wonderful the Holiday Showcase was. There were amazing projects, some really great performances, delicious food, and many parents helping to clean up afterwards. She quoted Candice who said “We love ROA, the teachers and staff so much that it’s really a treat to be able to be involved with all of the different events. Both Pamela and I love being able to let our creative side out every now and then at ROA. It’s lots of fun”
3. Teacher’s Report – Informational (10 min)
 - a. Leslie shared ROA is back in full force after the holiday break. 50 students were assessed using the CAASPP Interim Assessment. It was a big move to bring in the 9th, 10th & 11th graders for the first time. ROA is using the Interim in place of the ACT. Students who are receiving math tutoring help were assessed. Once that was done all staff were trained on how to grade the written response section of the test. Continuing to build our math mindset, four teachers went to an independent study school like our model in Marysville in the Sacramento area to observe their math intervention program. Much was learned and with that we are preparing to motivate and excite our students in launching our math intervention with CCKC – Cole’s Cook Kid’s Club for the 3rd-8th graders and “How to Adult Like a Boss” for high school students.
 - b. Maria shared that teachers and tutors met to go over the hand scoring items of the interim assessment. Each teacher was able to score performance task items of their high school students and some of the lower grade students that took the assessment before the break. Phuong, Leslie and Maria are still looking at the results and the analysis. In the meantime, teachers are getting in touch with their families and giving them updates on their students’ scores. On Monday Kathy, Leslie, Phuong, and Maria traveled to Sacramento and visited a charter school called C.O.R.E. Academy to observe their intervention class which is the model CCKC is based on. On the drive back we discussed different ways we could implement what we saw. Today we prepared the activities that we’ll be holding this coming week in CCKC and are looking forward to this semester of teaching CCKC.
4. Student Report – Informational (10 min) None
5. Career Pathways Report – Informational (10 min)
 - a. Kathy shared she and Claudia continue to meet weekly and work on growing and reefing our program. Our CCS students enjoyed hearing from two of our Pathway’s teachers during the month of December - Wendy Carlton, Legal, and Leanne Staback, Networking. Chanti Niven joined us to share about her Captivating Speakers spring workshop.
 - b. Our Pathways for the spring include: College Career Seminar, Intro to Hospitality, Hospitality 2, IBEF (an opportunity to learn about Integrated Business, Entrepreneurship and Finance, IT Fundamentals, Captivating Speakers, and GIFT (Gaining Insight for Transition).
 - c. We met with Benny to work on the budget and are in good shape. We plan to spend money for our Networking students to prepare them to take industry certifications exams.
 - d. We have met with Dr. Morse, Director of CEC, and are working with her to explore how to bring paid internships to our high school students, both those in the Pathway programs and those with other interests. We are very excited about this possibility.
 - e. ROA has officially joined the Chamber of Commerce.
 - f. We are still in the process of a

- g. We are waiting for the window to re-open for submission of new Articulation with Moorpark College for our Networking Comp TIA Class. We look forward to receiving that confirmation in the next few months.
- 6. High School Guidance Counselor Report—Informational (10 min)
 - a. Claudia reported for Richard that we are approved for NCAA. It took us 18 months to get this and Richard did a majority of that work for which we are thankful.

5) REPORTS

1. President's Report – Jennifer shared that her daughter, Sophia, a student here at ROS, was accepted to Hillsdale College, and will be attending in August. Sophia will be assisting Chanti with the Captivating Speakers Class. Jennifer's son is so excited that workshops are starting again.
2. Director's Report – Claudia will share later in closed session
3. Individual Board Member Report - None
4. BSA Report - None
5. VCOE Report – Marlo shared about a new test that will be given to English Learners. Registration for this is Feb. 1 and there will be a training at the county in April. Ordering materials should be done soon.

6) CONSENT AGENDA ITEMS

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 December 7, 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 PAC Transaction Detail Report

Public Comments: None

Motion to: Approve

Made by: Susan/Dr. Mac

Motion is: Carried 5-0-0 with Jennifer, Terri, Susan, Dr. Mac, and Dr. Horton, in favor.

7) ACTION ITEMS

1. Review, Discussion, and Approval of the Spring 2018 workshop vendors for Westlake:
 - Spring workshops will run from the week of January 22 through the week of March 19th (lab science classes are running 12 weeks).
 - a. *Dallas James, Improvisation Workshops, not to exceed: \$1,600.00*
 - b. *Ken Mazur, Music Workshops, not to exceed: \$3,250.00*
 - c. *Lee Corkett, Photography Workshops, not to exceed: \$2,600.00*

- d. *Sandbox, Digital Art Workshops, not to exceed \$2,000.00*
- e. *Michael Voogd, Animation and Martial Arts Workshops, not to exceed: \$5,000.00*
- f. *Larry Scott, Chess Workshops, not to exceed: \$1,800.00*
- g. *Alex Porter, Dance Workshops, not to exceed: \$1,020.00*
- h. *Stephen Hoffman, Conejo CPR, CPR/First Aid Workshops, not to exceed: \$800.00*
- i. *Diane Darakjian, Art Workshops, not to exceed: \$3,600.00*
- j. *Vivian Rhodes, 2 Academic Writing Workshops, not to exceed: \$1,600.00*
- k. *Ian Robertson, Film and Cinematography Workshops, not to exceed: \$1,200.00*
- l. *Soraya Thenoz, French and Latin Workshops, not to exceed: \$3,010.00*
- m. *Jon Bernstein, Creative Writing Workshops, not to exceed: \$3,200*
- n. *Xuan Nguyen, Yoga Workshops, not to exceed: \$680.00*
- o. *Dana Scheumaker, Science Labs and Workshops, not to exceed: \$14,025.00*
- p. *Andrea Diamond, STEAM, Science/Art Workshops, not to exceed: \$3,040.00*
- q. *Jade Flores-Henderson, Math Lab and Math Workshops; not to exceed: \$1,075.00*
- r. *Marcela Pomodoro, Spanish Workshops, not to exceed: \$3,280.00*
- s. *Michal Hasson, Glass Fusion Workshops, not to exceed: \$2,208.00*
- t. *Phuong Huong, Math Workshops, not to exceed: \$4,480.00*
- u. *Richard Senate, History Workshops, not to exceed: \$540.00*
- v. *Wendy Carlton (through VCI), 2 Legal Workshops (Legal Pathway), not to exceed: \$4,250.00 (Grant Funded)*
- w. *Wonderland, Film Workshops; not to exceed \$2,430.00*
- x. *Yoko Mimori, Japanese & Math Workshops; not to exceed: \$1,680.00*
- y. *LIFT Cooking Workshops; not to exceed: 4,500.00*
- z. *Captivating Speakers Workshops, not to exceed \$4,320.00*
- aa. *Neal Friedman, Robotics, 2 Workshops, not to exceed: \$4,148.00*

Public Comments: None

Motion to: Approve

Made by: Teri/Dr. Horton

Motion is: Carried 5-0-0 with Jennifer, Terri, Susan, Dr. Mac, and Dr. Horton, in favor.

2. Review, Discussion, and Approval of the Spring 2018 workshop vendors for Oxnard (Seabridge). Spring workshops will run from the week of January 22 through the week of March 19th.
 - a. *Larry Scott, Chess and Cartooning Workshops, not to exceed: \$1,600*
 - b. *Xuan Nguyen, Yoga Workshops, not to exceed: \$680.00*
 - c. *Rosemary Schlingensiepen, Math Workshops, not to exceed: \$540.00*
 - d. *Shirley Zimmermann, Writing/Reading Workshops, not to exceed: \$540.00*
 - e. *Michael Voogd, Martial Arts Workshops, not to exceed \$1,600.00*
 - f. *Sabine Schaefer, German Workshops, not to exceed \$960.00*
 - g. *Diane Darakjian, Art Workshops; not to exceed \$2,700.00*
 - h. *Daniela Frias, Earth Science Workshops; not to exceed \$480.00*
 - i. *Marcela Pomodoro, Spanish Workshops; not to exceed \$2,000.00*

- j. Alex Porter, Dance Workshops; not to exceed \$960.00
- k. Richard Senate, History Workshops, not to exceed: \$540.00
- l. Neal Friedman, Robotics Workshops, not to exceed \$2,112.00
- m. Dana Scheumaker, Physical Science and Biology Labs; Science Workshops; \$4,680.00
(labs are 12 weeks long)
- n. Sepi Yeoh, GIFT Workshops (Legal); not to exceed: 1,490.00 (Grant Funded)
- o. Wonderland, Film Workshops; not to exceed: \$2,430.00
- p. Sandbox, Computer Coding Workshops (2 Classes); not to exceed \$4,400.00
- q. Jon Bernstein, Creative Writing Workshops (2 classes); not to exceed \$1,600.00
- r. Dallas James, Improvisation Workshops (2 classes); not to exceed 1,600.00
- s. Beth Tappin; Math Workshops; not to exceed \$2,520.00
- t. Jade Flores-Henderson; Math Workshops; not to exceed \$450.00
- u. Michal Hasson, Glass Fusion Workshops; not to exceed \$4,600 (2 classes)

Public Comments: None

Motion to: Approve

Made by: Susan/Dr. Mac

Motion is: Carried 5-0-0 with Jennifer, Terri, Susan, Dr. Mac, and Dr. Horton, in favor.

3. Review, Discussion, and Approval of the River Oaks Academy Charter School 2018-19 school year calendar; 2018-19 Clerical Help Calendar (Monica) and 2018-19 Office Assistant Calendar (Tezo).

Public Comments: None

Motion to: Approve

Made by: Teri Childs/Dr. Horton

Motion is: Carried 5-0-0 with Jennifer, Terri, Susan, Dr. Mac, and Dr. Horton, in favor.

4. Review, Discussion, and Approval of the River Oaks Academy Charter School 2018-19 board meeting dates.

- a. August 16, 2018
- b. September 13, 2018
- c. October 4, 2018
- d. November 1, 2018
- e. December 6, 2018
- f. January 17, 2019
- g. February 7, 2019
- h. March 7, 2019
- i. April 4, 2019
- j. May 2, 2019
- k. June 5, 2019

Public Comments: None

Motion to: Approve

Made by: Susan/Dr. Mac

Motion is: Carried 5-0-0 with Jennifer, Terri, Susan, Dr. Mac, and Dr. Horton, in favor.

5. Review, Discussion, and Approval of the 2016-17 SARC Report, School Accountability Report Card (10)
 - a. Per Education Code Sections 33126 and 35256 the data that is contained in these documents needs to be provided to the CDE no later than February 1, 2018.

As amended, Board wanted to vote, Pg. 8 the drop out and graduation rate should be re-evaluated, it should be 0 % drop out, 100 %graduation rate. Wrong information was in our report.

Public Comments: None

Motion to: Approve

Made by: Dr. Horton/Susan

Motion is: Carried 5-0-0 with Jennifer, Terri, Susan, Dr. Mac, and Dr. Horton, in favor.

6. Review, Discussion, and Approval adding a 3rd year of math to the ROA graduation requirement, effective with the spring 2018 semester.
 - a. As per our previous discussions, ROA realized that a 3rd year of math for our high school students is necessary to make them more competitive and prepare them better for college and career.

Public Comments: None

Motion to: Approve

Made by: Teri/Susan

Motion is: Carried 5-0-0 with Jennifer, Terri, Susan, Dr. Mac, and Dr. Horton, in favor.

7. Review, Discussion, and Approval of the Financial Audit Report for 2016-17 (10)
 - a. In accordance with Education Code 41020, Local Educational Agencies (LEA) must have an audit that covers all funds and accounts and that addresses financial management and compliance with laws and regulations.

Claudia shared Benny's report as he couldn't make the Board Meeting. The Audit Report confirms that ROA is compliant with a good report.

Public Comments: None

Motion to: Approve

Made by: Susan/Dr. Mac

Motion is: Carried 5-0-0 with Jennifer, Terri, Susan, Dr. Mac, and Dr. Horton, in favor.

8. Review, Discussion, and Approval of the proposal by CharterSmart for online marketing; not to exceed: \$3800.00.
 - a. CharterSmart offers charter schools with one of the most advanced online marketing solutions for generating awareness and driving increased enrollment for new students. CharterSmart utilizes the power of social media to effectively reach parents interested in a charter school education via geographic and demographic analytics. CharterSmart's unique follow-up process allows us to develop relationships with prospective families and drive turnout for your enrollment activities. ROA will receive feedback from our routine reminders and parent survey correspondence.

They do targeted advertising and have search words. It will create a new Ad and advertising for the next 6 months. They keep detailed tracking.

Public Comments: None

Motion to: Approve

Made by: Teri/Dr. Mac

Motion is: Carried 5-0-0 with Jennifer, Terri, Susan, Dr. Mac, and Dr. Horton, in favor.

8) CLOSED SESSION 7:35 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
2.
 - a. Conference with Real Property Negotiator(s) [Government Code Section 54956.8]
Property: 920 Hampshire Road, Suite X; 910 Hampshire Road, Suite B; Westlake Village, CA 91361;
Agency Negotiator: Claudia Weintraub, Director
Negotiating Parties: Tony Principe; WestCord
Under negotiation: Westlake resource center space

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

9) OPEN SESSION ACTION ITEMS 7:55 pm

No action taken

10) 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.

11) ADJOURNMENT 7:56 pm