

**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, September 2, 2021**

Join Zoom Meeting  
<https://us02web.zoom.us/j/83820165637?pwd=Wi9mdFZZZmRUTG5xOUxrVHhzamxYZz09>

Meeting ID: 838 2016 5637  
Passcode: D50620

**6:00 PM NEW TIME**  
**REGULAR MEETING LOCATION**  
**meeting will be held in person**

River Oaks Academy  
920 Hampshire Road, Suite X  
Westlake Village, CA 91361  
[www.riveroakscharter.com](http://www.riveroakscharter.com)

**MINUTES**

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**1. OFFICIAL OPENING OF THE MEETING**

- 1. Call to Order *6:02 pm*
- 2. Pledge of Allegiance
- 3. Roll Call and Acknowledgement of Guests

	<i>Present</i>	<i>Absent</i>
Chairman: Terri Childs	✓ _____	_____ _____
Vice Chair: Jennifer Daugherty	_____ _____	_____ ✓ _____
Secretary: Pamela Keller	✓ _____	_____ _____
Board Member: Benny Martinez	✓ _____	_____ _____
Parliamentarian: Dr. Michael Hillis	✓ _____	_____ _____

- 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 *Action item #9 will be removed*
- 6. Motion to Approve the Agenda for September 2, 2021

*Motion to: Approve*  
*Made by: Dr. Hillis / Pamela*

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

## 2. ORGANIZATIONAL

### 1. Election of Officers

- a) Chairman of the Board *Benny nominated Teri for Chairman of the Board, seconded by Dr. Hillis*
- b) Vice-Chairman *Pamela nominated Dr. Hillis for Vice-Chairman*
- c) Treasurer *Terri nominated Benny for Treasurer*
- d) Secretary *Terri nominated Pamela for Secretary*
- e) Parliamentarian *open*

*Jennifer Daugherty notified the Director that she will be resigning from her position as Vice-Chairman of the Board for the 2021-2022 school year.*

## 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)
2. Parent Advisory Council (PAC) – Informational (10 min) *Teresa Le reported: PAC newsletter went to families on 09/01/21, and will go to parents the 2nd Tuesday of every month. Leslie Maple will be the PAC staff liaison.*
3. Teacher’s Report – Informational (10 min) *Can be found in Board Agenda Binder*
4. Oxnard Resource Center Report—Informational (10 min) *See Teacher’s Report*
5. Student Report – Informational (10 min)
6. Career Pathways Report – Informational (10 min) *Can be found in Board Agenda Binder*
7. Student/Parent Report-Informational (3 min)
8. High School Guidance Counselor Report—Informational (10 min) *Richard Intlekofer gave update: Due to AB104, seniors that are deficient in credits can graduate with decreased credits. School Profile is a work in progress and will be sent out when finalized.*

## 5. REPORTS

1. Chairman’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 Minutes for the August 5, 2021 Board Meeting and the August 21, 2021 Board Retreat
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: Pamela / Benny*

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

## 7. ACTION ITEMS

1. Review, Discussion, and Approval of the quote for renewal of our IXL license. Not to exceed: \$830.00
  - a) This online resource is used for a variety of assessments and math practice. This renewal is for 100 licenses.

*Public Comments: None*

*Motion to: Approve*

*Made by: Dr. Hillis / Pamela*

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

2. Review, Discussion, and Approval of the contract with Soroya Thenoz to offer our students, who are taking French, academic support by providing office hours. Not to exceed: \$1,500.00
  - a) Soroya has been our French teacher during our onsite workshops. She has agreed to continue to offer virtual academic support with two virtual office hours/week.

*Public Comments: None*

*Motion to: Approve*

*Made by: Pamela / Benny*

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

3. Review, Discussion, and Approval of the 2020-2021 ROA Unaudited Actuals Financial Budget and Report (Rudy).
- a) Per Education Code 42100, Charter schools are required to submit the year-end financial data (unaudited actuals financial reports) to the CDE via authorizing agency, either in the SACS format or in the approved Alternative Form. The unaudited actuals financial reports submitted as required by Education Code Section 42100 have been deemed to also satisfy the reporting requirement of Education Code Section 47604.33.

*Public Comments: None*

*Motion to: Approve*

*Made by: Pamela / Benny*

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

4. Review, Discussion, and Approval of the 2020-2021 Prop 30 Spending Plan (Rudy)
- a) Rudy will discuss the actual spending plan for Prop 30.

*Public Comments: None*

*Motion to: Approve*

*Made by: Dr. Hillis / Pamela*

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

5. Review, Discussion, and Approval of a stipend for Leina Ball for mentoring our teachers for their induction program. Not to exceed: \$3,000.00
- a) Leina has agreed to mentor our coaching teachers who need to start/continue their induction program to clear their credential. Leina has been the mentor for teachers before who are going through the program.

*Public Comments: None*

*Motion to: Approve*

*Made by: Benny / Dr. Hillis*

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

6. Review, Discussion, and Approval of the Acceleration Policy.
- a) We have had multiple requests to accelerate students beyond the regular grade level advancement and feel that we need to have a policy in place to guide us with these requests.

*Public Comments: None*

*Motion to: Approve*

*Made by: Dr. Hillis / Pamela*

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

- 7. Review, Discussion, and Ratification of the revised salary schedule for our special education staff.
  - a) Due to the re-negotiation of the salaries for our special education resource staff members, we have to re-submit the salary schedule to reflect the changes.

*Public Comments: None*

*Motion to: Approve*

*Made by: Benny / Dr. Hillis*

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

- 8. Review, Discussion, and Approval of the stipend for Maria Montagne and Claudia Weintraub as administrators for the extra duty work hours for the Summer Academy planning, preparation and execution; not to exceed \$10,000 each.
  - a) This item had been agendized earlier, however, it was erroneously not properly phrased in that the language for this item did not state that this is a “stipend” for the additional work for the last six months of planning, preparing, executing and supervising the new summer program.

*Public Comments: None*

*Motion to: Approve*

*Made by: Dr. Hillis / Pamela*

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

- 9. Review, Discussion, and Ratification the following added Education Facilitator position:

212200059	Educational Facilitator #25

*Not addressed; stricken from the agenda*

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is*

## 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

None

## 10. FUTURE AGENDA ITEM

*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: 7:05 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](mailto:claudia.weintraub@roavc.com) or 805 777-7999**