

**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, March 3, 2022**  
**6:00 P.M**

**ZOOM MEETING**

Thursday, March 3-6:00 PM

[Join Zoom Meeting](#)

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Location:

<https://us02web.zoom.us/j/84075731899?pwd=dHN5M0x5NnFnMEJKWj1RC9zM3pPUT09>

Meeting ID: 840 7573 1899

Passcode: id4pGN

Regular Meeting Location

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

[www.riveroakscharter.com](http://www.riveroakscharter.com)

**MINUTES**

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**1. OFFICIAL OPENING OF THE MEETING 6:02 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	___✓___	_____
Vice-Chair: Dr. Michael Hillis	___✓___	_____
Treasurer: Benny Martinez	___✓___	_____
Secretary: Pamela Keller	___✓___	_____
Parliamentarian: Carrie VanAcker	___✓___	_____

**1. 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: Dr. Hillis / Benny*

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

*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.*

2. Emergency Additions to the Agenda
3. Approval of the Agenda for March 3, 2022

*Motion to: Approve*

*Made by: Pamela / Benny*

*Motion is: Carried 5-0-0; with Terri, Dr. Hillis, Pamela, Benny, 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 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)
4. Oxnard Report (2 min) *Can be found in the Board Mtg. binder*
5. Student Report – Informational (2 min)

6. SEL report—Informational (2min) *Can be found in the Board Mtg. binder*
7. Career Pathways Report – Informational (2 min) *Can be found in the Board Mtg. binder*
8. 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 February 3, 2022 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 following stipends:
  - a. Jennifer Anderson for her efforts and work to build our SEL program; \$5,000.00
  - b. Glenn Hening for his coordination of the ELPAC testing, the multiple days of mandatory trainings that he attends every year and the coordination to make sure that all our EL students get properly tested: \$5,000.

*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 2021-2022 2<sup>nd</sup> Interim Budget (Rudy).
  - a. Local agency governing boards are required to certify twice a year regarding their ability to meet their financial obligations for the remainder of the current fiscal year and for the subsequent two fiscal years, in accordance with Education Code Section 42131. The Second Interim Report covers the financial and budgetary status for the period ending January 31, 2022.

*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*

3. Review, Discussion, and Approval of the invoice from AccessIt, our annual license fee for our library system; not to exceed: \$650.00.
  - a. As we keep a library system to track our textbooks and materials that we check out to our families, this license fee allows us to use the system via the cloud and access it at both locations, Westlake and Oxnard.

*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*

4. Review, Discussion, and Approval of the following 22/23 calendars:
  - a. Office Assistant/Technology Specialist and Administrative Assistant
  - b. Revised Track B calendar (starting June 27 instead of July 1, 2022)

*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*

5. Review, Discussion, and Approval of the Independent Auditors' Report for the 2020-2021 (Rudy)
  - 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.

*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 administrator’s stipend for the Summer Academy at \$400/day (each) for the period of June 27-August 5, 2022.
  - a. The ROA Summer Academy starts on June 27-August 5, 2022. The ROA Summer Academy requires that an administrator will be on campus at all times and make sure that the program runs properly and daily questions are answered. This continues to be work above and beyond the administrator’s job description.

*Public Comments: Mr. Calasin suggested rewording this action item to align with payroll protocol  
 Motion to: Rephrase the item and agendaize it in April for action by the Board  
 Made by: Pamela / Benny  
 Motion is: The Board unanimously agreed that this item should be reworded, and agendaized for the April 7th, 2022 Board meeting.*

7. Review, Discussion, and Approval of the Agreement for the 2022-2023 school year with the Ventura County SELPA for OT services; not to exceed: \$17,280.00
  - a. ROA contracts with our local SELPA on the OT services for our special needs students. This is the renewal MOU for the upcoming school year.

*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*

## **8. CLOSED SESSION** *Entered closed session at 7:25pm*

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

“Confidential Student Enrollment Matter—Consideration of Potential Involuntary Removal; Case No.: 2021221”

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

## **9. OPEN SESSION ACTION ITEMS**

*The Board entered Open Session at 8:23pm, no further Action Items to discuss.*

*Public Comments: None  
 Motion to: The Board voted to approve the involuntary dismissal of the student in Case No. 2021221.  
 The Board voted unanimously.*

*Made by: Benny / Dr. Hillis  
 Motion is: Carried 5-0-0, with Terri, Dr. Hillis, Benny, Pamela and Carrie in favor*

## 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 Time: 8:26pm

### **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**