

River Oaks Academy
REGULAR MEETING OF THE GOVERNING BOARD

Thursday, February 7, 2019

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 6:33 pm
2. Pledge of Allegiance
3. Roll Call and Acknowledgement of Guests

	<i>Present</i>	<i>Absent</i>
Chairman: Terri Childs	_X_	_____
Vice-Chair: Jennifer Berryhill	_X_	_____
Treasurer: Michael McCambridge	_X_	_____ Arrived at 6:57 pm
Secretary: Susan Willard	_____	_X_
Parliamentarian: Dr. John 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 7, 2019
 - Motion to: Approve*
 - Made by: Jennifer/Dr. Horton*
 - Motion is: Carried 4-0-1 with Terri, Jennifer, and Dr. Horton in favor*

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)
 - a. Claudia read Pamela’s PAC report that said The Book Fair brought a lot of interest and there is a Valentine’s Day Event scheduled.
3. Teacher’s Report – Informational (10 min)
 - a. Leslie shared today that 25 middle schoolers came for Pizza & Prep at the Westlake site. 3rd-5th Prep and Pizza will be in Oxnard next week. Intervention Workshops are up and running. The new Focus Room next door is very busy most of the time. Next Wednesday night is the STEAM event.
 - b. Claudia read Maria’s report that stated we have 15 on a wait list for a math tutor. 88 students are being tutored which is 29% of our student population.
4. Oxnard Report (10 min)
 - a. Claudia read Maria’s report in her absence that said adding Friday for workshops has been very successful and STEAM Day will be on Pie Day.
5. Student Report – Informational (10 min) Samantha, a new ROA student, shared how ROA has changed her life since starting here. She’s happy once more and loves studying again.
6. Career Pathways Report – Informational (10 min)
 - a. Michal shared students are completing their 10 year plans, Mock Interviews will be soon, Hospitality students are working on different tasks towards the end of the year Graduation/End Of The Year Social, and Networking students are learning about different technologies.
7. High School Guidance Counselor—Informational (10 min) None

5) REPORTS

1. Board Chairperson’s Report
 - a. Terri reported that the January symposium put on by Young, Minney and Corr. was about critical issues on Charter Schools and new laws. She proposed that the April 4th Board Meeting be at the Oxnard site.
2. Director’s Report
 - a. Leadership Team continues to attend the county Board meetings. Mr. Teasdale, new county board member, will be one of our interviewers at the Mock Trial. There are more changes at the County with Dr. Rice leaving. Claudia, Terri, and Marlo attended the Symposium put on by Young, Minney and Corp. Total ROA current students are 308.
3. Individual Board Member Report – Jennifer shared she will not continue the next term on the Board but has loved her experience she has had.
4. BSA Report – Benny & Rudy are working on the 2nd Interim Report and will report on that next month.
5. VCOE Report – Marlo shared Dr. Rice will take his new position March 1 with Mary Samples filling in as an interim.

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 17, 2019 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
5. Consideration to approve the ROA PAC Transaction Detail Report

Public Comments: None

Motion to: Approve

Made by: Jennifer/Dr. Horton

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

7) ACTION ITEMS

1. Review, Discussion, and Approval of Jarmila Nguyen's contract not to exceed \$720.00
 - a) Jarmila will be leading the parent math workshop scheduled for Saturday, February 23 from 10-3:00. See the attached flyers.

Public Comments: None

Motion to: Approve

Made by: Dr. Horton/Jennifer

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

2. Review, Discussion, and Approval the renewal for BrainPop, not to exceed \$2,050.00.
 - a) BrainPop is one of our online resources for our families. This is a 12 month license.

Public Comments: None

Motion to: Approve

Made by: Dr. Mac/Jennifer

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

3. Review, Discussion, and Approval of the hiring of another math tutor, Glenn Henning. Not to exceed: \$10,000.
 - a) Due to the fact that Charles is not available for all students who need additional math tutoring, we proceeded to find another tutor. Glenn is very qualified. He has a math credential and spent many years in upper grade classrooms.

Public Comments: None

Motion to: Approve

Made by: Jennifer/Dr. Mac

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

4. Review, Discussion, and Approval of the ROA Comprehensive School Safety Plan, meeting all the Section of California Education Code 32280-32289.
 - a) Effective January 1, 2019, the School Safety Plan Bill became law (AB1747). This bill requires that during the writing and development of the comprehensive school safety plan, the school consult with a fire department and other first responder entities in addition to currently required entities. Any updates made to the plan need to be shared with the law enforcement agency, the fire department and other first responder entities. This plan has to be reviewed and approved annually by the board by March 1.

Public Comments: None

Motion to: Approve

Made by: Jennifer/Dr. Mac

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

5. Review, Discussion, and Approval of the One-Time Funding for Charter Schools-Low Performing Students Block Grant (Benny) in the amount of \$29,640.00 (Benny).

Public Comments: None

Motion to: Approve

Made by: Dr. Horton/Dr. Mac

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

6. Review, Discussion, and Approval of a stipend for Leslie Maple for the spring semester not to exceed \$5,000.00.
 - a) With Oxnard now offering 4 days of enrichment and the extra new teacher training and support Leslie has been offering to our teachers as well as our new families, I would like to request a stipend for Leslie for her extra duties.

Public Comments: None

Motion to: Approve

Made by: Jennifer/Dr. Mac

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

7. Review, Discussion, and Approval of the increase of the contract with Coverall cleaning company, not to exceed \$255.00/month.
 - a) Coverall is our cleaning company. Since our new Suite V is a bit larger than the previous suite, they are increasing their monthly charges from \$204.00 to \$255.00/month for their weekly cleaning services.

Public Comments: None

Motion to: Approve

Made by: Dr. Mac/Jennifer

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

- 8. Review, Discussion and Approval to change the board meeting start times from 6:30 (currently) to 7:00pm for the remaining board meetings of the 2018-19 school year.

- a) This would affect the following board meetings: March 7, April 4, May 2, June 4.

Public Comments: None

Motion to: Approve

Made by: Dr. Horton/Jennifer

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

- 9. Review, Discussion, and Approval to renew Edmentum’s Reading Egg Program License. Not to exceed \$280.00.

- a) This license will be valid from 2/18/2019-2/17/2020.

Public Comments: None

Motion to: Approve

Made by: Dr. Horton/Dr. Mac

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

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 7:21 pm