



## **CHARTER COUNCIL MINUTES**

Monday, November 18, 2019 – 5:30 PM – Faculty Lounge

Charter Council Members	<i>President</i>	<i>Tim Mitchell</i>	<i>Present</i>
	<i>Vice President</i>	<i>Jessica Lee</i>	<i>Present</i>
	<i>Secretary</i>	<i>Rosie Gonzalez</i>	<i>Absent</i>
	<i>Member</i>	<i>Larry Schwartz</i>	<i>Present</i>
	<i>Member</i>	<i>Kate Feigin</i>	<i>Present</i>
<i>Administrator, Ex-officio</i>		<i>Jeanne Yttreness</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>Achilles Polyonis</i>	<i>Present</i>

### **1. OPENING ITEMS**

- 1.1.** Call to Order – *Tim called the meeting to order at 5:34 pm.*
- 1.2.** Roll Call – *Tim Mitchell, Jessica Lee, Larry Schwartz, Kate Feigin, and Jeanne Yttreness present. Rosie Gonzalez absent by prior arrangement.*
- 1.3.** Oath of Officers – *The newly appointed Charter Council members were presented with their oaths, which they signed and submitted to the Interim Administrator.*

### **2. APPROVAL OF AGENDA AND MINUTES**

- 2.1.** Approval of Agenda – November 18, 2019 – *Larry motioned to approve; Kate seconded; approved 4-0.*
- 2.2.** Approval of Minutes – October 21, 2019 – *Item continued to the next meeting due to lack of a quorum.*

### **3. COMMUNICATIONS**

- 3.1.** Public Comment for Items NOT on Agenda – *None.*
- 3.2.** Public Comment for Items ON Agenda – *None.*

### **4. INFORMATIONAL REPORTS**

- 4.1.** Parent Council Report – *Achilles shared that the Parent Council is welcoming new members. He also reported that the annual Halloween dance-a-thon raised much lower funds than in previous year. This was in part attributed to the weather and fire events occurring at that time. Additionally, Achilles announced that the Traveling Lantern Theater Company would be visiting ROCS in the spring, engaging the children in interactive plays and activities.*
- 4.2.** Faculty Council Report – *Tim shared an email sent on behalf of Mrs. McCabe and Mrs. Mize, noting that the faculty has been busily preparing for this week’s Parent-Teacher Conferences. The week prior, teachers submitted grades for report cards. The Leadership Club for students in 6<sup>th</sup>-8<sup>th</sup> grades resumed with Mrs. Mize as its lead teacher. Additionally, teachers have restructured Faculty Meetings to provide more time to work in looping teams. Work will include deepening curriculum in various subjects, field trips, and addressing empathy, social justice, and healthy school life. Lastly, the annual toy drive will begin the week after Thanksgiving break.*



**5. CONSENT AGENDA**

**5.1.** Approval to Hire Michelle Ebert, Business & Operations Manager – *Jessica motioned to approved; Kate seconded; approved 4-0.*

**6. ACTION/DISCUSSION ITEMS**

- 6.1.** Discussion and Possible Action Regarding ROCS Website, Including Entering into an Agreement with Achilles Poloynis for Developing a New Website, Migration of Existing Data to the New Site, and Training ROCS Staff in Maintaining the New Site. – *Jessica motioned to approve; Larry seconded; approved 4-0.*
- 6.2.** Discussion and Possible Action Regarding Sending Board Members to the Charter Schools Development Center (CSDC) Annual Statewide Charter Conference in Anaheim, CA, December 2 and 3, 2019 – *No action taken. Charter Council direction to look into potential future trainings and educational opportunities/resources. Discussion also included support for developing ad hoc committees to allow the Charter Council, members of the faculty, and representatives from the parent community to delve into matters such as budget, recruitment, etc.*
- 6.3.** Authorization to Submit J-13A Forms Seeking Attendance Reimbursement During the Recent PSPS Events – *Larry motioned to approve; Kate seconded; approved 4-0.*
- 6.4.** Fieldtrips:
- 6.4.1 Various Grades/Teachers/Dates  
Destination: Ukiah on Ice, Ice-Skating Rink, School Street, Ukiah  
*No action taken as these are walking field trips and Charter Council approval is not necessary.*

**7. INFORMATIONAL REPORTS (Continued)**

- 7.1.** Administrator’s Report – *Mrs. Yttreness shared that she has been very involved in processing grades and getting the electronic system corrected to allow for entering that information. Mrs. Yttreness also advised the Charter Council on matters related to one of ROCS’ classes that has been having ongoing difficulties.*
- 7.2.** Charter Council Report – *The new members were welcomed to the Charter Council. Members imparted concerns in regards to a perceived feeling of uneasiness at the school, and hopes for improvement. Members also discussed current legal processes and requirements imposed on schools – especially charters.*

*Adjourned to Closed Session at 7:27 p.m.*

**8. CLOSED SESSION**

- 8.1.** Conference with Labor Negotiations  
Agency Designated Representative(s): Jeanne Yttreness and Lisa Strom  
Unrepresented Employee: Food Service Director

*Returned to Open Session at 7:28 p.m.*

**9. OPEN SESSION**

- 9.1.** Report of Action Taken, If Any – *No action taken.*



## **10. ADJOURNMENT**

*The meeting adjourned at 7:29 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.