

River Oaks Academy
REGULAR MEETING OF THE GOVERNING BOARD

Thursday, January 9, 2020

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 6:31 pm

1. Call to Order
2. Pledge of Allegiance
3. Roll Call and Acknowledgement of Guests

	<i>Present</i>	<i>Absent</i>
Chairman: Terri Childs	___X___	_____
Vice-Chair: Denise Filz	___X___	_____
Treasurer: Michael McCambridge	___X___	_____
Secretary: Jennifer Daugherty	___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 January 9, 2020

An emergency addition will be added as Acton Item #16.

Motion to: Approve

Made by: Dr. Horton/Denise

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac 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 agenda 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) None
2. Parent Advisory Council (PAC) – Informational (10 min) None
3. Teacher’s Report – Informational (10 min) None
4. Oxnard Report (10 min) None
5. Student Report – Informational (10 min) None
6. Career Pathways Report – Informational (10 min) None
7. High School Guidance Counselor—Informational (10 min) None

5) REPORTS

1. Board Chairperson’s Report - None
2. Individual Board Member Report - None
3. Director’s Report – Claudia shared her report which may be found in the Board Binder
4. BSA Report – Rudy will share later
5. VCOE Report – Marlo shared she is enjoying reading the petition and impressed at the quality of it

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 5, 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: Dr. Mac/Jennifer

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

7) ACTION ITEMS

1. Review, Discussion, and Approval of the Spring 2020 workshop vendors for Westlake:
Spring workshops will run from the week of January 27, 2020 through the March 27, 2020
 - a. *Breakthrough Sports; not to exceed: \$1,170.00*

- b. *Dallas James, Improvisation/Acting; not to exceed: \$2,600.00*
- c. *Diane Darakjian, Art Workshops; not to exceed: \$5,900.00*
- d. *Ingrid Cassady, Dissection; not to exceed: \$630.00*
- e. *Jennifer Gados, Yoga and Mindfulness; not to exceed: \$1,275.00*
- f. *Julie Tunick, Social-Emotional group; not to exceed: \$1,700.00*
- g. *Ken Mazur, Music Workshops; not to exceed: \$3,125.00*
- h. *Laura Sether, Writing Workshops; not to exceed: \$8,040.00*
- i. *Lee Corkett, Photography Workshops; not to exceed: \$1,800.00*
- j. *LIFT Cooking Workshops; not to exceed: \$5,400.00*
- k. *Linda Adams, Spanish Class and office hours; not to exceed: \$3,100*
- l. *Marcela Pomodoro, Spanish Workshop & Cooking with Spanish; not to exceed: \$1,680.00*
- m. *Michael Voogd, Animation and Martial Arts Workshops; not to exceed: \$2,600.00*
- n. *Movies by Kids; Various Multi-Media classes; not to exceed: \$5,760.00*
- o. *Michal Hasson, Mixed Media Art Classes; not to exceed: \$4,416.00*
- p. *Human Nature Center, Margaret Hiesinger, Water is Life; Natural Color; not to exceed: \$8,330.00*
- q. *Neal Friedman, Robotics; not to exceed: \$4,392.00*
- r. *Alex Porter, Zumba; not to exceed: \$480.00*
- s. *Parker Anderson, Critter Squad-Science Classes; not to exceed: \$1,440.00*
- t. *Ralph D'Ignazio, Guitar Class and Video Game Audio Class; not to exceed: \$3,400.00*
- u. *Soraya Thenoz, French and Latin Workshops; not to exceed: \$800.00*
- v. *Stephen Hoffman, Conejo CPR, CPR/First Aid Workshops; not to exceed: \$800.00*
- w. *Vivian Rhodes, Script Writing Workshop, SAT Prep & Tutoring; not to exceed: \$1,610.00*
- x. *Vita Art, Art Workshops; not to exceed: \$5,600.00*
- y. *Larry Scott, Chess Workshop; not to exceed: \$900.00*
- z. *Wonderland, Film Workshop; not to exceed \$1,620.00*

Public Comments: None

Motion to: Approve

Made by: Denise/Dr. Horton

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

2. Review, Discussion, and Approval of the Spring 2020 workshop vendors for Oxnard (Seabridge). Spring workshops will run from the week of January 27, 2020 through March 27, 2020

Claudia shared letter "d" is a duplicate and asked the Board to approve these items minus that one.

- a. *Alex Porter, Yoga; not to exceed: \$1,020.00*
- b. *Andre Diamond, STEAM Classes; not to exceed: \$6,460.00*
- c. *Art N You, Learn from the Masters, Architectural Design and Fashion Design; not to exceed: \$4,900.00*
- d. *Michael Voogd, Martial Arts; not to exceed: \$1,800.00*

- e. Dallas James, *Improvisation*; not to exceed: \$2,600.00
- f. Daniela Frias, *Science*; not to exceed: \$1,980.00
- g. Diane Darakjian, *Art Workshops*; not to exceed \$6,000.00
- h. Human Nature Center, *Natural Colors and Water is Life*; not to exceed: \$4,410.00
- i. Jennifer Gados, *Yoga & Mindfulness*; not to exceed: \$1,350.00
- j. Larry Scott, *Chess*; not to exceed: \$900.00
- k. Laura Sether, *Writing/SAT Prep*; not to exceed: \$2,160.00
- l. Linda Adams, *Spanish Class and office hours; grading A-G Spanish papers*; not to exceed: \$5,000.00
- m. Marcela Pomodoro, *Cooking and Spanish Classes*; not to exceed: \$2,160.00
- n. Michael Voogd, *Martial Arts classes*; not to exceed: \$1,600.00
- o. Michal Hasson, *Multimedia Art; Jewelry Making*; not to exceed: \$4,416.00
- p. LIFT *Cooking Classes*; not to exceed: \$5,100.00
- q. Neal Friedman, *Robotics*; not to exceed: \$1,952.00
- r. PlayWell *Lego*, not to exceed: \$2,250.00
- s. Ralph D'Ignazio, *Guitar and Digital Music Writing*; not to exceed: \$3,400.00
- t. VitaArt, *Art Classes and Ceramic Class*; not to exceed: \$4,300
- u. Wonderland Film, *You Tube Culture*; \$1,620.00

Public Comments: None

Motion to: Approve

Made by: Dr. Mac/Jennifer

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

3. Review, Discussion, and Approval of the 2018-19 SARC Report, School Accountability Report Card
 - 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, 2020

Public Comments: None

Motion to: Approve

Made by: Dr. Horton/Denise

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

4. Review, Discussion, and Approval of the Independent Audit Report for 2018-19 (Benny, Rudy, 10 min)
 - a. In accordance with Education Code 41020, Local Educational Agencies (LEA) must have an audit that covers all funds and accounts and that addresses financial management and compliance with laws and regulations

Rudy shared the Audit Report came back clean and we were compliant with everything. You may direct any questions you may have to Rudy.

Public Comments: None

Motion to: Approve

Made by: Jennifer/Dr. Mac

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

- 5. Review, Discussion, and Approval of the 2020-21 School Calendar.
 - a) This School Calendar is based on the CVUSD calendar.

Public Comments: None

Motion to: Approve

Made by: Dr. Horton/Denise

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

- 6. Review, Discussion, and Approval of the 2020-2021 paid administrative staff 15 holidays:

9/7; 9/28; 11/11; 11/25; 11/26; 11/27; 12/24; 12/25; 12/31; 1/1; 1/18; 2/24; 2/15; 4/2; 5/31.

Public Comments: None

Motion to: Approve

Made by: Jennifer/Dr. Mac

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

- 7. Review, Discussion, and Approval of the 2020-2021 Administrative Calendar for Tezo (Office Assistant/Tech Specialist) and Monica (Clerical Help).

Public Comments: None

Motion to: Approve

Made by: Dr. Horton/Denise

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

- 8. Review, Discussion, and Approval of ROA Board Meeting dates for the 2020-21 school year.

August 6
 September 3
 October 1
 November 5
 December 3
 January 7
 February 4
 March 4
 April 1
 May 6
 June 3

Public Comments: None

Motion to: Approve

Made by: Dr. Mac/Jennifer

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

9. Review, Discussion, and Approval of the renewal of our membership with the CCSA (California Charter School Association) for the period of 1/1/2020 through 12/31/2020. Not to exceed: \$2,600.00
- a) This has been one of our association memberships. Staff attends their annual conference. This membership advocates for charters within the state, helps with charter renewal, and more.

This was tabled until this month to find out more about the changes that are happening with CCSA. Denise shared they are consolidating reps and service areas. Terri and Claudia recommend we support CCSA by renewing our membership.

Public Comments: None

Motion to: Approve

Made by: Dr. Horton/Denise

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

10. Review, Discussion, and Approval of the following new policies:
- a) ROA Student Retention Policy
- b) ROA English Learner Reclassification Policy (revised)
- c) ROA Management of Assets Policy
- d) ROA Fiscal Policy
- e) ROA Contracts Policy
- d) Open Campus and Anti-Loitering Policy

Claudia explained all of the policies.

Public Comments: None

Motion to: Approve

Made by: Jennifer/Dr. Mac

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

11. Review, Discussion, and Approval of:
- a) Educational Facilitator #19, Employee Position #192000052

Claudia explained this is a part time teacher that is fluent in Spanish.

Public Comments: None

Motion to: Approve

Made by: Denise/Jennifer

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

12. Review, Discussion, and Approval of the ads in the Acorn to promote our social learning parent education series for the spring semester. Not to exceed: \$3,000.00

- a) In January, we are continuing with our parent education series which is aligned with our social-emotional learning program. To promote that we would like to continue our advertising in the Acorn.

Public Comments: None

Motion to: Approve

Made by: Dr. Horton/Jennifer

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

13. Review, Discussion, and Approval of the following stipend for Yoko Mimori for Japanese Classes and Community Service Classes. Not to exceed \$1,440.00

Public Comments: None

Motion to: Approve

Made by: Dr. Mac/Jennifer

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

14. Review, Discussion, and Approval of additional funds for Nayri Shmavonian, our school psychologist for special education services; not to exceed: \$3,000.00 (for psych services for our Oxnard SPED students)

Public Comments: None

Motion to: Approve

Made by: Dr. Horton/Dr. Mac

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

15. Review, Discussion, and Approval of the Charter Renewal Petition for the term of July 1, 2020-June 30, 2025 to be submitted to the Ventura County Board of Education.

Claudia shared the Renewal Petition. Jennifer shared she was deeply moved by reading the petition that shows what goes in to this school for the students; the love, thought and nurturing care for each child. Denise shared it tells a story leaping off the pages, capturing who and what ROA is.

Public Comments: None

Motion to: Approve

Made by: Jennifer/Dr. Mac

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

16. Review, Discussion, and Approval this addition to ROA/s Volunteer/Visitor Policy; Conditions for Volunteers and Visitors on Campus.

Claudia shared because of an incident that happened on campus this needed to be an emergency addition.

Pursuant to Brown Act 54954.2 (3) (b):

“Notwithstanding subdivision (a), the legislative body may take action on items of business not appearing on the posted agenda under any of the conditions stated below. Prior to discussing any item pursuant to this subdivision, the legislative body shall publicly identify the item.”

(1) Upon a determination by a majority vote of the legislative body that an emergency situation exists, as defined in Section 54956.5”.

Public Comments: None

Motion to: Approve

Made by: Dr. Horton/Dr. Mac

Motion is: Carried 5-0-0 with Terri, Jennifer, Denise, Dr. Mac and Dr. Horton in favor

8. CLOSED SESSION 7:44 p.m.

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

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code section 54956.8.)

Property:	1751 Lombard Street, Oxnard, CA
Agency negotiator:	Steve Buenger, Buenger Commercial Real Estate
Negotiating parties:	Dr. Edward J. and Jill Banman, Owners
Under negotiation:	Price and terms of lease contract

2. 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

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