

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

**Thursday, November 10, 2016**  
**6:00 p.m.**

Regular Meeting Location  
River Oaks Academy  
920 Hampshire Rd. Suite X  
Westlake Village, CA 91361  
[www.riveroakscharter.com](http://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: Kay DeGennaro	_____	_____
Vice-Chairman: Jennifer Berryhill	_____	_____
Secretary: Denise Filz	_____	_____
Treasurer: Michael McCambridge	_____	_____
Parliamentarian: David Hunt	_____	_____

- 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 November 10, 2016

**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)
3. Teacher’s Report – Informational (10 min)
4. Student Report – Informational (10 min)
5. Career Pathways Report – Informational (10 min)

## 5) REPORTS

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

## 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 October 6, 2016 minutes
2. Consideration to approve the ROA Financial Statement
3. Consideration to approve the ROA Board Report of Commercial Checks
4. Consideration to approve the ROA PAC Transaction Detail
5. Consideration to approve the ROA Board Report of Purchase Orders

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

## 7) ACTION ITEMS

1. Review, Discussion, and Ratify of the revised YUP (Dwellers) agreement for the 24/7 online tutoring.
  - a. Flat monthly rate of \$200 for unlimited access to services. Starting November 1, 2016.

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*
2. Review, Discussion, and Approval of iClass Pro Class Management Software. Not to exceed \$1550.00.
  - a. This system would replace our sign-up genius system. IClass Pro has many more features and facilitates the preparation and the signing-up for our workshops/classes. At this time, we have over 70 workshops/classes and a more sophisticated system would help with time management and streamlining of the procedures.

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

3. Review, Discussion, and Approval of revised contract for Captivating Speakers now operating with a different identification number and name. The new name is "The Captivating Company" and is operating under the identification #81-2000444. No additional cost is incurring.

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

4. Review, Discussion, and Ratification of Diane Darakjian to teach 2 additional workshops.
  - a. Aaron Council who was approved to teach 2 art workshops was offered a position at another school. Diane offered to take over his 2 workshops for the semester. Not to exceed an additional \$1,200.00.

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

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

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

6. Review, Discussion, and Approval of the salary schedule for the Clerical Help position.

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

7. Review, Discussion, and Approval River Oaks Academy Charter School Certification of Signatures, Part 2.
  - a. Due to a change of employees at the BSA, we need to re-approve the new signature authorizations for this document with regards to authorization to sign checks or orders.

*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:

1. Public Employment:
  - (1) Title: Clerical Help
  - (2) Educational Facilitator
2. Conference with Real Property Negotiator(s) [Government Code Section 54956.8]
  - (a) Property: 2000 Outlet Center Drive, Oxnard, CA 93035  
Agency Negotiator: Claudia Weintraub, Director  
Negotiating Parties: Bruce Milton, Lee & Associates Commercial Real Estate Services  
Under Negotiation: Oxnard resource center space

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

## **9) OPEN SESSION ACTION ITEMS**

Possible board approval/ratification of employment for:

1. Clerical Help, Position #13
2. Educational Facilitator

## **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.*

2. None

## **11) ADJOURNMENT**