

# River Oak Charter School Parent Council Meeting Minutes

Thursday, August 4, 2022, 5:30 PM  
Location - River Oak Charter School

## MISSION

The Parent Council (PC) seeks to develop and promote a communicative, collaborative, and cohesive relationship between the parents, faculty, and students of River Oak Charter School. The Council facilitates and supports fundraisers that benefit the school community, assists in the organization of school events, and serves as the Voice of the Parent Body.

### 1.0 Roll Call – Acting Chair - Achilles P.

Vice Chair – Valarie Jenkins *absent*

Faculty – Sarah Westbrook *present*

CC – Lisa Batson *absent*

1<sup>st</sup> – *absent*

3<sup>rd</sup> – Robyn Gibbs *present*

5<sup>th</sup> – Anita Maldonado *absent*

7<sup>th</sup> – Charlotte Scott *absent*

Treasurer – Robyn Gibbs

Secretary – Talena Ruddick

Administrator – Jaenelle Lampp

GS - Montserrat Garnica *absent*

2<sup>nd</sup> – Talena Ruddick *present*

4<sup>th</sup> - Valarie Jenkins *present*

6<sup>th</sup> - Elexa Richards *present*

8<sup>th</sup> – Bianca Ramirez *absent*

*Others in attendance;* Ollie Prax-lodge (kids in 3rd+1st), Zoe Leue, Vanessa Vargas, Sara Bailey (7th), Nettie Walton (5th), Joe Oseguera (K), Felicia Holmes (2nd), Angie Baumen (2nd) and Anita and Sergio (K+6th)

1. Call to order at 5:31 by Achillies \_\_\_\_\_

2. Approval of Minutes as Presented (RG, 2nd TR)

3. Approval of Agenda as Presented (TR, 2nd NG)

4. Public Comment- Ollie P. Can stay as representative for 3rd or 1st, at this time as a rep for 1st grade.

5. Action Items

A. Fundraiser approvals - none at this time.

6. Reports:

A. Administrator's Report- ROCS is getting housekeeping upgrades throughout the school, Aug. 22nd and 23rd the faculty returns to set up for the school year. Ms. Williams will be the handwork instructor this year. Dusty will be teaching 7th grade, Jessie Beck will be 1st grade teacher. Lunch program will be changing out of Covid protocol pre-packages items to being prepared locally in Willits.

- B. Treasurer's Report - Since we met in June Robyn received notification that we received the Articles of Incorporation of a Nonprofit Benefit Corporation.
- C. Faculty Report - Faculty has been enjoying summer, they are excited for the new administrator, and preparing for returning to school.
- D. Charter Council Report - minutes will be available soon.
- E. ED Foundation Report - Achilles has stepped into the role of Treasurer, ED Foundation is seeking more parents - reach out Estelle Clifton, Adrianna Dakin, and Achilles P. if you're interested. Funded handwork instructor to go to a waldorf program. ED Foundation is hoping to get a pledge drive going in order to help fund other instruction positions.
- F. Classroom Reports - Sign-up Genius for painting the hallway, will send out via Aries. 7th - Kids and parents are very excited to welcome a new teacher.
- G. Site Council Report - We do not have a complete Site Council at this time. Representatives express interest that we set up a Site Council, to keep more congruence between Admin, Faculty, and Parents. We need to seek faculty input on how it would be possible to form a site council. Ms. Westbrook will request volunteers from other faculty members.
- H. Grant Writing Committee Report - working on forming this committee currently. We only recently received the necessary Tax ID as a non-profit to be eligible to apply. Nettie Walton, Adam Coleman, and Lane Westbrook are interested in joining the committee. Possible sign- up sheet at Back - to - School night of all the needs on various committees.

## **7. Ongoing Business/Overview Report**

- A. Charter Council needs a community officer - Ms. Westbrook suggests reaching out to Ms. Lucy Hayes.
- B. Fundraiser Packet review - Nettie has put together a fundraising packet in order to keep things more streamlined. Parents will fill out the proposed fundraiser form and turn in to the class teacher, who will pass it to the Parent Council for approval, must be 7 days prior to the meeting so that it can be added to the agenda. At the end of each event, TWO parents will count the proceeds of the fundraiser and complete/sign ASB Cash Count Form. The ASB Coordinator will verify the amount collected and process for deposit. Elexa Richards suggests a visual or mastersheet of upcoming fundraisers. Ms. Westbrook has the idea to put a monthly calendar at the front of the school.

## **8. Upcoming Events/New Business:**

- A. Back to school Ice Cream Social - Sara Bailey will act as Committee Head, Talena Ruddick, Elexa Richards, will help. Date TBD Ms. Westbrook will reach out to the Faculty, possibly Sept. 16th.
- B. PC needs a new Chairperson for '22-'23 - Sara Bailey has served on the PC as chairperson previously and is offering to step into that role again. Motion to approve - Ollie P. Elexa Richards 2nd.
- C. PC Newsletter writer - PC corner in the Oakleaf - Sara as Chair is willing to add this to her role.
- D. Volunteerism Survey and Program formation - Using back to school nights, etc, to see what parents are interested/suited to which helping roles. Nettie has created a form

that was approved by Charter Council last year which she has also turned into a google form. Parents are expected to contribute 20 hours per school year. There is a binder of needed jobs. Additionally, the Parent Council would like to host a gathering to honor parent volunteers. This will contribute to our school's sense of community. Parents comment that they need more transparency around what help is needed.

**Adjournment \_7:00 by SB \_\_\_\_\_**