

River Oaks Academy
REGULAR MEETING OF THE GOVERNING BOARD

Thursday, December 2, 2021

6:00 p.m.

Regular Meeting Location

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

ZOOM Log-in Information

<https://us02web.zoom.us/j/86083761690?pwd=UUVDdS9mRFpiN1Y5bTFQc056dDNqQT09>

Meeting ID: 860 8376 1690

Passcode: 6W1357

MINUTES

1) OFFICIAL OPENING OF THE MEETING

1. Call to Order **6:03pm**
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 Van Acker	— ✓ —	— — —

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
6. Approval of the Agenda for December 2, 2021

Motion to: Approve

Made by: Dr. Hillis / Carrie

Motion is: Carried 5-0-0; with Terri, Dr. Hillis, Benny, Pamela, and Carrie 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 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 (2 min)
2. Parent Advisory Council (PAC) – Informational (2 min)
3. Teacher’s Report – Informational (2 min) *Report by Leslie Maple available in Board Mtg. Binder*
4. Oxnard Report (2 min) *Report by Maria Montagne available in Board Mtg. Binder*
5. Student/Parent Report – Informational (2 min)
6. Career Pathways Report – Informational (2 min) *Report by Kathy Jackson available in Board Mtg. Binder*
7. High School Guidance Counselor—Informational (2 min)

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 November 4, 2021 Minutes and the November 10, 2021 Budget Meeting 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: Pamela / Dr. Hillis

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

7) ACTION ITEMS

1. Review, Discussion, and Approval of the 2021-2022 1st Interim Budget (Rudy)

- a. In accordance with Education code 47604.33(a): Each charter school shall annually prepare and submit the following reports to its chartering agency and the county superintendent of schools, or only to the county superintendent of schools if the county board of education is the chartering agency: (1) On or before December 15, an interim financial report. This report shall reflect changes through October 31.

Public Comments: None

Motion to: Approve

Made by: Benny / Dr. Hillis

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

2. Review, Discussion, and Approval of the Educator Effectiveness Funds 2021-2026 Spending Plan.

- a. During last month's Board Meeting, we presented the Educator Effectiveness Funds Spending Plan during the Public Hearing. No changes have been made.

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis / Pamela

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

3. Review, Discussion, and Approval of adding 10 work days to the Director's current 215 work days to 225, starting with the 2021-2022 school year.

Public Comments: None

Motion to: Approve

Made by: Pamela / Benny

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

4. Review, Discussion, and Approval of the Administrative Assistant's move to the 12-month Administrative salary schedule.

- a. Due to the heavy workload and ROA offering our Summer Academy again in the summer of 2022, we see the need to increase the Administrative Assistant's work schedule to 12 months. With that, we would like to retroactively (starting in July 2021) move our Administrative Assistant to the 12-month Administrative Salary Schedule.

Public Comments: None

Motion to: Approve

Made by: Benny / Dr. Hillis

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

5. Review, Discussion, and Ratification for the Administrative Assistant to work the following 3 extra days: November 22/23/24, 2021.

a. Due to the current heavy workload, we can use the extra days for Gretchen to catch up on a variety of projects.

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis / Benny

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

6. Review, Discussion, and Approval of the renewal of our membership to the CCSA (California Charter School Association) for the period of 1/1/2022 through 12/31/2022. Not to exceed: \$3,440.00

a. This has been one of our association memberships. Staff and board members attend their annual conference. This membership advocates for charters within the state, helps with charter renewal, and more.

Public Comments: None

Motion to: Approve

Made by: Pamela / Dr. Hillis

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

7. Review, Discussion, and Approval of the River Oaks Academy's 2022-2023 Track A and Track B School Calendars:

a. The 2022-2023 Track A Calendar

b. The 2022-2023 Track B Calendar

a) To continue with the planning for the 2022-2023 school year and the Summer Academy program, we need to submit the attached calendars to School Pathways and our business office.

Public Comments: None

Motion to: Approve

Made by: Benny / Dr. Hillis

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

8. Review, Discussion, and Approval of the Teacher Community Time Policy (to replace the previously adopted "Teacher led Classes/Workshop Policy")

a. After careful consideration and polling our teachers, we are submitting this new policy that is more equitable and reflects our current needs more accurately.

Public Comments: None

Motion to: Approve

Made by: Pamela / Dr. Hillis

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

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

Public Comments: None

Motion to: N/A

Made by: N/A

Motion is: N/A

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 7:43pm

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