

River Oaks Academy
REGULAR MEETING OF THE GOVERNING BOARD

Thursday, February 1, 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 6:31 p.m.
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___

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 February 1, 2018. Motioned, seconded and carried 4-0-1 Dr. Mac/Terri with Jennifer, Terri, Susan, and Dr. Mac in favor.

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) None
2. Parent Advisory Council (PAC) – Informational (10 min)
 - a. Pamela shared the next event is the Valentine Park, the last day for Box Tops to be turn in is April 23rd, and PAC is doing a fundraising at Snapper Jacks on February 21st.
3. Teacher’s Report – Informational (10 min)
 - a. Leslie shared we are in our 2nd week of Workshop Rotations and the big launching of CCKC, Coles Cool Kid’s Club and How To Adult Like A Boss are up and running. We are working on getting kinks out of those two workshops. Math help has been surprisingly successful with some students actually bringing in their own SAT tests to go over math questions they didn’t get. High schoolers are really enjoying the math enrichment. Our parent boot camp, “Coffee and Conversation” started with a great first session led by Claudia, having a nice round table conversation. This week Sara Macguire (PAC parent from Oxnard) shared how to use Common Core Clinics in math and ELA explaining how she teaches super heroes following the same format as explained in the text. The super hero topic is what keeps her and her boys super engaged. We are gearing up for our 1st Pizza and Prep next Thursday.
4. Student Report – Informational (10 min) None
5. Career Pathways Report – Informational (10 min)
 - a. Claudia shared for Kathy who is helping Richard promote ROA at the Alternative High School Information Night at the Thousand Oaks Library this evening. The past week has been full of connections and information about how to implement an internship program here at ROA. Kathy attended an Internship orientation from VCOE and learned what needs to be done to begin implementing an internship program at our site. Kathy and Claudia met with Mary Beth Jacobsen and Carolyn Gibson this past Monday to discuss a partnership for development of ROA’s internship program and how we might implement it. Our first step was to set up a meeting with the Chamber of Commerce contact, Francine Spigel, who runs the internship program through CITY.
 - b. Kathy and Claudia will attend a networking breakfast tomorrow morning at The Chamber and have a meeting with the president, Jill Lederer, Francine Spigel, and Mary Beth Jacobsen after the breakfast meeting. We hope to glean information and get a jump start on getting our internship program launched.
6. High School Guidance Counselor Report—Informational (10 min) None

5) REPORTS

1. President’s Report – Jennifer shared that having a high school senior going to college has been a discovery process, and worth asking lots of questions, especially regarding scholarships. Her daughter did not receive any scholarships but learned if she takes the test again she can be considered for a scholarship. Don’t give up, ask questions is Jennifer’s advice.
2. Director’s Report
 - a. Math Events – Leslie reported on the math events
 - b. Staff Development – Nick, Amylynn, and Tezo will be attending the CUE Conference. 263 students are enrolled and will be 267 at the beginning of next week when new students start.

- c. Maria reported for Oxnard – workshops also started last week in Oxnard bringing on some new vendors such as Sandbox for Web Design, Wonderland Films, and Ms. Beth for STEAM and Algebra Boot Camp. We have Parent Boot Camp on the first Monday of each month from 2:00-3:00 pm. This week Claudia came to meet parents as we discussed CCKC, having a growth mathematical mindset along with discussing Fall Workshops. Oxnard PAC meetings are also the first Monday of each month. We are still having incidents with homeless people and have told all staff to keep the door locked if they are alone, and call management or the police if anything happens. Looking ahead we have started to discuss 2018-2019 and are considering adding a third day of workshops to cater to our growing student population. We are considering a full day for K-5, another full day for 6-12, and a third day with K-5 in the morning along with a 6-12 focus room, and 6-12 workshops in the afternoon. We are looking forward to having the Board Meeting in Oxnard next month and seeing you all there.
3. Individual Board Member Report – Terri shared she is really looking forward to being at Oxnard next month and would love to see a presentation from a student/students.
 4. BSA Report – Benny introduced Rudy Calasin, Assistant Director at BSA. He is going to help out with Charters, Districts and payroll. Benny and Rudy attended the Governor’s Budget Meeting and the economy is doing well.
 5. VCOE Report – Marlo shared about LCAP. This year it’s not a new template but it will be an E template that will still need information input into the template. Marlo will be holding a practical workshop for Charter directors to start working on the LCAP, giving them a jump start. Marlo shared information regarding the Charter Code Act, suspending or expelling a student. Charters need to go thru the steps so there are no legal problems.

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 January 18, 2018 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: Terri/Dr. Mac

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

7) ACTION ITEMS

1. Review, Discussion, and Approval for the increase in tutoring funds as follows:
 - a) Phuong Hong \$4550.00

- b) Dana Scheumaker \$5,200.00
- c) Jade Flores-Henderson \$3,250.00
- d) David Chu \$4,875.00
- e) Rosemary Schlingensiepen \$650.00
- f) Shirley Zimmermann \$650.00

Public Comments: None

Motion to: Approve

Made by: Susan/Terri

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

2. Review, Discussion, and Approval of a new printer for staff (HP Page Wide Pro 452dw Page Wide Array Printer); not to exceed \$692.00.

Public Comments: None

Motion to: Approve

Made by: Susan/Dr. Mac

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

3. Review, Discussion, and Approval the new library Information Management System "Access-it"; not to exceed \$3,430.00 (initial cost with set-up, renewal will be \$650.00) (Monica 10 min).

Public Comments: None

Motion to: Approve

Made by: Terri/Susan

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

4. Review, Discussion, and Approval of the renewal for BrainPop for one year; not to exceed \$1,975.00.
- a) Brainpop is one of our online resources for our families. It's a group of educational websites with over 1,000 short animated movies for students in grades K-12, together with quizzes and related materials, covering the subjects of science, social studies, English, math, engineering and technology.

Public Comments: None

Motion to: Approve

Made by: Susan/Dr. Mac

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

5. Review, Discussion, and Approval to place an advertisement in the Acorn for 10 weeks. Not to exceed \$3,000.00.

- a) As per the board request at the last board meeting, we are also talking to the representative of the Acorn newspaper to place a paper ad with them.

Public Comments: None

Motion to: Approve

Made by: Terri/Dr. Mac

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

8) CLOSED SESSION

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

None

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

9) OPEN SESSION ACTION ITEMS

N/A

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 7:20 pm