

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, January 7, 2021
7:00 PM

ZOOM Meeting

<https://us02web.zoom.us/j/89055581742?pwd=TUtXU2R4YmxTbUdka3NyY2hPNmpZdz09>

Meeting ID: 890 5558 1742
Passcode: S8sSz6

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: **7:00 PM**
2. Pledge of Allegiance
3. Roll Call and Acknowledgement of Guests

	<i>Present</i>	<i>Absent</i>
Chairman: Terri Childs	<u> X </u>	_____
Vice-Chair: Jennifer Daugherty	<u> X </u>	_____
Treasurer: Dr. Michael McCambridge	<u> X </u>	_____
Secretary: Pamela Keller	<u> X </u>	_____
Parliamentarian: Dr. Michael Hillis	<u> X </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 January 7, 2021

6. Approval of the Agenda for January 2, 2021

Motion to: Approve

Made by: Jennifer / Dr. McCambridge

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 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 (5 min)
2. Parent Advisory Council (PAC) – Informational (5 min)
3. Teacher’s Report – Informational (5 min) – *can be found in the Board Agenda binder*
4. Oxnard Report (5 min) - *can be found in the Board Agenda binder*
5. Student Report – Informational (5 min)
6. Career Pathways Report – Informational (5 min) – *can be found in the Board Agenda binder*
7. High School Guidance Counselor—Informational (5 min)

5) REPORTS

1. Board Chairperson’s Report
2. Individual Board Member Report
3. Director’s Report – *can be found in the Board Agenda binder*
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 December 3, 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

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis / Dr. McCambridge

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 Spring 2021 virtual workshop vendors for Westlake: Spring workshops will run for 10 weeks from the week of January 25th, 2021 through April 2nd, 2021.

- a. *Beyond The Toolbox; Ben Pfister; not to exceed: \$5,302.00*
- b. *Andrea Diamond; not to exceed: \$3,000.00*
- c. *Parker Anderson; not to exceed: \$2,250.00*
- d. *Julie Tunick, Social-Emotional group; not to exceed: \$4,000.00*
- e. *Breakthrough Sports; not to exceed: \$6,100.00*
- f. *Wonderland, Film Workshop; not to exceed \$1,500.00*
- g. *The Human Nature Center; not to exceed: \$2,550.00*
- h. *Lanterns Global LLC, Megan Moreno (Marine Biology class); not to exceed: \$4,250.00*
- i. *Jennifer Mundy, MFT; teacher connect support; not to exceed \$2,000.00*

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / Dr. Hillis

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

2. Review, Discussion, and Approval of the 2019-2020 School Accountability Report Card (SARC)
 - a. Per Education Code Sections 33126 and 35256 the data that is contained in these documents needs to be provided to the CDE no later than February 1, 2021

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / Jennifer

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

3. Review, Discussion, and Ratification of the agreement with Eugene Parks from Parsec to review and help us with analyzing our data for the MobyMax and i-Ready assessments and prepare graphs to add to our presentation for the VCBE for our programmatic. Not to exceed: \$2,700.00

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis / Pamela

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

4. Review, Discussion, and Approval of the 2021-2022 paid administrative staff 15 holidays:

9/6; 9/7; 9/16; 11/11; 11/24; 11/25; 11/26; 12/23; 12/24; 12/30; 12/31; 1/17; 2/18; 2/21; 5/30.

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / Jennifer

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

5. Review, Discussion, and Approval of ROA Board Meeting dates for the 2021-22 school year.

August 5

September 2

October 7

November 4

December 2

January 13

February 3

March 3

April 7

May 5

June 2

Public Comments: None

Motion to: Approve

Made by: Pamela / Dr. Hillis

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

6. Review, Discussion, and Approval of the quote from Aztec Data Supply, Inc for two new laptops for our administrative staff; not to exceed \$3,029.81
 - a. Our office administrative staff is currently using student designated laptops, which cannot handle the intensity of the work they are performing.

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / 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 quote from School Specialty for additional “Clinics” for math; not to exceed: \$1,902.61
 - a. To prepare for the state assessment and for more support for our students in a variety of math classes, we need to place another order of these Coach Clinic materials.

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis / Jennifer

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

8. Review, Discussion, and Approval of job description for our Workshop Specialists.
 - a. We are in the process of making our workshop specialists employees, as per the attorney’s recommendation. Effective as of January 1, 2021.

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / Pamela

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

9. Review, Discussion, and Approval of the Enrichment Salary Schedule for our Workshop Specialists.
 - a. This is the new salary schedule for our Workshop Specialists, effective as of January 1, 2021.

Public Comments: None

Motion to: Approve

Made by: Jennifer / Dr. Hillis

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

10. Review, Discussion, and Ratification for the order the following pragmatics assessment materials for our speech therapists (SPED):
- a. Clinical Evaluation of Language Fundamental/5th Edition/Pearson; \$699.00 (shipping and tax extra)
 - b. SLDT-A:NU:Social Language Development Test-Adolescent:Normative Update; \$212.00 (shipping and tax extra)
 - c. SLDT-E:NU:Social Language Development Test-Elementary: Normative Update: \$224.00 (shipping and tax extra)

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / Dr. Hillis

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

11. Review, Discussion, and Ratification of the additional funds which needed to be added to Jane Rouse account, resource teacher, special education; not to exceed \$2,100.00
- a. Jane had a larger than anticipated workload for the fall semester. We underestimated her charges.

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis / Pamela

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

12. Review, Discussion, and Approval of a stipend for the above and beyond work load to prepare for the River Oaks Academy Summer Academy program for Maria Montagne and Claudia Weintraub; not to exceed \$2,500.00 each, as a one-time stipend
- a. The preparation for the Summer Academy has been added work for the administrative team and therefore, we kindly request a stipend for the work time that is above and beyond the regular and daily work.

Public Comments: None

Motion to: Approve

Made by: Jennifer / Dr. McCambridge

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

8. CLOSED SESSION

Closed session began at 8:30pm

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

1. PUBLIC EMPLOYMENT (Gov. Code section 54957(b)(1))

Title: Director Evaluation

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

9. OPEN SESSION ACTION ITEMS

Open session began at 9:20pm

No action has been taken during the closed session

Public Comments:

Motion to:

Made by:

Motion is:

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.

11. ADJOURNMENT: 9:21 pm

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