

River Oaks Academy
REGULAR MEETING OF THE GOVERNING BOARD

Due to the ongoing COVID-19 pandemic, this meeting will be held via teleconference only. Members of the public may observe the meeting and offer public comment using the dial-in information below.

Thursday, December 3, 2020

7:00 p.m.

Regular Meeting Location
River Oaks Academy
920 Hampshire Rd. Suite X
Westlake Village, CA 91361
www.riveroakscharter.com

ZOOM Meeting

Join Zoom Meeting
<https://us02web.zoom.us/j/81166421030?pwd=SEFCaW5zbG14d3JQelV0em1vSk03QT09>

Meeting ID: 811 6642 1030
Passcode: p3USc2

MINUTES

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	<u>✓</u>	_____
Vice-Chair: Jennifer Daugherty	<u>✓</u>	_____
Treasurer: Dr. Michael McCambridge	<u>✓</u>	_____
Secretary: Pamela Keller	<u>✓</u>	_____
Parliamentarian: Dr. Michael Hillis	<u>✓</u>	_____

- 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 December 3, 2020

Motion to: Approve
Made by: Jennifer, seconded by Dr. Hillis
Motion is: Carried 5-0-0; with Terri, Dr. McCambridge, Dr. Hillis, Jennifer, and Pamela 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 (2 min)
2. Parent Advisory Council (PAC) – Informational (2 min)
3. Teacher’s Report – Informational (2 min)
4. Oxnard Report (2 min)
5. Student/Parent Report – Informational (2 min)
6. Career Pathways Report – Informational (2 min)
7. High School Guidance Counselor—Informational (2 min)
8. SEL Report-Informational (2 min)
9. ELAC Committee-Informational (2 min)

5) REPORTS

1. Board Chairperson’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 November 5, 2020 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: Dr. McCambridge, seconded by Jennifer

Motion is: Carried 5-0-0; with Terri, Dr. McCambridge, Dr. Hillis, Jennifer, and Pamela in favor

7) ACTION ITEMS

1. Review, Discussion, and Approval of the 2020-2021 1st Interim Budget (Rudy)

a) In accordance with Education code 47604.33(a): Each charter school shall annually prepare and submit the following reports to its chartering agency and the county superintendent of schools, or only to the county superintendent of schools if the county board of education is the chartering agency: (1) On or before December 15, an interim financial report. This report shall reflect changes through October 31.

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis, seconded by Pamela

Motion is: Carried 5-0-0; with Terri, Dr. McCambridge, Dr. Hillis, Jennifer, and Pamela in favor

2. Review, Discussion, and Approval of LCFF Budget Overview for Parents for the 2020-2021 school year.

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge, seconded by Jennifer

Motion is: Carried 5-0-0; with Terri, Dr. McCambridge, Dr. Hillis, Jennifer, and Pamela in favor

3. Review, Discussion, and Approval of the renewal of our membership to the CCSA (California Charter School Association) for the period of 1/1/2021 through 12/31/2021. Not to exceed: \$3,050.00

a) This has been one of our association memberships. Staff and board members attend their annual conference. This membership advocates for charters within the state, helps with charter renewal, and more.

Public Comments: None

Motion to: Approve

Made by: Jennifer, seconded by Dr. McCambridge

Motion is: Carried 5-0-0; with Terri, Dr. McCambridge, Dr. Hillis, Jennifer, and Pamela in favor

4. Review, Discussion, and Approval of the added steps on the Certificated Management Salary Schedule 2020-2021, revised on November 6, 2020.

a) The salary schedule Steps 6 and 7 were added to the Management Salary Schedule.

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis, seconded by Dr. McCambridge

Motion is: Carried 5-0-0; with Terri, Dr. McCambridge, Dr. Hillis, Jennifer, and Pamela in favor

5. Review, Discussion, and Approval of the renewal quote from i-Class Pro for our subscription for 12 months (1/1/2021-12/31/2021); not to exceed \$1,548.00

a) We use this platform for our families to sign-up for our workshop and classes.

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge, seconded by Jennifer

Motion is: Carried 5-0-0; with Terri, Dr. McCambridge, Dr. Hillis, Jennifer, and Pamela in favor

6. Review, Discussion, and Approval of the Agreement for Reporting and Processing of CalSTRS and CalPERS Retirement Information Services between the Ventura County Office of Education and River Oaks Academy Charter School.

a) The County Office of Education does our reporting for the above-listed retirement systems. We found because of Beverly's recent retirement that ROA and the VCOE never signed this agreement, even though BSA and VCOE have been sharing data and information since ROA's initial approval.

Public Comments: None

Motion to: Approve

Made by: Pamela, seconded by Jennifer

Motion is: Carried 5-0-0; with Terri, Dr. McCambridge, Dr. Hillis, Jennifer, and Pamela in favor

7. Review, Discussion, and Approval of the River Oaks Academy's 2021-2022 School Year Calendars:

a. The General 2021-2022 ROA School Calendar

b. The 2021-2021 ACA Day/Summer Program Calendar

a) To continue with the planning for the 2021-22 school year and the ACA Day/Summer program, we need to submit the attached calendars to School Pathways and our business office.

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge, seconded by Pamela

Motion is: Carried 5-0-0; with Terri, Dr. McCambridge, Dr. Hillis, Jennifer, and Pamela in favor

8. Review, Discussion, and Approval of additional funding for Outschool classes for the spring 2021 semester; not to exceed \$12,000.00

a. Outschool has been used as a virtual provider of a myriad of enrichment workshops for our students. The workshops have been well received and are popular. We would like to offer more Outschool choices for the spring 2021 semester for our students.

Public Comments: None

Motion to: Approve

Made by: Pamela, seconded by Dr. Hillis

Motion is: Carried 5-0-0; with Terri, Dr. McCambridge, Dr. Hillis, Jennifer, and Pamela in favor

9. Review, Discussion, and Approval of the following job descriptions. These providers were previously working as independent contractors. However, with the new SB5 requirements, we are converting their status to employees:

- a. Special Education Resource Teacher
- b. Special Education Speech Pathologist
- c. Special Education School Psychologist
- d. Special Education Coordinator
- e. Special Education School Counselor

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge, seconded by Jennifer

Motion is: Carried 5-0-0; with Terri, Dr. McCambridge, Dr. Hillis, Jennifer, and Pamela in favor

10. Review, Discussion, and Approval of the Special Education Salary Schedule 2020-2021.

- a. We are in the process of converting the Special Education Team's contract from independent contractors to employees.

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge, seconded by Pamela

Motion is: Carried 5-0-0; with Terri, Dr. McCambridge, Dr. Hillis, Jennifer, and Pamela in favor

11. Review, Discussion, and Approval of adding additional funds to Linda Adams' contract for tutoring and working with our students who study Spanish; not to exceed: \$2,500.00

- a. Linda has been working and supporting our students who study Spanish. She is helping them with assignments and is grading their work. She also offers tutoring and office hours for additional support. Linda has a single-subject Spanish credential.

Public Comments: None

Motion to: Approve

Made by: Jennifer, seconded by Dr. Hillis

Motion is: Carried 5-0-0; with Terri, Dr. McCambridge, Dr. Hillis, Jennifer, and Pamela 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: None

Motion to: N/A

Made by: N/A

Motion is: N/A

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

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Board of Directors may request assistance by contacting: Claudia Weintraub at claudia.weintraub@roavc.com or 805 777-7999