

**River Oaks Academy**  
REGULAR MEETING OF THE GOVERNING BOARD

**Thursday, October 4, 2018**

**6:30 p.m. NEW TIME**

Regular Meeting Location

River Oaks Academy

920 Hampshire Rd. Suite X

Westlake Village, CA 91361

www.riveroakscharter.com

**AGENDA**

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**1) OFFICIAL OPENING OF THE MEETING**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call and Acknowledgement of Guests

	<i>Present</i>	<i>Absent</i>
Chairman: Terri Childs	_____	_____
Vice-Chair: Jennifer Berryhill	_____	_____
Treasurer: Michael McCambridge	_____	_____
Secretary: Susan Willard	_____	_____
Parliamentarian: Dr. John Horton	_____	_____

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 October 4, 2018

**2) ORGANIZATIONAL**

N/A

**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)
3. Teacher’s Report – Informational (10 min)
4. Student Report – Informational (10 min)
5. Career Pathways Report – Informational (10 min)
6. High School Guidance Counselor—Informational (10 min)
7. Report of the results of measuring the progress of the local indicators to the governing board, to stakeholders and the public—Informational (10 min)

## 1) REPORTS

1. Board Chairperson’s Report
2. Director’s Report
3. Individual Board Member Report
4. BSA Report
5. VCOE Report

## 2) 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 September 15, (Board Retreat) 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 Board Report of Commercial Checks

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

## 3) ACTION ITEMS

1. Review, Discussion, and Approval of Addendum B to the ROA Bylaws. Board Members new positions for the 2018-19 school year.
  - a) As per the board discussion at the September 15, 2017 board meeting, the board’s new positions were established for the 2018-19 school year.

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

2. Review, Discussion, and Ratification of the amount paid to Mary Perez “VitaArt” for ceramic classes to add an extra \$1000.00 for the fall semester.

a) Ceramics is a class that requires a lot of material and the outside firing of the art pieces the students create. When creating the contract with VitaArt, we overlooked the difference in cost of this class as compared to their other art classes.

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

3. Review, Discussion, and Approval of the CPI invoice for the Meraki Series Access Point subscription licenses for 1 year. Not to exceed: \$975.87.

a) The Meraki devices are supporting our network for internet speed and connectivity.

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

4. Review, Discussion, and Approval of the At Will Employment Agreements for Exempt and Non-exempt staff.

a) During the review of our Employee Handbook, our lawyers, YMC, recommended that we have all staff sign the At Will Employment Agreements. They drafted the agreements that are for your review here.

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

5. Review, Discussion and Ratification of Rosemary Schlingensiepen’s contract as a workshop vendor in Oxnard. Not to exceed: \$900.00.

a) Rosemary is not only one of our tutors, but she also teaches a workshop. When we originally submitted the request, she was only listed as a tutor. It was our omission to add her to the workshop vendor list.

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

6. Review, Discussion and Ratification of Angeline Le's (Eng Ching) contract as a workshop vendor in Westlake. Not to exceed an additional \$1,000.00.
- a) Angeline is teaching an additional class, which we need to reflect in the total amount encumbered. Therefore, we are modifying her contract from \$6,250 to \$7,250.

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

7. Review, Discussion and Ratification of the vendor contract with Wonderland's film making class to increase from \$1,800.00 to \$2,700.00. Not to exceed an additional \$900.00.
- a) We erroneously took their quote for an hourly rate as the quote for each session. Each session is 1.5 hours long.

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

8. Review, Discussion and Approval of Marcela Pomodoro's vendor contract for her Spanish and Cooking class at our Westlake facility. Not to exceed an additional \$1,200.00.
- a) This class is going to teach students to cook in Spanish, using Spanish vocabulary and exposing them to cultural cooking. Due to her purchase of ingredients for the class, the vendor asked that her hourly rate be higher in Westlake.

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

9. Review, Discussion and Approval running ads and having print materials for the upcoming Wellness Expo for Healthy Lifelong Living. Not to exceed: \$2,000.00.
- b) We are very excited to organize this event, scheduled for November 7. We have the Wellness Committee, which has met multiple times already. Teri is a part of that. Dr. Horton will present as well as other amazing health professionals. We would like to publicize this widely to attract a large number of people and utilize this to have our ROA name out in the community.

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

## 8. CLOSED SESSION

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

None

1. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Gov. Code section 54957(b).)
2. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION (Gov. Code section 54956.9(d)(2).): ([1]).

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

## **9. OPEN SESSION ACTION ITEMS**

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

## **7. 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.*

## **8. ADJOURNMENT**