

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 13, 2022
6:00 PM

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/81593579973?pwd=eTVGREVHdTdpU3pMZitUNWpUVmx CZz09>

Meeting ID: 815 9357 9973

Passcode: 2980EZ

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 *6:00pm*
- 2. Pledge of Allegiance
- 3. Roll Call and Acknowledgement of Guests

	<i>Present</i>	<i>Absent</i>
Chairman: Terri Childs	— ✓ —	— —
Vice-Chair: Dr. Michael Hillis	— —	— ✓ —
Treasurer: Benny Martinez	— ✓ —	— —
Secretary: Pamela Keller	— —	— ✓ —
Parliamentarian: Carrie VanAcker	— ✓ —	— —

4. Board Action Item:

- a. Pursuant to Government Code Section 54953(e) The Charter School Board of Directors determines, in accordance with Government Code Section 54953(e)(1)(B), that meeting in person would present imminent risks to the health or safety of attendees. Pursuant to Government Code Section 54953(e)(3), the Board has also reconsidered the circumstances of the State of Emergency declared by the Governor on March 4, 2020 and finds the State of Emergency continues to directly impact the ability of the Directors to meet safely in

person and/or that State or local officials continue to impose or recommend measures to promote social distancing.

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

5. 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.

6. Emergency Additions to the Agenda January 13, 2022

None

Motion to:

Made by:

Motion is:

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) *Teresa Le gave PAC report*
3. Teacher’s Report – Informational (5 min) *Report by Leslie Maple in Board Mtg. Binder*
4. Oxnard Report (5 min)
5. Student Report – Informational (5 min)
6. Career Pathways Report – Informational (5 min) *Report by Kathy Jackson in Board Mtg. Binder*
7. High School Guidance Counselor—Informational (5 min)
8. Presentation of Programmatic PPT and report (Maria) *Available in Board Mtg. Binder*

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 December 2, 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 Board Report of Commercial Checks

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

7) ACTION ITEMS

1. Review, Discussion, and Approval of the Spring 2022 virtual workshop vendors for Westlake: Spring workshops will run for 10 weeks from the week of January 24th, 2022 through April 1st, 2022.

a) Studio 23 Productions, Inc. / DBA "Shakespeare Kids"	\$2,850.00
b) Marcos Moscat / DBA "123 Rock"	\$4,900.00
c) Beyond the Toolbox, LLC (Ben Pfister)	\$11,865.00
d) Programs After School, Inc. (Andrea Diamond)	\$2,000.00
e) Parker-Anderson Learning Centers	\$18,500.00
f) Michael Ronald Voogd / DBA "VoogDesigns"	\$6,000.00
g) Lanterns Global, LLC	\$4,250.00
h) The Human Nature Center	\$8,400.00
i) Jon Bernstein / DBA "Naptown Boy, Inc."	\$2,800.00
j) Train Goat Gainz, LLC	\$9,450.00
k) Bonnie Vandenburg	\$800.00
l) Jemma Wildermuth / DBA "Create Studio Fun, LLC	\$4,230.00
m) Michal Hasson/DBA "Simple Touch, LLC"	\$2,400.00

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

2. Review, Discussion, and Approval of the stipends for teachers to teach additional classes:

- i. Leina Ball, 3 classes; not to exceed: \$1,500.00*
- ii. Lidia Finocchiaro; 3 classes; not to exceed: \$1,500.00*
- iii. Leah Warren; 1 class; not to exceed: \$500.00*
- iv. Karina Russell; 1 class; not to exceed: \$500.00*
- v. Jennifer Anderson; 3 classes; not to exceed: \$1,500.00*
- vi. Susan Willard; 2 classes; not to exceed: \$1000.00*
- vii. Glenn Hening, 1 class; not to exceed: \$500.00*

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

3. Review, Discussion, and Approval of the 2020-2021 School Accountability Report Card (SARC)

- i. 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, 2022*

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

4. Review, Discussion, and Approval of the 2022-2023 paid administrative staff 15 holidays:

9/5; 9/26; 10/5; 11/11; 11/23; 11/24; 11/25; 12/22; 12/23; 12/30; 1/2; 1/16; 2/17; 2/20; 5/29

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

5. Review, Discussion, and Approval of ROA Board Meeting dates for the 2022-2023 school year.

August 4

September 1
 October 6
 November 3
 December 8
 January 12
 February 2
 March 2
 April 6
 May 4
 June 1

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

6. Review, Discussion, and Approval of adding:
 - a. 10 more eDynamic Electives licenses through Edgenuity; not to exceed: \$990.00
 - b. 65 more digital licenses for Edgenuity; not to exceed: \$5,850.00
 - i. Edgenuity is one of our online platforms. Many of our high school students take elective classes with eDynamic and academic classes through Edgenuity. These licenses are also used for our Summer Academy and are valid for one year. They are reusable for multiple students within that one-year cycle.

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

7. Review, Discussion, and Approval of the new salary schedule for the Administrative Assistant and to move our current Administrative Assistant, Gretchen Gillis, to step 02/02/N, retroactively to July 1, 2021.
 - a. BSA informed us that switching Gretchen to the 12-month calendar in the middle of the year may cause issues in Escape (accounting software), which calculates the pay. Therefore, they suggested that we add a step to the 236-day salary schedule and move her to the 12-month schedule next year. This step would be retroactive.

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

8. Review, Discussion, and Approval of the purchase of additional math curriculum (Math-U-See!); not to exceed \$4,524.23
 - a. The math committee requested that we purchase additional materials for this program to be able to continue to supply students with the required books for 2nd semester.

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

9. Review, Discussion, and Approval of the purchase of more technology for student and staff needs:
 - a. To meet staff needs, we request 3 HP Notebooks; 7 Apple MacBooks and Microsoft Office for the 10 laptops; not to exceed: \$16,098.23
 - b. 30 additional HP Chromebooks 11A for student use; not to exceed: \$8,604.30
 - c. 60 Max Cases for the student Chromebooks; not to exceed: \$2,574.00

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

10. Review, Discussion, and Approval of Aidan Chisum's resignation, effective December 17th.

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

11. Review, Discussion, and Approval of the following new employees:
 - a. Employee #212200001 filling the Office Assistant position vacated by Aidan
 - b. Employee #21223013 as an additional Special Education Resource employee/part-time

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

12. Review, Discussion, and Approval to continue to have Antonio Mendoza sanitize our Westlake facilities through the end of the 21/22 school year. Not to exceed: \$3,200.00
 - a. With the increase in staff and students work and study at our facility, we would like to continue to sanitize the offices regularly.

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

13. Review, Discussion, and Approval to remove the following computers from our inventory:

Tag Numbers:

- 0068
- 0002
- 0041
- 0042
- 0044
- 0047
- 0049
- 0051
- 0055
- 0059
- 0064
- 0067
- 0039
- 0040
- 0045
- 0053
- 0054
- 0058
- 0062
- 0063
- 0056
- 0061
- 0030
- 0032
- 0033
- 0034
- 0035
- 0069
- 0070
- 0071
- 0072

Other Tech

- 0005 ELMO - No longer compatible
- 0064 Projector - No longer compatible
- 0004 Projector - No longer compatible
- 0063 Projector -No longer compatible
- 0065 Outdated Security Bundle

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

14. Review, Discussion, and Approval of the revised Certificated Management Salary Schedule to reflect the change of the Director's days worked from 215 to 225.

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

15. Review, Discussion, and Approval of the quote from Mr. D Math CAAASPP test prep for math and ELA for all 6-8th and 11th grade students (for a total of 100 students); not to exceed \$25,000.

- a. Mr. D. has done a pilot last year with our 7th and 11th grade students. We found that both grades have performed much better in the area of math on CAASPP. Therefore, we would like to have our middle school and 11th grade students participate in the test prep this year in both areas, math and ELA. This is a 6-week program.

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

16. Review, Discussion, and Approval of the 21-22 OT/COTA Agreement Addendum to the original MOU, increasing the cost of OT services to \$90/hour and COTA services to \$80/hour, effective January 1, 2022.

- a. After a phone conversation with the SELPA staff, we were informed that due to a drastic increase in labor cost, they are required to increase the hourly charge for the OT/COTA staff that they provide to us for those services. This is a \$5/hour increase for the 4 hours/week that we contract with them.

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

17. Review, Discussion, and Approval of adding Cody Evans, Computer Consultant, as a vendor. Cody will help us with computers, servers, networks, printers and general IT needs. Not to exceed: \$2,500.00 through the end of June.
- a. With the continued high demand in the area of technology, we continue to need additional technology support. Cody will be supporting us on an as needed basis and help out when technology projects arise or help troubleshoot when needed.

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

Motion is: Carried 3-0-0; with Terri, Benny, and Carrie in favor

9. CLOSED SESSION *Entered open session: 7:20pm*

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.

Returned to open session: 7:58pm

10. OPEN SESSION ACTION ITEMS

None

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 8:00pm

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