

River Oaks Academy
REGULAR MEETING OF THE GOVERNING BOARD

Thursday, September 1, 2022

Join Zoom Meeting

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Meeting ID: 849 8507

5809 Passcode: 1g2JfH

6:00 PM NEW TIME

REGULAR MEETING LOCATION

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

MINUTES

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	___✓___	_____
Board Member: Martha Mata	___✓___	_____
Treasurer: Benny Martinez <i>joined at 6:57pm</i>	___✓___	_____
Parliamentarian: Carrie VanAcker	___✓___	_____

4. Board Action Item:

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: Martha / Carrie

Motion is: Carried 3-0-0; with Dr. Hillis, Carrie, and Martha in favor

5. 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.*
6. Emergency Additions to the Agenda
7. Motion to Approve the Agenda for September 1, 2022

Motion to: Approve

Made by: Martha / Carrie

Motion is: Carried 3-0-0; with Dr. Hillis, Carrie, and Martha 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
2. Parent Advisory Council (PAC) – Informational
3. Teacher’s Report (Leslie) – Informational
4. Operations Report (Nick)—Informational
5. Academics Report (Maria) – Informational
6. Student Report – Informational
7. Career Pathways Report – Informational
8. High School Guidance Counselor Report—Informational

5. REPORTS

1. Chairman’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 Minutes for the August 11, 2022 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
5. PAC Transaction Detail Report

Motion to: Approve

Made by: Carrie / Martha

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

7. ACTION ITEMS

1. Review, Discussion, and Approval of the 2021-2022 ROA Unaudited Actuals Financial Budget and Report (Rudy).
 - a) Per Education Code 42100, Charter schools are required to submit the year-end financial data (unaudited actuals financial reports) to the CDE via authorizing agency, either in the SACS format or in the approved Alternative Form. The unaudited actuals financial reports submitted as required by Education Code Section 42100 have been deemed to also satisfy the reporting requirement of Education Code Section 47604.33.

Public Comments: None

Motion to: Approve

Made by: Carrie / Martha

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

2. Review, Discussion, and Approval of the 2022-23 Consolidated Application—Spring Release. (Rudy).
 - a) The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various federal programs to county offices, school districts, and direct-funded charter schools throughout California. Annually, from mid-May to the end of June, each local educational agency (LEA), using the Consolidated Application and Reporting System (CARS), submits the spring release of the ConApp. The spring release documents participation in these programs and provides assurances that the LEA will comply with the legal requirements of each program.

Public Comments: None

Motion to: Approve

Made by: Martha / Carrie

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

3. Review, Discussion, and Approval of the 2021-2022 Prop 30 Report Plan (Rudy)
 - a) Rudy will discuss the actual spending plan for Prop 30.

Public Comments: None

Motion to: Approve

Made by: Martha / Carrie

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

4. Review, Discussion, and Approval of the Lactation Accommodation Policy.
 - a) As of January 1, 2020, California law requires that employers develop and implement a lactation accommodation policy. This policy has been provided to us by our HR support through CharterSafe.

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

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

5. Review, Discussion, and Approval of YMC revised Employee Handbook.
 - a) Our legal team has reviewed and updated our Employee Handbook.

Public Comments: None

Motion to: Approve

Made by: Benny / Carrie

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

6. Review, Discussion, and Approval of the quote Tutor Me Education to render 1,000 hours of 1-1 high-dosage tutoring for our students. Not to exceed: \$65,000.00
 - a) Due to staffing shortages and the ideal structure of the Tutor Me Education program, with tutors available in all subject areas, we believe that it would be beneficial to offer these services to our students who need additional academic support on a regular basis due (in part) to the absence of support at home and to ensure regular academic structure and quality instruction for students who scored below “Standards Met” on the CAASPP.

Public Comments: None

Motion to: Approve

Made by: Martha / Carrie

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

7. Review, Discussion, and Approval the quote by MagmaMath for a one-year subscription for 150 students; not to exceed: \$2,250.00

a) Magma Math is a digital math platform that leverages handwritten solutions, allowing students to creatively express all of their work, which is shared with teachers in real time. Educators are empowered with quantitative and qualitative data to employ equitable and inclusive instructional practices through formative assessments and differentiated instruction. ROA would like to use MagmaMath for student support in math.

Public Comments: None

Motion to: Approve

Made by: Martha / Carrie

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

8. Review, Discussion, and Approval the following vendor contracts for our Fall 2022 workshops:
- a) Code with Us; Software Development with Python class and a Web Design Class; not to exceed: \$2,375.00
 - b) Lanterns Global; El Jardin; Spanish Immersion outdoor learning; not to exceed: \$5,750

Public Comments: None

Motion to: Approve

Made by: Martha / Carrie

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

9. Review, Discussion, and Approval of the quote from “imagine learning” for 15 eDynamic Elective Licenses; not to exceed \$1,485.00
- a) These licenses are used for our high school students who choose to take a virtual elective class.

Public Comments: None

Motion to: Approve

Made by: Martha / Carrie

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

10. Review, Discussion, and Approval of the Occupational Therapy Services 2022-2023 Agreement Amendment; not to exceed: \$21,510.00
- a) Due to increased need of OT services during the 22-23 school year, our initial agreement with our SELPA, which reflected 4 hours of services/week had to be updated to 5 hours/week. Which increases the cost to \$21,510.00 for the 22/23 year from the previous agreement, which estimated the cost to be \$17,280.00 (for a difference of an additional \$4,230.00) for anticipated OT services for the school year.

Public Comments: None

Motion to: Approve

Made by: Martha / Carrie

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

11. Review, Discussion, and Ratification of the contract with Cortica Behavioral Health Inc., for ABA (behavior intervention) services. Services will be at \$70/hour for direct support and at \$135/hour for supervision. Hours of services required will depend on hours listed in the student's IEP.
 - a) We need to contract with this agency for services for one of our SPED students.

Public Comments: None

Motion to: Approve

Made by: Martha / Carrie

Motion is: Carried 4-0-0; with Dr. Hillis, Benny, Carrie, and Martha 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

None

10. 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.

11. ADJOURNMENT: Time: *7:34pm*

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