



CHARTER COUNCIL MINUTES

Wednesday, September 18, 2019 – 6:00 PM – Faculty Lounge

Charter Council Members	<i>President</i>	<i>Amy Nelson</i>	<i>Present</i>
	<i>Vice President</i>	<i>Tim Mitchell</i>	<i>Present</i>
	<i>Secretary</i>	<i>Jessica Lee</i>	<i>Absent</i>
	<i>Member</i>	<i>John Bailey</i>	<i>Present</i>
	<i>Member</i>	<i>Rosie Gonzalez</i>	<i>Present</i>
<i>Administrator, Ex-officio</i>		<i>Jeanne Yttreiness</i>	<i>Present</i>
<i>Business Manager</i>		<i>Lisa Strom</i>	<i>Absent</i>
<i>Faculty Representative</i>		<i>Kris Mize</i>	<i>Absent</i>
<i>Parent Representative</i>			<i>Absent</i>

1. OPENING ITEMS

- 1.1.** Call to Order - *Amy called the meeting to order at 6:05 pm.*
- 1.2.** Roll Call - *Amy Nelson, Rosie Gonzales, Tim Mitchell, Jeanne Yttreiness, John Bailey arrived at 6:10pm.*
- 1.3.** Welcome Mrs. Y – *Amy welcomed Ms. Y to her first Charter Council meeting and expressed her gratitude to Mrs. Y for serving as the Interim Principal/Superintendent. Mrs. Y spoke about her excitement to be at River Oak.*

2. APPROVAL OF AGENDA AND MINUTES

- 2.1.** Approval of Agenda – September 18, 2019 – *Three revisions to the agenda: item 2.3, 6.1, and 6.2 were removed. Tim motions to approve. Rosie seconds. Passes 3-0.*
- 2.2.** Approval of Minutes – June 18, 2019 – *Tim motions to approve. Amy seconds. Passes 3-0.*

3. COMMUNICATIONS

- 3.1.** Public Comment for Items NOT on Agenda – *Jenn Douthit spoke on behalf of the volleyball team. Thirty-two students tired out for the team. All were accepted but ended up with 30 players that will be split into three teams. Being the first year, players needed jerseys. Jenn personally paid for the jerseys and is asking for River Oak to support the volleyball team and secure a budget for supplies and equipment. Mendocino Youth Project and North American Organics donated funds for equipment. The team will continue to fundraise for equipment.*
- 3.2.** Public Comment for Items ON Agenda - *None.*

4. INFORMATIONAL REPORTS

- 4.1.** Parent Council Report - *No representative.*
- 4.2.** Faculty Council Report – *Mrs. Y shared a written report prepared by Kris Mize. Pastels is this coming weekend. Still in need of artists. CAASPP scores were reviewed with Mrs. Y. Breakout groups will be formed to focus on each area and address areas of concern. Sixth grade will receive extra assistance from an aide to facilitate small group remediation. Faculty are involved*



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in a class study of the third grade. Intention is to continue to lift the students towards their better selves and assist the teacher and aide. Working on brainstorming grant ideas. There are two first grade parents who are willing to help write grants. Festival of Courage is coming up. Class seven went to Ashland; class five went to Woodlands; and class six will travel to Lassen next week.

5. **CONSENT AGENDA** *John motions to approve the consent agenda. Rosie seconded. Passes 4-0. Mrs. Y expressed her gratitude to Amy Jirout for going above and beyond her duties as Food Service Director.*
 - 5.1. Approval to hire Lilly Mayfield for Instructional Aide
 - 5.2. Approval to hire Nettie Walton for Instructional Aide
 - 5.3. Approval to hire Amy Jirout for Food Service Director
 - 5.4. Approval to hire Ann Maglente for Art Specialty Teacher
 - 5.5. Approval to hire Falicia McFall for Violin Assistant for Strings

6. **ACTION/DISCUSSION ITEMS**
 - 6.1. 2019 Charter Council Meeting Dates – *Charter Council meetings dates were rescheduled to Monday, October 21, Monday, November 18, and Monday December 9 beginning at 5:30 p.m. Amy motions to approve. Tim seconded. Passes 4-0.*
 - 6.2. Approval of Lead Instructional Aide Job Description – *Tim motions to approve. John seconded. Passes 4-0.*
 - 6.3. Charter Petition Renewal – *Mrs. Y informed the Charter Council that she met with Scott Paulin, Director of Alternative Education and Special Projects, this morning. Scott said he was very pleased with the petition renewal. The bilingual kindergarten handbook was added to the petition renewal and will go to the USD Board in November. Thank you Mrs. Y!*
 - 6.4. Illness Policy – *First review of a new Illness Policy. This policy is intended to provide parents and guardians with guidelines on when to keep students at home when ill. A few minor edits were suggested. Policy will come back for final approval at the October meeting.*
 - 6.5. Student Medication at School Policy – *First review of a new policy related to medication at school. Again, a few minor edits were suggested (bold print, capitalization, etc.). Policy will come back for final approval at the October meeting.*
 - 6.6. Suicide Prevention Policy – *AB 972 requires the Suicide Prevention Hotline number to be listed on student ID cards for 7-12 graders. The ROCS policy was updated to reflect this change. John motions for approval. Amy seconds. Passes 4-0.*
 - 6.7. Boundaries Policy – *Updates from Charter Safe were incorporated into the new Boundaries Policy. Tim motions to approve. John seconded. Passes 4-0.*
 - 6.8. Resolution to Establish Cash on Hand to Make Change for Food Program – *Request from Business Manager, Lisa Strom, to have \$200 cash on hand to make change for new lunch program. John motions to approve. Rosie seconds. Passes 4-0.*
 - 6.9. 2019-20 Integrated Pest Management Plan – *Annual pest management plan reviewed. John motions to approve with the removal of Roundup and Glyphosate. Amy seconds. Passes 4-0.*
 - 6.10. Fieldtrips: *Rosie motions to approve all field trips after a completed driver list is received for class four. Tim seconded. Passes 4-0.*
 - 6.10.1. Grade 5, Mendocino Outdoor Science School, September 16-20, 2019, Ms. Oberti
 - 6.10.2. Grade 6, Mt. Lassen, September 24-27, 2019, Ms. Sadlie



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6.10.3. Grade 4, Fort Ross, October 10-11, 2019, Mrs. Martinez

7. INFORMATIONAL REPORTS (continued)

- 7.1.** Administrator's Report – *Mrs. Y expressed her gratitude for the opportunity to serve as the Interim Superintendent/Principal of River Oak. She didn't realize how much she missed working with children! She has learned a lot about Waldorf education. Her granddaughter attends a Waldorf charter school in Sebastopol. Petition renewal done. Annual Report done. Initial evaluation meeting with teachers done except one. Lucy announced her retirement effective June 2020. Lisa has resigned effective December 31, 2019. Shalyn has resigned. Darcy is helping out in the front office temporarily. Working on completing the master schedule. Letter was delivered to Home Depot requesting a fridge donation for the lunch program. Expressed gratitude to California Shingles for donating metal sheeting for the woodshop roof.*
- 7.2.** Charter Council Report – *Amy thanked John for serving on the Charter Council. Amy also thanked Jeanne for serving as Interim Superintendent/Principal and thanked everyone that has been helping with class three. Tim echoed his gratitude to John and Mrs. Y. Tim is thankful to Mrs. Y for her guidance and leadership. Tim also requested that the annual information packet be made electronic. John expressed mixed emotions with leaving the Charter Council. John thanked Amy for her work over the past few months and is in awe of all that was accomplished. John expressed the need for a formal evaluation process of the Administration as well as a strategic plan for the school. John also thanked Jeanne for all her work in establishing order at ROCS. John also mentioned a Business Officer employment opportunity at HREC. Rosie offered to translate ROCS documents to Spanish. Rosie has once again agreed to be the PTA President at Nokomis Elementary School. Looking forward to representing Realty World at Pastels in the Plaza, Pumpkin Festival and the Health Fair.*

8. CLOSED SESSION

- 8.1.** Conference with Labor Negotiations *Adjourned to Closed Session at 7:50 p.m.*
Agency Designated Representatives: Jeanne Yttreiness and Lisa Strom
Employee Organizations: Mendocino County Federation of School Employees
- 8.2.** Public Employee Discipline/Dismissal/Release

9. OPEN SESSION

- 9.1.** Report Action Taken, If Any – *Returned to Open Session at 8:02 p.m. Tim motions to approve item 8.1. Rosie seconded. Passes 4-0. Charter Council expresses their heartfelt appreciation to the faculty for all they do. No action taken on item 8.2.*

10. ADJOURNMENT Meeting was adjourned at 8:03 p.m.

ADA Compliance: Persons with disabilities needing assistance, please notify the school administrator at 707.467.1855 no later than 24 hours prior to the scheduled meeting. Meetings are held in the Resource Classroom in the main school building which is wheel chair accessible.

Agenda Packet and Supporting Documents Notice: The agenda packet and supporting materials can be viewed in the School Front Office, River Oak Charter School, 555 Leslie Street, Ukiah, CA.