

River Oaks Academy
REGULAR MEETING OF THE GOVERNING BOARD

Thursday, September 12, 2019

6:30 p.m. NEW TIME

REGULAR MEETING LOCATION

River Oaks Academy
920 Hampshire Road, Suite X
Westlake Village, CA 91361
www.riveroakscharter.com

AGENDA

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	_____	_____
Board Member: Jennifer Daugherty	_____	_____
Board Member: Denise Filz	_____	_____
Treasurer: Dr. Michael McCambridge	_____	_____
Parliamentarian: Dr. 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. Motion to Approve the Agenda for September 12, 2019

Motion to:
Made by:
Motion is:

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. 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. Oxnard Resource Center Report—Informational (10 min)
5. Student Report – Informational (10 min)
6. Career Pathways Report – Informational (10 min)
7. High School Guidance Counselor Report—Informational (10 min)

5. REPORTS

1. Chairman’s Report
2. Individual Board Member Report
3. Director’s 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 Minutes for the August 15, 2019 Board Meeting and August 25, 2019 Board Retreat
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

7. ACTION ITEMS

1. Review, Discussion, and Approval of the revised Employee Handbook for 2019-2020.
 - a) Our lawyers, Young Minney and Corr (YMC), have reviewed our Employee Handbook and made the necessary legal updates.

Public Comments:

Motion to:

Made by:

Motion is:

2. Review, Discussion, and Approval of the revised Bylaws (10 minutes).
 - a. We had our lawyers, YMC (Janelle Ruley) review and update our Bylaws as well as match them to the new charter petition.

Public Comments:

Motion to:

Made by:

Motion is:

3. Review, Discussion, and Approval of the Prop 30 Spending Plan for the Fiscal Year 2018-19 (Benny 5 min)

Public Comments:

Motion to:

Made by:

Motion is:

4. Review, Discussion, and Approval of the quote for renewal of our IXL license. Not to exceed: \$913.00
 - a) This year, we are using IXL as the diagnostic test for all of our high school students at the beginning as well as for ongoing support and year-end assessment.

Public Comments:

Motion to:

Made by:

Motion is:

5. Review, Discussion, and Approval of the contract with Stephen Hoffman for teaching a CPR class on Fridays at our Westlake office. Not to exceed: \$1,000.00
 - a) Stephen was just able to clear his schedule recently and let us know that he could teach the CPR class again on our campus for our middle/high school students.

Public Comments:

Motion to:

Made by:

Motion is:

6. Review, Discussion, and Approval of the quote from Edgenuity for 20 Driver's Education licenses. Not to exceed: \$999.00
 - a) These licenses are a different price from other licenses that we use and hence, we needed a separate quote to submit to the Board.

Public Comments:

Motion to:
Made by:
Motion is

- 7. Review, Discussion, and Ratification of the cost for the ads in the Acorn for the 1st presentation in the Parent Opportunities for Development, starting on September 17th. Not to exceed: \$2,100.00.
 - a) The series is one of our social emotional learning offerings which we are piloting this year.

Public Comments:
Motion to:
Made by:
Motion is

- 8. Review, Discussion, and Approval of the contract with our new Spanish Subject Specialist, Linda Adams, to work with our high school students on their a-g classes, offering tutoring and office hours, as well as grading of a-g course material. Contract dates from 9/15/2019-1/24/2020. Not to exceed: \$6,000.00
 - a) To continue to work on offering a full a-g course list to our students, we need to have a Spanish credentialed teacher support and work with our high school students who are taking that language as their a-g language course. Linda will fulfill that requirement. At this time, we are proposing a first semester contract, which we can then renew for 2nd semester, if Linda is still available and there is mutual interest and benefit.

Public Comments:
Motion to:
Made by:
Motion is:

- 9. Review, Discussion and Approval of the following positions:

192000036	Educational Facilitator #17
192000037	Educational Facilitator #18

Public Comments:
Motion to:
Made by:
Motion is:

- 10. Review, Discussion, and Ratification of Sandra Lulow’s contract as our 504 and LEA representative, SIRAS clerk, Oxnard speech therapist and SPED support; contract year: July 1, 2019-June 30, 2020. Not to exceed: \$25,000.00
 - a) Sandy started with us last year (taking over for Jeri Kerney who retired). Due to many changes in reporting to the state via our CALPADS system, it is imperative that we have someone who can help us with our SPED reporting system SIRAS. Sandy has been trained on the system and has attended multiple days of additional training this summer to make sure that we will be in compliance when these changes take effect. Sandy will be our SIRAS clerk as well as our 504 administrator and our LEA representative, when Richard and I cannot attend. She is also in charge of making sure that all of our IEPs are correctly finalized and entered to avoid compliance issues. She is also taking over for Sofia Kotian, our Oxnard speech therapy students.

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

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

9. OPEN SESSION ACTION ITEMS

None

10. FUTURE AGENDA ITEM

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: Time: