

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

**Thursday, November 3, 2022**  
**6:00 p.m. NEW TIME**  
River Oaks Academy  
**920 Hampshire Road, Suite X**  
**Westlake Village, CA 91361**

**Zoom Information**

<https://us02web.zoom.us/j/87134186326?pwd=dmhSNU1lQWoraDR0VENCYUpZWnBEUT09>

Meeting ID: 871 3418 6326  
Passcode: ZLWS7A

**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>
Chairwoman: Terri Childs	— ✓ —	— — —
Vice Chair: Dr. Michael Hillis	— ✓ —	— — —
Parliamentarian: Martha Mata	— ✓ —	— — —
Treasurer: Benny Martinez	— ✓ —	— — —
Secretary: 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 / Benny*

*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. Approval of the Agenda for November 3, 2022

*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*

## **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 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.*

- a. Budget Committee – Informational
- b. Parent Advisory Council (PAC-Teresa) – Informational
- c. Teacher’s Report (Leslie) – Informational
- d. Operations Report (Nick)—Informational
- e. Academics Report (Maria)—Informational
- f. Student Report – Informational
- g. Career Pathways Report (Kathy) – Informational
- h. High School Guidance Counselor Report (Richard/Moira)—Informational

## **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.*

- a. Consideration to approve the Minutes for the October 6, 2022 Board Meeting
- b. Consideration to approve the ROA Financial Statement
- c. Consideration to approve the ROA Board Report of Purchase Orders
- d. Consideration to approve the ROA Board Report of Commercial Checks
- e. Consideration to approve the ROA PAC Transaction Detail Report
- f. Consideration to approve the Teacher Consent Form to be signed annually by all staff who teach outside of their credential authorization.

*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*

## 7) ACTION ITEMS

1. Review, Discussion, and Approval of the renewal of our subscription to “Mathseeds” for 35 licenses from 11/21/2022-11/20/2023; not to exceed \$402.50
  - a. Mathseeds is a comprehensive online mathematics program for young students. It offers a full range of carefully structured lessons and activities that build math skills. ROA uses this program as an additional support that we offer to our families.

*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*

2. Review, Discussion, and Approval of the renewal Invoice from ParentSquare for our annual subscription from 11/15/2022-11/14/2023; not to exceed \$2,500.00
  - a. This invoice is for our communication platform called ParentSquare, which we use regularly to inform parents of happenings at ROA.

*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*

3. Review, Discussion, and Approval of the following speakers for our Family Speaker Series:

- a. January presenter: Shoshonna Wheeler, Certified Parent Educator; not to exceed: \$200.00
- b. February presenter: Leina Ball; stipend not to exceed: \$200.00
- c. March presenter: Darlynn Childress, Parent Transformation Coach; not to exceed: \$200.00
- d. April presenter: Bonnie Vandenburg, Certified Parent Educator; not to exceed \$200.00
- e. May presenter: Lauren Ramirez, LMFT; not to exceed \$200.00

*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*

4. Review, Discussion, and Approval of the renewal of our workshop scheduling platform, Sawyer. Not to exceed \$2,200 for an annual subscription
  - a. We have used this system to help with the scheduling for our families who are signing up their students for workshops. This renewal will be from December 2022-November 2023.

*Public Comments: None*

*Motion to: Approve*

*Made by: Martha / Benny*

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

5. Review, Discussion, and Approval of the 2023-2024 School Calendar for Track A
  - a. The calendar for Track A will form the basis for all the other calendars.

*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 Approval of the 2023-2024 Board Meeting Dates:
  - a. August 3
  - b. September 7
  - c. October 5
  - d. November 2
  - e. December 7
  - f. January 11
  - g. February 1
  - h. March 7
  - i. April 11

- j. May 2
- k. June 6

*Public Comments: None*

*Motion to: Approve*

*Made by: Carrie / Dr. Hillis*

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

- 7. Review, Discussion, and Approval of the Edjoin Account through San Joaquin County Office of Education; for our account; not to exceed \$1,200.00.
  - a. We use Edjoin for any staff openings that we need to fill. This is a one year agreement.

*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*

## **9) CLOSED SESSION**

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

N/A

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

## **10) OPEN SESSION ACTION ITEMS**

N/A

*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 7:13 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**