

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

**Thursday, May 5, 2022**  
**6:00 p.m.**

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.

**HELD VIA ZOOM:**  
**Join Zoom Meeting**

Join Zoom Meeting  
<https://us02web.zoom.us/j/86488659796?pwd=VUttZ1dWM0R4ZEVJTDYxWjRkWjdRUT09>

Meeting ID: 864 8865 9796  
Passcode: G8sfXX

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 6:00pm**

- 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	— ✓ —	—
<i>Pamela joined the meeting at 7:04pm</i>		
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: Dr. Hillis / Benny*

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

5. Mission Statement - Mission Statement - 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.*

6. Emergency Additions to the Agenda

7. Approval of the Agenda for May 5, 2022

*Motion to: Approve*

*Made by: Dr. Hillis / Benny*

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

## **2) ORGANIZATIONAL**

### **3) PUBLIC HEARING: 2022-2023 LOCAL CONTROL**

**ACCOUNTABILITY PLAN** *Maria Montagne gave LCAP update*

*Entered into Public Hearing at 6:05pm*

*Public Hearing concluded at 6:20pm*

### **4) 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.*

### **5) 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) *Benny gave Budget Committee report. Budget will be updated at June Board meeting.*
2. Parent Advisory Council (PAC) – Informational (5 min) *PAC report from Teresa Le*
3. Teacher’s Report – Informational (5 min) *Report available in Board binder*
4. Oxnard Report (5 min) *Report available in Board binder*
5. Student Report – Informational (5 min)
6. Career Pathways Report – Informational (5 min)
7. High School Guidance Counselor—Informational (5 min) *Richard Intlekofer gave report*

## 6) REPORTS

1. Board Chairperson's Report
2. Individual Board Member Report
3. Director's Report
4. BSA Report
5. VCOE Report

## 7) 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 April 7, 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

*Public Comments: None*

*Motion to: Approve*

*Made by: Benny / Pamela*

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

## 8) ACTION ITEMS

1. Review, Discussion, and Approval of the Independent Auditors' Report for the year ended June 30, 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: Pamela / Benny*

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

2. Review, Discussion, and Approval of the renewal of the APlus membership for the 22-23 school year; not to exceed: \$7,750.00.
  - a) APlus is the Personalized Learning Organization to which we belong. We believe that this organization has been of incredible support with all the political events that are happening surrounding charter schools. The CEO, Jeff Rice, has been informing us regularly on all the new issues creeping up at the state level. Our membership to this organization is invaluable.

*Public Comments: None*

*Motion to: Approve*

*Made by: Dr. Hillis / Pamela*

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

3. Review, Discussion, and Approval to waive the SB 740 Requirement to spend 80% of the 2021-2022 Revenues for Instructional/Instructional support due to the uncertainty of future State revenues caused by the COVID-19 crisis (Rudy).

*Public Comments: None*

*Motion to: Approve*

*Made by: Benny / Dr. Hillis*

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

4. Review, Discussion, and Approval of a stipend for Kathy Jackson and Leslie Maple to organize, review and coordinate replacement of curriculum; inventory shelves; file portfolios at the offsite storage unit; organize STEM materials; check and print answer keys for a variety of textbooks and assessments; work on NGSS (science) syllabi; etc. after the school year ends at both sites, Westlake and Oxnard. Anticipated time needed: 2 weeks. Not to exceed \$2,500.00 each.

*Public Comments: None*

*Motion to: Approve*

*Made by: Pamela / Dr. Hillis*

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

5. Review, Discussion and Approval of the purchase of the following materials to replace and replenish our supplies for our families; not to exceed: \$16,032.64

Rainbow Resources: Science	\$15,093.84
Evan-Moor: Science	\$ 539.80
Moby Max: All subjects, on-line	\$ 399.00

*Public Comments: None*

*Motion to: Approve*

*Made by: Benny / Pamela*

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

6. Review, Discussion and Approval of the following service quotes with School Pathways; **\$10,908.65** for the Calpads consulting Service Package and **\$22,761.27** for the services listed below for a total of **\$33,669.92** for the period of July 1, 2022-June 30, 2023.

- a) Software Subscription 1 School
- b) ParentSquare Bridge - Software Subscription 1 School
- c) PLS - Software Subscription 317 Student
- d) PLSIS - Software Subscription 317 Student
- e) RegOnline - Software Subscription 317 Student
- f) SEDS Export Bridge - Software Subscription 1 School
- g) SEDS Import Bridge - Software Subscription 1 School

## h) SPArchiving - Software Subscription 317 Student

*Public Comments: None*

*Motion to: Approve*

*Made by: Dr. Hillis / Carrie*

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

7. Review, Discussion, and Approval of the Board Retreat date set to be on Saturday, September 24, 2022 from about 9:30-3:30.

*Public Comments: None*

*Motion to: Approve*

*Made by: Pamela / Benny*

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

8. Review, Discussion, and Approval of the quote for additional tenant improvements to install approx. 171ft x 4/5-foot wall extensions on top of existing office and classroom walls and install insulation at our Oxnard facility to help make the facility more sound proof. Cost is approximated at \$59,838.00.

- a) This cost has an approximation for plans, engineering and permits as well as a contingency budget. We will be properly permitting this through the City of Oxnard and due to the heavy permitting delays, we will be proceeding with the walls being left open for inspection and finalized after the inspections have been completed. The anticipated start date is the end of May/beginning of June.

*Public Comments: None*

*Motion to: Approve*

*Made by: Pamela / Dr. Hillis*

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

9. Review, Discussion, and Approval of the new ROA Assessment Requirement Policy.

- a) This policy is requiring that parents agree that if they choose to opt out of the state-mandated assessment, they will be agreeing to have their child take the ROA selected local assessment at the ROA facility. They further agree that students who do not take this local assessment may lose their spot at ROA and that they will be subject to the MAR procedures per our MAR policy.

*Public Comments: None*

*Motion to: Approve*

*Made by: Pamela / Dr. Hillis*

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

10. Review, Discussion, and Approval of the VCOE courier service 2022-2023 cost for River Oaks; not to exceed \$3,111.00.

- a) We use the courier weekly to have mail, etc. transported between the County and other districts as necessary.

*Public Comments: None*

*Motion to: Approve*

*Made by: Benny / Dr. Hillis*

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

**8. CLOSED SESSION** *Open session ended at 7:40pm*  
*Entered closed session at 7:46pm*

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

1. Public Employment
  - a) Title: Director Evaluation
2. Conference with Legal Counsel-Existing Litigation  
(Gov. Code § 54956.9(d)(1).)  
Name of Case: OAH Case No.: 2022040114

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

*No action taken during Closed Session*

**10. OPEN SESSION ACTION ITEMS** *Returned to Open Session at 8:51pm*

*Public Comments:*

*Motion to:*

*Made by:*

*Motion is:*

**11. 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.*

**12. ADJOURNMENT** *8:52pm*

**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**