

River Oaks Academy
REGULAR MEETING OF THE GOVERNING BOARD

Thursday, August 11, 2022

6:00 PM

REGULAR MEETING LOCATION

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

Join Zoom Meeting
<https://us02web.zoom.us/j/86443210913?pwd=L1ZjTkZQclo4NDBxOFBoTHhkVFIrQT09>
Meeting ID: 864 4321 0913
Passcode: Q96q3C

MINUTES 6:00pm

1. OFFICIAL OPENING OF THE MEETING

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	__ ✓ __	_____
Board Member: Martha Mata	__ ✓ __	_____
Treasurer: Benny Martinez	__ ✓ __	_____
Parliamentarian: Carrie Van Acker	__ ✓ __	_____

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 / Martha

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

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 August 11, 2022

Motion to: Approve

Made by: Dr. Hillis / Benny

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

2. ORGANIZATIONAL

- a. 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
2. Parent Advisory Council (PAC) – Informational
3. Teacher’s Report (Leslie) – Informational *Report available in Board Packet*
4. Operations Report (Nick)—Informational *Report available in Board Packet*
5. Academics Report (Maria) – Informational *Report available in Board Packet*
6. Student Report – Informational
7. Career Pathways Report – Informational
8. High School Guidance Counselor Report—Informational

5. REPORTS

1. President’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 June 2, 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

Motion to: Approve

Made by: Dr. Hillis / Carrie

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

7. ACTION ITEMS

1. Review, Discussion, and Ratification of the Agreement with “because I said I would” organization, which will include access to a year of lessons, volunteer ideas and support, four live webinars with Alex (once a quarter) that any of our staff can join for free, as well as many other resources. Not to exceed: \$1,000.00
 - (a) The head of this organization was the keynote speaker at the most recent CCSA conference. This organization is a social movement and nonprofit organization that is dedicated to the betterment of humanity through promises made and kept. They are changing lives through character development programs, volunteer projects in partnership with schools, juvenile detention centers, prisons and communities. We believe that is one step towards the board’s recommendation and suggestion to help the greater ROA community work towards the “Greater Good” of the entire community.

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis / Carrie

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

2. Review, Discussion, and Ratification of the following positions:

222300001	Educational Facilitator #26
222310011	Educational Facilitator #27
222310009	Tutor #9

222310010	Tutor #10
222310011	Tutor #11
22230001	Office Assistant (Oxnard)

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis / Carrie

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

3. Review, Discussion, and Ratification of the renewal of our storage unit lease with SoCal Self Storage—Westoaks; not to exceed \$4,862.00 for the period of August 1, 2022-July 30, 2023.
 - a. With a prepayment of the entire invoice, we do receive the 12th month free of charge.

Public Comments: None

Motion to: Approve

Made by: Martha / Dr. Hillis

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

4. Review, Discussion, and Approval of the 2022-2023 contract for Escape Financial and Payroll/Personnel System provided by the Ventura County Office of Education @ \$12.00 per ADA Factor not to exceed \$5,027.00.

Public Comments: None

Motion to: Approve

Made by: Benny / Martha

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

5. Review, Discussion, and Approval of the YMC revised
 - a. Student Handbook
 - b. Independent Study Policy
 - c. Uniform Complaint Policy

Public Comments: None

Motion to: Approve

Made by: Benny / Martha

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

6. Review, Discussion, and Ratification of the contract with Antonio Mendoza for the sanitization of our offices at Westlake 3/week through the end of the 22/23 school year. Not to exceed: \$6,500.00

Public Comments: None

Motion to: Approve

Made by: Martha / Carrie

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

7. Review, Discussion, and Approval of the following parent speaker presenters for the fall semester 2022:
- a. Bonnie Vandenburg; Certified Parent Educator; not to exceed \$200.00
 - b. Jennifer Mundy, LMFT; not to exceed \$200.00
 - c. Bette Alkazin, LMFT; not to exceed \$200.00

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis / Carrie

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

8. Review, Discussion, and Approval of the 2022 Fall Agreements between River Oaks Academy and the Enrichment Workshop Vendors (both Resource Centers). Workshops start the week of September 21 and will run for 10 weeks.

- a. Ben Pfister, DBA Beyond the Toolbox \$7,410.00
 - b. Create Studio Fun \$6,300.00
 - c. Jon Bernstein \$2,900.00
 - d. Lanterns Global \$3,825.00
 - e. Marcos Moscat, DBA 123 Rock \$5,850.00
 - f. Michael Voogd, DBA VoogDesigns \$5,400.00
 - g. Parker Anderson \$12,000.00
 - h. Shakespeare Kids \$21,375.00
 - i. Simple Touch \$4,800.00
 - j. The Human Nature Center \$10,500.00
 - k. Train Goat Gainz \$11,005.00
 - l. Wonderland Stage & Screen \$2,400.00
- TOTAL \$ 93,765.00

Public Comments: None

Motion to: Approve

Made by: Martha / Carrie

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

9. Review, Discussion, and Approval of the 2022-2023 Agreement with Polli Vlasic for Vision and Hearing Screenings, starting August 2022 through May 2023, not to exceed: \$1,600.00

Public Comments: None

Motion to: Approve

Made by: Benny / Martha

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

10. Review, Discussion, and Approval of the 2022-2023 Agreement with Cody Evans, Computer Consultant and IT support for 100 hours for the school year; not to exceed: \$5,100.00

- a. Cody is our outside consultant and has been helping us with updating our computers, our phone system and general IT and technology tasks.

Public Comments: None

Motion to: Approve

Made by: Martha / Carrie

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

11. Review, Discussion, and Approval of the renewal of our CCSA membership for the 22/23 school year; not to exceed: \$4,300.00

- a. This is our annual membership for the California Charter School Association

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis / Martha

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

12. Review, Discussion, and Ratification of the carpet steaming and vinyl floor cleaning at our Westlake facility (both Suite X and Y); not to exceed: \$2,000.00

- a. We need to get our floors cleaned before we start up with the 22/23 school year. We have not done this for the last couple of years.

Public Comments: None

Motion to: Approve

Made by: Dr. Hillis / Benny

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

13. Review, Discussion, and Approval to offer our students FLEX classes from the Outschool platform again; not to exceed: \$3,000.00

- a. Outschool is a very popular platform where students can choose from a variety of virtual classes and workshops. We offer their “FLEX” classes, which allow students to sign up for a class and watch it at their convenience. Outschool offers over 140,000 classes in all subject matters.

Public Comments: None

Motion to: Approve

Made by: Martha / Dr. Hillis

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

14. Review, Discussion, and Approval of the revised salary schedule for ROA staff for the 22/23 school year reflecting a 9% COLA (Rudy).
 - a. The Budget Trailer Bill has approved an over 12% COLA. After discussion with the BSA (Rudy), we feel comfortable extending a 9% COLA to staff for the 22/23 school year to help offset the current rate of inflation.

Public Comments: None

Motion to: Approve

Made by: Martha / Dr. Hillis

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

9. 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.

10. OPEN SESSION ACTION ITEMS

None

11. 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.

12. ADJOURNMENT: Time: **7:47pm**

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