

**River Oaks Academy**  
REGULAR MEETING OF THE GOVERNING BOARD

**Thursday, October 7, 2021**

**ZOOM**

Join Zoom Meeting

<https://us02web.zoom.us/j/83525267200?pwd=SFNaNnVlVVZNYXAxb1h2aklNNklyZz09>

Meeting ID: 835 2526 7200

Passcode: r7762a

**6:00 p.m. NEW TIME**

**REGULAR MEETING LOCATION**

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

**2nd location:** (Board member: Benny Martinez)

Carmel Resort Inn  
Carpenter St & 1<sup>st</sup>  
Carmel by the Sea, California 93923

**MINUTES**

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**1. OFFICIAL OPENING OF THE MEETING**

1. Call to Order *6:05 pm*
2. Pledge of Allegiance
3. Roll Call and Acknowledgement of Guests

	<i>Present</i>	<i>Absent</i>
Chairwoman: Terri Childs	✓ _____	_____ _____
Vice Chair: Dr. Michael Hillis	✓ _____	_____ _____
Secretary: Pamela Keller	_____ _____	_____ ✓ _____
Treasurer: Benny Martinez	✓ _____	_____ _____
Parliamentarian: Open	_____ _____	_____ _____

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. Motion to Approve the Agenda for October 7, 2021

*Motion to: Dr. Hillis / Benny*

*Made by: Dr. Hillis / Benny*

*Motion is: Carried 3-0-0; with Terri, Benny, and Dr. Hillis in favor*

## **2. ORGANIZATIONAL**

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)
2. Parent Advisory Council (PAC) – Informational (10 min) *Report by Theresa Le*
3. Teacher’s Report – Informational (10 min) *Report available in Board Mtg. binder*
4. Oxnard Resource Center Report—Informational (10 min) *Report available in Board Mtg. binder*
5. Student/Parent Report – Informational (10 min)
6. Career Pathways Report – Informational (10 min) *Report available in Board Mtg. binder*
7. High School Guidance Counselor Report—Informational (10 min) *Report by Richard Intlekofer*

## **5. REPORTS**

1. Chairman’s Report
2. Individual Board Member Report
3. Director’s Report
4. Director’s Report on Local Indicators for California DashBoard
5. BSA Report
6. 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 September 2, 2021

## Board Meeting.

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: Dr. Hillis / Benny*

*Motion is: Carried 3-0-0; with Terri, Benny, and Dr. Hillis in favor*

## 7. ACTION ITEMS

1. Review, Discussion, and Approval of Addendum B to the ROA Bylaws. Board Members new positions for the 2021-2022 school year and an updated list of Board Members.
  - a) As per the board discussion at the September 2, 2021 Board meeting, the Board's new positions were established for the 2021-2022 school year.

*Public Comments: None*

*Motion to: Approve*

*Made by: Benny / Dr. Hillis*

*Motion is: Carried 3-0-0; with Terri, Benny, and Dr. Hillis in favor*

2. Review, Discussion, and Approval of Vice-Chair Jennifer Daugherty's resignation of her Board Position #2 as per her resignation email, dated September 1, 2021.

*Public Comments: None*

*Motion to: Approve*

*Made by: Benny / Dr. Hillis*

*Motion is: Carried 3-0-0; with Terri, Benny, and Dr. Hillis in favor*

3. Review, Discussion, and Approval of Mrs. Carrie Van Acker, who was nominated by ROA parents for Board Position #2, which is a parent nominated and board approved position per the ROA Bylaws.
  - a) Board Position #2 is a parent nominated position that needs to be Board approved. This position has been recently vacated. See Action Item # 2.

*Public Comments: None*

*Motion to: Approve*

*Made by: Dr. Hillis / Benny*

*Motion is: Carried 3-0-0; with Terri, Benny, and Dr. Hillis in favor*

4. Review, Discussion, and Approval to renew our subscription to Mango Languages for 10/1/2021-9/30/2022; not to exceed: \$1,653.75

- a) We use Mango Languages as one of our platforms to allow students to learn a language.

*Public Comments: None*

*Motion to: Approve*

*Made by: Dr. Hillis / Benny*

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

- 5. Review, Discussion, and Approval to enhance our WiFi support throughout our Westlake facility and to purchase 11 Ubiquity Professional level access points; not to exceed: \$5,500.00

- b) These access points help strengthen our WiFi network throughout our facility. Due to excessive use and aging equipment, we had very spotty reception, which is not conducive to teaching virtually.

*Public Comments: None*

*Motion to: Approve*

*Made by: Benny / Dr. Hillis*

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

- 6. Review, Discussion, and Approval of the following policies:

- a) COVID-19 Employee Proof of Vaccination & Testing Policy

- (1) to ensure compliance with the California “State Public Health Officer Order of August 11, 2021”

- b) Revised Promotion Policy

- (1) This policy has been revised by our legal team at YMC to reflect the concerns that were expressed at the September board meeting and has added language to reflect that

- c) Revised Independent Study Policy

- (1) Our legal team revised this policy again to reflect the “clean-up” language in AB167. This policy is now fully updated and reflects the language in both, AB130 and 167 as per our legal team at YMC

*Each policy was discussed individually before approvals.*

*Public Comments: None*

*Motion to: Approve*

*Made by: Dr. Hillis / Benny*

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

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

212200059	Educational Facilitator #25
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*Public Comments: None*

*Motion to: Approve*

*Made by: Benny / Dr. Hillis*

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

8. Review, Discussion, and Approval of the revised agreement for OT services provided through our SELPA. The new agreement is not to exceed: \$16,320, which is an additional \$4,080 from the previously approved contract.

c) The VC SELPA is providing the OT service provider for ROA students who have OT services on their IEPs. While we anticipated the hours based on last year’s needs, we realized that we have more students requiring OT services and needed to increase the contracted hours, so the SELPA would have a provider available to render them. The revised agreement adds one additional hour of service per week (the previous one contracted 3 hours of services/week, while the new one moves to 4 hours/week).

*Public Comments: None*

*Motion to: Approve*

*Made by: Dr. Hillis / Benny*

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

## **2) 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.

## **3) OPEN SESSION ACTION ITEMS**

None

## **4) 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.*

## **5) ADJOURNMENT:** Time: *6:55 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