

River Oaks Academy
SPECIAL MEETING OF THE GOVERNING BOARD

Saturday, September 15, 2018
9:00 A.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: 9:05 am
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_	_____
Parliamentarian: Dr. John Horton	_____	_X_
Treasurer: Dr. Michael McCambridge	_X_	_____

4. Emergency Additions to the Agenda

2) ORGANIZATIONAL

1. Election of Officers
 - a) Chairman of the Board
 - b) Vice-Chairman
 - c) Treasurer
 - d) Secretary
 - e) Parliamentarian

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) REPORTS

None

5) 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 August 16, 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

6) 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.

Board Retreat:

Facilitator: Richard Urias

Special Guest: Jeff Rice

1. Richard Urias: Warm-up; Board/Director Roles; Governance Training Review
2. Jeff Rice: Presentation on Political Climate in California; Presentation on branding in current school climate in California
3. Richard Urias: Brown Act Review/LCFF/LCAP review; Board norms
4. Claudia Weintraub: Review of Accomplishments of 2017-18/Strategic Plan Goals
5. Claudia Weintraub: **Review of Strategic Plan for 2018-19—Action Item #7.4**
6. Claudia Weintraub: Review of Procedures for Director Evaluation Process/Protocol/Director Evaluation Tool
7. Claudia Weintraub: Review of **TimeLine for Director Evaluation—Action Item #7.5**
8. Claudia Weintraub: **2018-19 Director Goals—Action Item #7.6**
9. Richard Urias: Strategies to share
10. Richard Urias: Interactive activity

7) ACTION ITEMS

1. Review, Discussion, and Ratification of the revised Student Handbook.
 - a) Our lawyers, MYC, have reviewed our handbook and made the necessary legal updates.

Terri noticed that the index needs to be adjusted. Claudia stated that this had not been corrected yet, but will be done before publishing it.

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.

2. Review, Discussion, and Approval of the hiring Phuong Hong as a .5 FTE math teacher for the 18-19 school year.

a) Phuong has been involved with ROA for the last 3 years and has been a major force in everything that we are planning for math. Phuong has worked closely with Maria on all tutoring matters and other math related implementations. Phuong has been an amazing asset to our school and we are lucky to have someone like her with her talents and skills. Phuong will be assigned 5 students to supervise and she'll be teaching a majority of the math workshops/math labs/CCKC lunch math workshops/tutoring.

Claudia explained that Phuong has been a valued math tutor and math specialist and has been instrumental in helping Maria and ROA develop the math program.

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 of adding another part-time ADA teacher position.

a) This year, the demand for our alternative program has been incredibly high. We would like to add another supervising teacher who could help out by taking some additional students. This teacher is paid on the ADA schedule (per student/per day that school is in session).

Claudia explained that there is record enrollment and ROA wants to be prepared for enrollment and while the OXN site is full at this time, we could possibly keep enrolling another 10 students at the WL facility with another teacher. We interviewed two very highly qualified teachers and would be ready to move into that addition.

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 2018-19 ROA Strategic Plan.

The Strategic Plan for 18/19 was adopted.

Public Comments: None

Motion to: Approve

Made by: Dr. Mac/Susan

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

5. Review, Discussion, and Approval of the Director Evaluation Timeline for 2018-19.

The discussion consisted of looking at the two time lines that were presented and the recognition that no matter what, it's always going to be out of sync, since the Dashboard for accountability is not going to be released until this year at least December. While we hope that this would change in the future and a release date of October would be more realistic, it would nonetheless be too late for the Board to use the data for the Director evaluation in June, or it would always be one year behind. Jennifer maintained that this should not be the make or break of the evaluation that after all, all the work that the staff and Director put into preparing the kids and supporting them academically throughout the year should be valued higher than just looking at the results, especially with a 30% turnover.

The Board then agreed that it would be beneficial to have a presentation of the Dashboard for the January meeting (providing the Dashboard will be released in December) and that this could possibly guide the instruction and strategies the following year. The Board then agreed to adopt the Timeline V1 for this coming year and recognized that the Board can always make changes to the timeline again next year.

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.

6. Review, Discussion, and Approval of the Director's Goals for 2018-19 Director Evaluation.

The Board adopted the Director's goals for 18/19. The Director explained that these are most likely going to be very long-term goals and will be adjusted each year as to the how. Next year, however, most likely the Charter Renewal will be one of the goals. The Director also reminded the Board that even though there are 3 specific goals that there are many more things on a daily basis that are addressed and of course all items listed in the Strategic Plan are addressed as well.

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.

8) CLOSED SESSION

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

None

The President of the Board will report on actions taken, if any, during closed session.

9) 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.

1.

10) ADJOURNMENT 2:45 pm