

River Oaks Academy
REGULAR MEETING OF THE GOVERNING BOARD

Thursday, June 3, 2021
7:00 p.m.

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.

HELD VIA ZOOM:

Join Zoom Meeting
<https://us02web.zoom.us/j/85239877850?pwd=SWhCSDRlcnlwR0g2R0lYQXZiZ2xMdz09>
Meeting ID: 852 3987 7850
Passcode: 2DR5p3

REGULAR MEETING LOCATION

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

MINUTES

1. OFFICIAL OPENING OF THE MEETING

- 1. Call to Order **7:01 PM**
- 2. Pledge of Allegiance
- 3. Roll Call and Acknowledgement of Guests

	<i>Present</i>	<i>Absent</i>
Chairman: Terri Childs	__✓__	_____
Vice-Chairman: Jennifer Daugherty	_____	__✓__
Secretary: Pamela Keller	__✓__	_____
Treasurer: Dr. Michael McCambridge	__✓__	_____
Parliamentarian: Dr. Michael Hillis	__✓__	_____

Mission Statement - Mission Statement - Mission Statement - *River Oaks Academy is founded on the belief that all children are born with the capacity for life-long learning. Our mission is to help children find, nurture and sustain the passion that will lead to self-motivated, fulfilling, lifelong achievement, careers and relationships. To this end, we offer a non-traditional, TK-12 personalized-learning, independent study program.*

4. Emergency Additions to the Agenda
5. Motion to Approve the Agenda for June 3, 2021

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / Dr. Hillis

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

2. ORGANIZATIONAL

- a. None

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) – *Committee did not meet, Budget presented in Action Item #2*
2. Parent Advisory Council (PAC) – Informational (10 min) -- *none*
3. Teacher’s Report – Informational (10 min) – *can be found in Board Agenda binder*
4. Oxnard Resource Center Report—Informational (10 min) – *can be found in Board Agenda binder*
5. Student Reports – Science Project Presentation--Informational (10 min)
6. Career Pathways Report – Informational (10 min) – *can be found in Board Agenda binder*
7. High School Guidance Counselor Report—Informational (10 min) -- *none*

5. REPORTS

1. President’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 May 6, 2021 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 PAC Transaction Detail Report

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis / Dr. McCambridge

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

7. ACTION ITEMS

1. Review, Discussion, and Approval of River Oaks Academy Charter School's LCAP for 2021-2022 (Local Control Accountability Plan) and the Local Control Funding Formula (LCFF) Budget Overview for Parents. The LCAP attachment consists of: Budget Overview for Parents; the Annual Update; Annual Update Instructions; Narrative; Expenditure Tables and LCAP Instructions; revised with the updated May revision amounts. (Rudy)
 - a) Charter Schools are required to develop, adopt, and annually update a three-year LCAP, using the template adopted by the California State Board of Education. The LCAP identifies how schools address the State's priorities and metrics, and how expenditures are in accordance with statutes.

Public Comments: None

Motion to: Approve

Made by: Pamela / Dr. Hillis

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

2. Review, Discussion, and Approval of River Oaks Academy Charter School's 2021-22 Adopted Budget (Rudy).

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / Dr. Hillis

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

3. Review, Discussion, and Approval of 2021-22 Proposition 30 Spending Plan. (Rudy)
 - a) Anticipated use of the 2020-21 Prop 30 Education Protection Account Funds.

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / Dr. Hillis

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

4. Review, Discussion, and Approval of the Agreement for Business Services between the The Ventura County Schools Business Services Authority and ROA; July 1, 2021-June 30, 2022.

- a) This is our agreement for the services that the BSA (Benny/Rudy) renders.

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis / Dr. McCambridge

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

5. Review, Discussion, and Approval of the 2021-22 Salary Schedules (Rudy).

Public Comments: None

Motion to: Approve

Made by: Pamela / Dr. Hillis

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

6. Review, Discussion, and Approval of the Local Agency Executive Compensation (Rudy).
 - a) In accordance with SB 1436, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken.

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / Dr. Hillis

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

7. Review, Discussion, and Approval of the restoration of the frozen 2020-21 step increases. (Rudy)

Public Comments: None

Motion to: Approve

Made by: Pamela / Dr. McCambridge

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

8. Review, Discussion, and Approval of two additional steps to the Lead Teacher and Teacher salary schedules. (Rudy)

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / Dr. Hillis

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

9. Review, Discussion, and Approval of the renewal our annual subscription of 20 licenses (good from (7/26/21through 7/26/22) with Time4Learning. Not to exceed \$4,080.00

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis / Dr. McCambridge

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

10. Review, Discussion, and Approval of the Resolution No 21-01 “River Oaks Academy Charter Board of Directors in Opposition to Assembly Bill 1316”.

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / Dr. Hillis

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

11. Review, Discussion, and Approval of the renewal of the Service Agreement with Coverall for the cleaning of our Westlake facility (both Suites X and V); not to exceed \$275/month or \$3,300 for the year.

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / Pamela

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

12. Review, Discussion, and Approval of the annual year-end Board Resolutions and Resolution Memo. (Rudy)
- a) Certification of Signatures for the Fiscal Year 2021-2022
 - b) Resolution 21-02; Authorization to Allow Appropriation/Budget Transfers; Fiscal Year 2021-2022
 - c) Resolution 21-03; Appropriation of the Ending Balance to a Reserve
 - d) Resolution 21-04; Authorization for the Ventura County Office of Education to Make Budget Transfers

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis / Dr. McCambridge

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

13. Review, Discussion, and Approval for Ellen Smith, retired Superintendent of Moorpark Unified, to review the 2021 WASC document and help finalize the document for submission; not to exceed \$2,000.00.
- a) Ellen has previously worked and mentored us for WASC and charter renewal renewal. Her expertise and guidance have been very helpful and we would like to engage with her again for charter renewal.

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / Dr. Hillis

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

14. Review, Discussion, and Approval of River Oaks Academy's 2019 Exempt Organization tax return as prepared by CliftonLarsonAllen LLP (our auditors).

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / Dr. Hillis

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

15. Review, Discussion, and Approval of the quote from CPI Solutions to renew our 13 Meraki licenses; not to exceed: \$1,276.21 for one year.
- a. We use these licenses to help with internet access throughout our facilities. The internet would not function properly without these access points.

Public Comments: None

Motion to: Approve

Made by: Pamela / Dr. McCambridge

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

16. Review, Discussion, and Ratification of the renewal of our Liability and Worker's Compensation & Employer's Liability insurance with CharterSafe. Effective date: July 1, 2021-July 1, 2022. Not to exceed: \$57,631.00.

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / Dr. Hillis

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

17. Review, Discussion, and Approval of the Engagement Letter for CliftonLarsonAllen, LLP for the year ended June 30, 2021.
 - a. CLA is our audit firm. This letter discusses the details of their engagement as our auditors.

Public Comments: None

Motion to: Approve

Made by: Pamela / Dr. McCambridge

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

18. Review, Discussion, and Approval of Service Agreement with Eugene Park (Parsec Education) to analyze our local and SBAC data for the 20-21 school year. This report would be used in our WASC document and to evaluate the academic outcomes of the school year. Not to exceed: \$2,700.00

Public Comments: None

Motion to: Approve

Made by: Pamela / Dr. Hillis

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

19. Review, Discussion, and Approval of the Board Retreat date to be on Saturday, August 21, 2021 from 9:30-3:00 pm.

Public Comments: None

Motion to: Approve

Made by: Dr. McCambridge / Dr. Hillis

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

8. CLOSED SESSION *Entered into Closed Session at 8:42 PM*

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

1. Public Employment:
 - a. Title: Teacher #1
 - b. Title: Teacher #2
 - c. Title: Teacher #3
 - d. Title: Teacher #4
 - e. Title: Teacher #5
 - f. Title: Teacher #6
 - g. Title: Teacher #8
 - h. Title: Teacher #9
 - i. Title: Teacher #10
 - j. Title: Teacher #11
 - k. Title: Educational Facilitator #1
 - l. Title: Educational Facilitator #2

- m. Title: Educational Facilitator #4
- n. Title: Educational Facilitator #11
- o. Title: Educational Facilitator #12
- p. Title: Educational Facilitator #14
- q. Title: Educational Facilitator #15
- r. Title: Educational Facilitator #16
- s. Title: Educational Facilitator #17
- t. Title: Educational Facilitator #18
- u. Title: Educational Facilitator #19
- v. Title: Educational Facilitator #20
- w. Title: Math Specialist #1
- x. Title: Math Specialist #2
- y. Title: Math Specialist #3
- z. Title: Math Specialist #4
- aa. Title: Math Specialist #6
- bb. Title: ELA Specialist #1
- cc. Title: Administrative Assistant
- dd. Title: Office Assistant/Tech Specialist
- ee. Title: 2nd Office Assistant/Tech Specialist
- ff. Title: High School Counselor
- gg.

20213001	SPED
20213002	SPED
20213003	SPED
20213004	SPED
20213005	SPED
20213006	SPED
20213007	SPED
20213008	SPED
20213009	SPED
20213010	SPED
20213011	SPED

hh.

20215001	workshop specialist
20215002	workshop specialist
20215003	workshop specialist
20215004	workshop specialist
20215005	workshop specialist
20215006	workshop specialist
20215007	workshop specialist
20215008	workshop specialist
20215009	workshop specialist
20215010	workshop specialist
20215011	workshop specialist

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

9. OPEN SESSION ACTION ITEMS *return to Zoom General Session* *8:45 PM*

1. Public Employment:
 - a. Title: Teacher #1
 - b. Title: Teacher #2
 - c. Title: Teacher #3
 - d. Title: Teacher #4
 - e. Title: Teacher #5
 - f. Title: Teacher #6
 - g. Title: Teacher #8
 - h. Title: Teacher #9
 - i. Title: Teacher #10
 - j. Title: Teacher #11
 - k. Title: Educational Facilitator #1
 - l. Title: Educational Facilitator #2
 - m. Title: Educational Facilitator #4
 - n. Title: Educational Facilitator #11
 - o. Title: Educational Facilitator #12
 - p. Title: Educational Facilitator #14
 - q. Title: Educational Facilitator #15
 - r. Title: Educational Facilitator #16
 - s. Title: Educational Facilitator #17
 - t. Title: Educational Facilitator #18
 - u. Title: Educational Facilitator #19
 - v. Title: Educational Facilitator #20
 - w. Title: Math Specialist #1
 - x. Title: Math Specialist #2
 - y. Title: Math Specialist #3
 - z. Title: Math Specialist #4
 - aa. Title: Math Specialist #6
 - bb. Title: ELA Specialist #1
 - cc. Title: Administrative Assistant
 - dd. Title: Office Assistant/Tech Specialist
 - ee. Title: 2nd Office Assistant/Tech Specialist
 - ff. Title: High School Counselor
 - gg.

20213001	SPED
20213002	SPED
20213003	SPED
20213004	SPED

20213005	SPED
20213006	SPED
20213007	SPED
20213008	SPED
20213009	SPED
20213010	SPED
20213011	SPED

hh.

20215001	workshop specialist
20215002	workshop specialist
20215003	workshop specialist
20215004	workshop specialist
20215005	workshop specialist
20215006	workshop specialist
20215007	workshop specialist
20215008	workshop specialist
20215009	workshop specialist
20215010	workshop specialist
20215011	workshop specialist

Public Comments: None

Motion to: Approve all positions

Made by: Dr. McCambridge/Dr. Hillis

Motion is: Carried 4-0-0; with Terri, Dr. McCambridge, Dr. Hillis, and Pamela in favor

10. FUTURE AGENDA ITEM *None*

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: **8:50 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.