

River Oaks Academy
REGULAR MEETING OF THE GOVERNING BOARD

Thursday, April 6, 2023
6:00 p.m.
Meeting held in Person

Zoom info for audience :
Join Zoom Meeting

<https://us02web.zoom.us/j/88205533507?pwd=ZW5CL3cyMDgvcFR3L2FPREhmYS83dz09>

Meeting ID: 882 0553 3507
Passcode: hEEc0W

Regular Meeting Location
River Oaks Academy
920 Hampshire Rd. 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	— ✓ —	— — —
Treasurer: Benny Martinez	— ✓ —	— — —
Secretary: Carrie VanAcker	— ✓ —	— — —
Parliamentarian: Martha Mata	— ✓ —	— — —

Pursuant to AB 2449, Benny Martinez is participating remotely for just cause due to travel issues.

- 1. 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.*
- 2. Emergency Additions to the Agenda
- 3. Approval of the Agenda for April 6, 2023

Motion to: Approve

Made by: Benny / 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 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-Teresa) – Informational **Teresa will be stepping down at the end of the school year**
3. Teacher’s Report (Leslie) – Informational
4. Oxnard/Operational Report (Maria) – Informational
5. Academics Report (Maria) – Informational
6. Student Report – Informational
7. Career Pathways Report (Kathy) -- Informational
8. High School Guidance Counselor Report (Richard/Moira) -- Informational

5) REPORTS

1. Board Chairperson’s Report **request that next meeting be held in Oxnard**
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 March 2, 2023 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

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

7) ACTION ITEMS

1. Review, Discussion, and Approval of the renewal of our membership with the CSDC (Charter School Development Center) from April 23, 2023 through April 22, 2024. Not to exceed: \$1,020.00
 - a. We are a member of this organization which supports charter schools within the State of California.

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. Review, Discussion, and Ratification to add another part-time resource teacher to help with the student load in our SPED department.
 - a. Employee 22231004 SPED resource teacher

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

3. Review, Discussion, and Approval of the Variable Term Waiver (WV-1 Form) for Qualified Educators for a Speech Therapist.
 - a. The River Oaks Academy Board approves this declaration declaring and certifying that there are an insufficient number of certificated persons who meet the school's specified employment criteria for the position listed above.

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 of approving the Variable Term Waiver for Randi Zabriski, for the remainder of school year 2022-2023, grades K-12, for Speech and Language Pathology.

4. Review, Discussion, and Approval of the following two documents from CliftonLarsonAllen LLP, our auditors: (Rudy)
 - a. Master Services Agreement
 - b. Statement of Work-Auditing Services, dated March 23, 2023

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

5. Review, Discussion, and Approval of the Independent Auditors' Report for the year ending June 30, 2022. (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: Martha / Dr. Hillis

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

6. Review, Discussion, and Approval of the Agreement for Business Services between the *The Ventura County Schools Business Services Authority* and ROA; July 1, 2023-June 30, 2024.
- a) This is our agreement for the services that the BSA (Rudy) renders.

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

7. Review, Discussion and Approval of the following service quotes with School Pathways; **\$11,454.08** for the Calpads consulting Service Package and **\$26,586.34** for the services listed below for a total of **\$38,040.42** for the period of July 1, 2023-June 30, 2024.

SaaS Subscriptions	Quantity	Unit	Unit Price	Fee
PLS Annual Subscription	344	Student	\$41.26	\$14,193.44
SIS Annual Subscription	344	Student	\$20.34	\$6,996.96
RegOnline Annual Subscription	344	Student	\$2.72	\$935.68
SPArchiving Annual Subscription	344	Student	\$5.68	\$1,953.92
Barcode Attendance Annual Subscription	1	School	\$787.50	\$787.50
Global Data Bridge Annual Subscription	1	School	\$428.71	\$429.71
ParentSquare Bridge Annual Subscription	1	School	\$429.71	\$429.71

SEDS Import Bridge Annual Subscription	1	School	\$429.91	\$429.71
SEIS Export Bridge Annual Subscription	1	School	\$429.71	\$429.71
CALPADS Support Package	1	School	\$11,454.08	\$11,454.08
Total Annual Fees:				\$38,040.42

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

8. Review, Discussion, and Approval of renewal of our membership to the APlus++ Personalized Learning Organization; not to exceed: \$7,750.00

a. This is our renewal for our membership from July 1, 2023 to June 30, 2024.

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. Review, Discussion and Approval for web services by Beehively Web Services. Not to exceed: \$3,500 activation fee and \$350 maintenance fee. The contract will be from June 1, 2023 to May 31, 2026.

Services include:

- a) Custom design
- b) Domain management
- c) Implementation
- d) Support via email and 888 number
- e) Ongoing maintenance

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

10. Review, Discussion, and Approval of the following stipends for teacher special assignments:

- a. The stipends below are based on a formula that we used, which differentiates between a variety of different special assignments that our teachers took upon themselves, such as: teaching workshop classes (10-weeks long); teaching semester classes/labs (for the entire fall semester); teachers taking on extra students (to help out with students assigned to a teacher who was out on leave). The

details of the teacher stipend for each special assignment are listed in the attachment in the board packet.

Employee	Amount
Anderson, Jennifer	\$1,500.00
Anka, Alicia	\$750.00
Anka, Alicia	\$750.00
Anka, Alicia	\$750.00
Anka, Alicia	\$124.00
Ball, Leina	\$750.00
Ball, Leina	\$750.00
Ball, Leina	\$750.00
Ball, Leina	\$2,100.00
Ball, Leina	\$750.00
Hening, Glenn	\$750.00
Jaronczyk, Elyse	\$2,100.00
McGuire, Sara	\$750.00
Quartararo, Lisa	\$1,116.00
Russell, Karina	\$868.00
Russell, Karina	\$2,100.00
Total	\$16,658.00

Public Comments: None

Motion to: Approve

Made by: Carrie / Martha

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

8) CLOSED SESSION *Open Session ended at 7:03pm, Closed Session began at 7:04pm*

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

1. Public Employment
 - a) PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Gov. Code section 54957(b).)
 - b) Title: Director Evaluation

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

*No action taken during Closed Session. Closed Session ended at 8:10pm
Open Session readjourned at 8:10pm*

9) OPEN SESSION ACTION ITEMS *None*

Public Comments:

Motion to:

Made by:

Motion is:

10) 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.

11) ADJOURNMENT *8:11pm*

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