



## CHARTER COUNCIL AGENDA

Regular Meeting - 9/19/2022 - 5:00pm

Location: 555 Leslie St. Ukiah, CA

Join Zoom Meeting

<https://zoom.us/j/98028700810?pwd=S3FIUHpuahISRE1pbU03K3NPM3UwZz09>

Meeting ID: 980 2870 0810

Passcode: ROCS

### **PUBLIC COMMENTS**

The River Oak Charter School Charter Council welcomes your participation at the School's Charter Council meetings. The purpose of a public meeting of the Board of Directors (Charter Council) is to conduct the affairs of the School in public. We are pleased that you are in attendance; your participation assures us of continuing community interest in our School. The School provides the following information to help you understand meeting protocol and procedure.

1. Audience members should submit completed Comment Forms prior to addressing items on/not on the Agenda. For items on the agenda, indicate the item number on the Comment Form. Comment forms for virtual meetings can be found here. <https://www.riveroakcharterschool.org/board/> and are due by 10am on the day of the meeting.
2. The "Communications" agenda item is set aside for public comments. For items on the Agenda, members of the public may also make the first commentary when items are up for discussion.
3. Prior to making commentary, the President recognizes members of the public; following recognition by the president, guests give their name, place of residence and affiliation, if any.
4. For non-Agenda items, public comments are limited to three (3) minutes each, with the total time allotted to non-Agenda items not to exceed fifteen (15) minutes. Due to public meeting laws, the Council may ask questions of the speaker for clarification but may not generally discuss items that are not on the agenda. If appropriate, the Council may refer the subject to School staff for research or for the item to be placed on a subsequent agenda.
5. For items on the agenda, public comments are limited to five (5) minutes.

### **1. OPENING ITEMS**

1.1. Call to Order

1.2. Roll Call

Anna Rozelski

Lisa Mastros

Jacob Jackson

### **2. RECEPTION OF VISITORS/PUBLIC COMMENT**

### **3. CONSENT AGENDA**

#### **3.1 Approval of Board Agenda and Minutes**

- a. Regular Agenda-09/12/22
- b. Special Meeting Minutes-06/28/22
- c. Special Meeting Minutes-07/25/22
- d. Regular Meeting Minutes-08/08/22

#### **3.2 Approval of Board Meetings for the 2022-2023 School Year**

**3.3 School Services of California MOU:** Finance, legal, and budgeting Consultation. for approximately \$355 per month.

4. **INFORMATIONAL REPORTS**

4.1 Parent Council- Sarah Bailey

4.2 Faculty Report-Rabekah Martinez and Dusty Schultz

4.3 Administrator's Report-Jaenelle Lampp

5. **DISCUSSION/ACTION ITEMS**

5.1. **Charter Council Officers**

- a. Discuss/Interview/Appoint Charter Council Member

5.2. **Brown Act Training**

5.3 **School Programs and Staffing Revisions:** Food service program, early dismissal, and two aides not returning requires increased hours of particular employees in order to supervise and facilitate educational programs.

- a. Food Service Worker
- b. Acorn Hut Coordinator
- c. Acorn Hut Handworking Class
- d. ELD Coordinator
- e. After School Math Tutoring Grades 6-8
- f. Math Intervention Teacher (Additional based on LCAP): Multiple Subject credential teacher willing to offer Math intervention in response to LCAP Goal #3.
- g. Instructional Aide Increased Hours

5.4. **Unaudited Actuals 2021-2022:** This is an annual statement reporting ROCS' financial activities in which the data are not yet formally audited. Unaudited Actuals are presented each September, reflecting the District's final year end closing from the previous June.

5.5 **Consolidated Application (ConApp):** ConApp is used by the California Department of Education (CDE) to distribute categorical funds from various federal programs to county offices, school districts, and direct-funded charter schools throughout California.

5.6. **Field Trips:**

- a. Covid Testing all drivers: Parent email requesting testing for safety.
- b. Amy Jirout- Fort Mason Museums September 22-23
- c. Kris Mize- Fort Ross Field Trip October 13-14
- d. Jenn Douthit-ROCS Sleepover October 14-15

5.8 **Approval of COVID-19 Safety Plan**

5.9 **Proposal- Strata Apps:** Processes free and reduced lunch forms.

6. **CLOSED SESSION**-For the purpose of considering the appointment, employment, compensation, discipline, performance or dismissal of specific employees, or any other issues that may be properly considered under executive session order.

6.1 Council Begins Closed Session at\_\_\_\_\_.

Council Returns from Closed Session at\_\_\_\_\_.

6.2 Report From Closed Session.

7. **ADJOURNMENT**

Council adjourned at \_\_\_\_\_ by \_\_\_\_\_.

**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 generally held in the Resource Classroom in the main school building which is wheelchair accessible. During the COVID-19 pandemic, meetings will be held remotely to the extent possible.

**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. For items on the agenda, public comments are limited to five (5) minutes.

**Jaenelle Lampp** <jlampp@riveroakcharterschool.org>

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## Field Trip Parents

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**Denise Lovdal-Johnson** <ddlovdal@gmail.com>  
To: jlampp@riveroakcharterschool.org

Wed, Aug 31, 2022 at 10:05 AM

Greetings

I would like to suggest that all parents on field trips be required to take a Covid test. As one who is vaccinated, and had a Covid breakthrough case, vaccination alone is not enough. According to the AMA, the "majority of vaccinated with breakthrough Covid are asymptomatic"

I personally know many people in the community vaccinated and boosted who still got Covid. One only had a headache.

If there is any concern regarding the health and safety of ROCS children, I implore your to request all parents to test prior driving children.

Please let me know if there is another individual that I should speak with regarding this policy. Thank you for your consideration.

Denise Lovdal-Johnson  
707-489-9960

# CHARTER COUNCIL MINUTES

Special Meeting - 06/28/2021 - 3:30pm  
Meeting was held via Zoom online platform

## 1. OPENING ITEMS

1.1. Call to Order - 3:32pm by Larry Schwartz

1.2. Roll Call

Larry Schwartz *present*

Jeanne Yttreiness *present*

Lisa Mastros *arrived 3:48pm*

Zsuzsanna Beinhauer *present*

Nichole Haydon *present*

## 2. APPROVAL OF AGENDA & MINUTES

2.1. Approval of Agenda – June 28, 2021 (this document) *Motion to approve JY, second NH, 4-0*

2.2. Approval of Minutes – June 7, 2021 *Motion to approve NH, second ZB, 4-0*

## 3. COMMUNICATIONS

3.1. Public Comment on Agenda Items (1 for scheduling/budget LS, 2 for schedule RM & BM)

*Lori Stubben spoke about the scheduling for 2021-22*

*Rebekah Martinez spoke about the scheduling and the conversation about dependent vs. independent, Bud Martinez spoke about dependent vs. independent.*

3.2. Public Comment on Non-Agenda Items (1 not on agenda CS)

*Carissa Sadlier spoke about the changes in scheduling and the amount of time teachers spend preparing for the year and each day. She requested a 50% leave (will be brought as an action item at a future meeting.*

## 4. INFORMATIONAL REPORTS

4.1. Parent Council Report - *No report*

4.2. Faculty Council Report - *Kris Mize talked about summer school*

4.3. Administrator's Report

- Meeting with UUSD - *first meeting, good conversations*

- Business Manager hiring timeline - *Welcome Melissa!*

- Scheduling & hiring update - *budget has more teacher time in it, but we need to find people*

## 5. CONSENT AGENDA - *Motion to approve JY, second ZB, passes 5-0*

5.1. Approve hiring: Melissa Dale, Business Manager; Kathy Dingman-Katz, handwork teacher 3 hours/week, Isabella Galarza, aide & Acom Hut. Rehiring Sandy Steely 3.5 hrs/week & John Cunnann 2 hrs/week woodwork

5.2. Approve Summer School Certificated and Classified hiring (ELO Funding per worksheet)

5.3. Accept resignation of Susie Slinkert, aide and drama teacher

6. **DISCUSSION ITEMS**

- 6.1. ~~Local Indicators of Performance 2020-21~~ ~~not needed this meeting~~  
6.2. Consideration of ROCS becoming Dependent Charter vs. Independent Charter  
*Lots of conversation and questions. We are in an exploratory phase only.*  
6.3. Charter Council roles and responsibilities (committees?)  
*Council members would like to sit on committees for negotiations, budget, dependent vs. independent charter, and others that arise in the future.*

7. **ACTION ITEMS**

- 7.1. June Budget 2021-22 Discussion and Approval  
*Motion to approve LM, second JY, passes 5-0*  
7.2. LCAP 2021-2024 Approval  
7.3. LCFF Budget Overview for Parents Approval  
*Motion to approve both 7.2 & 7.3 LM, second ZB, passes 5-0*  
7.4. Independent Study Policy Update  
*Motion to approve ZB, second LM, passes 5-0*  
7.5. Approval for Alexander Templeton to teach Spanish and Math (EC 44258.2)  
*Motion to approve JY, second NH, passes 5-0*

8. **ADJOURNMENT**

Council adjourned at 5:48pm by President Larry Schwartz

Next meeting: TBD

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## ITEM 3.1 (b)

### CHARTER COUNCIL MEETING MINUTES

Special Meeting - 7/25/2022 - 5:30pm

#### 1. OPENING ITEMS

- 1.1. Call to Order 5:36pm by Nichole Haydon, Interim CC President
- 1.2. Roll Call
  - Anna Rozelski                      *present*
  - Lisa Mastros                      *present*                      Nichole Haydon                      *present*
  - Jacob Jackson                      *present*

#### 2. DISCUSSION/ACTION ITEMS

- 2.1. Present and approve new salary schedules *Tabled until 08/08/22 meeting*
- 2.2. Present and approve Willits Charter School and Redwood Academy MOU's *Tabled until 08/08/22 meeting*
- 2.2. Accept resignation of Kristi McCullough, principal/superintendent; approve hiring Jaenelle Lampp as principal/superintendent for 2022-23 school year *Moved by J.J., Seconded by L.M. All approved 3-0.*
- 2.3. Approve hiring 7th Grade teacher Dusty Schultz, approve change in position for Rebekah Martinez to the Games teacher, Waldorf Games Teacher, Sports Coordinator, and support specialist for middle grades *Tabled until the 08/08/22 pending a written job description. Approval for Dusty Schultz was approved in the June 2022 meeting.*
- 2.4. Review of and Possible Approval of Comparable Compensation Data for Charter School Superintendents/Principals *Moved by L.M., Seconded by A.R. All approved 3-0.*
- 2.5. Review of and Possible Approval of Mount Lassen Trip (6th & 7th) *Moved by L.M., Seconded by J.J. All approved 3-0.*

#### 3. CLOSED SESSION

- 3.1. Public Employment  
Title: Superintendent/Principal

#### 4. REPORT OUT FROM CLOSED SESSION

- 4.1. Council returned from closed session at  
Report from closed session (if any) *No report out of closed session.*

#### 5. ADJOURNMENT

Council adjourned at 6:27pm by Nichole Haydon

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## CHARTER COUNCIL MEETING MINUTES

Regular Meeting - 8/8/2022 - 5:30pm

Location: 555 Leslie St. Ukiah, CA

Zoom online platform address:

<https://zoom.us/j/91723832513?pwd=RIVBcUxNR1lodzR4RGd6M3NXd1MzUT09>

Meeting ID: 917 2383 2513

Passcode: gA7hTy

### 1. OPENING ITEMS

1.1. Call to Order 5:30pm by Nichole Haydon

1.2. Roll Call

Anna Rozelski

*present*

Jacob Jackson

*present*

Lisa Mastros

*not present*

Nichole Haydon

*present*

### 2. RECEPTION OF VISITORS/PUBLIC COMMENT

Public comment on non-agenda item. Parent would like brown act training.

### 3. CONSENT AGENDA

#### 3.1 Board Minutes

a. Special Meeting-June 28, 2022  
*having access to minutes*

*will approve at next meeting due to cc member not*

b. Special Meeting-July 25, 2022  
*having access to minutes.*

*will approve at next meeting due to cc member not*

#### 3.2 Job Descriptions

a. Food Service Worker

*Moved by A.R./Seconded by J.J. with the amendment of required training and weight lighting for employee. Approved 3-0.*

b. Games Specialist/Athletics Coordinator  
*3-0.*

*Moved by J.J./Seconded by A.R. Approved*

#### 3.3 Salary Schedules

a. 2022-2023 Classified Salary Schedule

*No action taken.*

b. 2022-2023 Certificated Salary Schedule

*No action taken.*

c. 2022-2023 Management Salary Schedule

*No action taken.*



4. **CLOSED SESSION**-For the purpose of considering the appointment, employment, compensation, discipline, performance or dismissal of specific employees, or any other issues that may be properly considered under executive session order.

4.1 Council Begins Closed Session at \_\_\_\_\_.  
Council Returns from Closed Session at \_\_\_\_\_.

4.2 Report From Closed Session. *No closed session. Nothing to report.*

5. **DISCUSSION/ACTION ITEMS**

5.1. **Charter Council Officers**

- a. Discuss/Appoint Charter Council Community Member *Interview with Denise Lovdal-Johnson. CC will submit their vote by the next meeting.*
- b. Discuss/Approve Resignation of Charter Council President *Moved by J.J./Seconded by A.R. Approved 3-0.*

5.2 **2022-2023 Food Service Program**

- a. Approve Willits Charter MOU-Prepare and deliver school lunches and breakfasts. *Moved by A.R./Seconded by J.J. Approved 3-0.*
- b. Approve Charter Academy of the Redwoods MOU-Willits Charter School will split food service costs between CAR and ROCS. ROCS will pick up food at Charter Academy of the Redwoods. *Moved by J.J./Seconded by A.R. Approved 3-0.*

5.3. **Personnel**

- a. Approve Food Service Worker Position  
*Motion: Approve Steina Freitas-Losak, 6 hours a day at Column A Step 10, .  
Moved by J.J./Seconded by A.R. Approved 3-0.*
- b. Approve Office Assistant Position *Moved by A.R./Seconded by J.J. Approved 3-0.*
- c. Approve Classroom Aide Position *No action taken.*

6. **ADJOURNMENT**

Council adjourned at 7:32pm by Nichole Haydon

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## River Oak Charter School Charter Council Regular School Board Meeting Schedule 2022-2023

*(All meetings begin at 5:30pm - unless otherwise noted.)*

Monday	September 12, 2022
Monday	October 3, 2022
Monday	November 7, 2022
Monday	December 12, 2022 ANNUAL MEETING
Monday	January 9, 2023
Monday	February 13, 2023
Friday	March 13, 2023
Monday	April 10, 2023
Monday	May 8, 2023
Monday	June 5, 2023
Monday	<b>July no meeting</b>
Monday	<b>August no meeting</b>

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Sacramento

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www.sscal.com

## MEMORANDUM

August 22, 2022

TO: Superintendent or CBO  
River Oak Charter School

FROM: John D. Gray  
President/CEO

It has been a pleasure to provide River Oak Charter School our Fiscal Budget Services during the past year. We value our relationship and appreciate the continued confidence that you and your staff have expressed in School Services of California Inc.

Our current contract expires on September 30, 2022. Anticipating your desire to continue our services, we have enclosed a proposed renewal Agreement. We are also offering the option to include our CADIE (Comparative Analysis of District Income and Expenditures) and SABRE (Salary and Benefit Reports) products as part of this contract. If you wish to include any of these services, please complete and sign the attached Addendum A, indicate the services desired, and return with your contract renewal. Any questions regarding the CADIE or SABRE should be directed to Chloe Lum, Systems Data Specialist.

To activate our Agreement, please sign the contract (and the Addendum, at your discretion) and *scan and e-mail* the Agreement to Rebecca Rogers at RebeccaR@sscal.com for final processing. So that we may continue to give you the best possible service, it would be helpful if we could have the Agreement returned by September 30, 2022. If you are unable to return it by this date, please contact our Accounting Department. Please note that this contract reflects a modest price increase above the current year.

If you have any questions or need additional information, please give me a call at (916) 446-7517.

**AGREEMENT FOR SPECIAL SERVICES**  
Fiscal Budget Services

This is an Agreement between the **RIVER OAK CHARTER SCHOOL**, hereinafter referred to as "Client," and **SCHOOL SERVICES OF CALIFORNIA INC.**, hereinafter referred to as "Consultant," entered into as of October 1, 2022.

**RECITALS**

**WHEREAS**, the Client needs assistance regarding issues of school finance, legislation, school budgeting, and general fiscal issues; and

**WHEREAS**, the Consultant is professionally and specially trained and competent to provide these services; and

**WHEREAS**, the authority for entering into this Agreement is contained in Section 53060 of the Government Code and such other provisions of California law as may be applicable;

**NOW, THEREFORE**, the parties to this Agreement do hereby mutually agree as follows:

1. The Consultant agrees to perform such duties relating to issues of school finance, including:
  - a. Electronic delivery of the *Fiscal Report* containing information on issues of school finance, budgets, or practices and policy issues that impact local educational agency fiscal policies, and an electronic copy of the *Analysis of the Governor's Proposals for the State Budget and K-12 Education*.
  - b. An analysis of all major school finance/fiscal legislation and reports on its legislative/executive branch progress
  - c. Eight hours of service annually as the Client directs on fiscal issues, including: analysis of specific revenue or expenditure issues, analysis of specific legislative or regulatory issues, and a "quick query" service to provide telephone response to specific fiscal questions of the Client.

Services for which the base service hours may not be used, include: mandate questions, Client-specific economy, efficiency, or management consulting services, including, but not limited to, efficiency or management studies, demographic or school facility studies; special education studies; fiscal health analysis, and/or an in-depth budget review, direct collective bargaining or factfinding assistance; legislative representation or advocacy; fiscal analysis for purposes of collective bargaining, appearance as an expert witness, provision of depositions or declarations for local educational agency legal issues; major customized research projects or studies; or, on-site speeches or presentations.
  - d. Participation at the Consultant's school finance conferences and workshops at the Consultant's client rate.
2. The Client agrees to pay to the Consultant for services rendered under this Agreement:
  - a. \$4,260 annually, plus expenses, or payable at \$355 per month, plus expenses, for the services listed in Item 1 above, upon billings from the Consultant

- b. For all requested services in excess of eight direct service hours as indicated in Item 1c above in a 12-month period, the applicable hourly rate for the person(s) performing the services shall apply
  - c. “Hours” are defined as hours of direct service to the Client, as well as reasonable travel time to and from the Client’s site
  - d. “Expenses” are defined as actual, out-of-pocket expenses, such as travel, meals, shipping, and duplication of materials
3. The term of this contract shall be for the period of one year, beginning October 1, 2022, and terminating September 30, 2023. Agreement may be terminated prior to September 30, 2023, by either party on 30 days’ written notice. In the event that the Client elects to terminate services at the end of the Agreement, the Client shall give a 30-day written notice of nonrenewal. The Consultant will provide continuing services for 90 days after the expiration date of the Agreement or until the Client provides written notice. The Client is responsible for these accrued charges and the Consultant may bill these additional days. In case of cancellation, the Client shall be liable for any costs accrued to the date of cancellation under Item 2 above.
4. It is expressly understood and agreed to by both parties that the Consultant, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the Client.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed as indicated below:

By: \_\_\_\_\_

Date: \_\_\_\_\_

Jaenelle Lampp  
Print Name

Superintendent Principal  
Job Title

River Oak Charter School

By: \_\_\_\_\_

Date: August 22, 2022

John D. Gray  
President/CEO

School Services of California Inc.



## River Oak Charter School Professional Development Days

**August 12, 2022**

Welcome Back ROCS Educators!

I am looking forward to our collaboration days. On August 22nd, you and your family are invited to attend ROCS "Welcome Back Gathering" at Ms. Nimka's Place from 3PM to 7PM. Bring your swimming suits! Below is each day's agenda. See you soon!

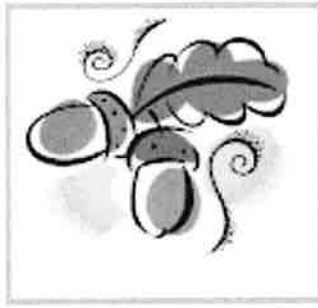
Mahalo Nui,  
Ms. Jaenelle

<b>8/18 (Thurs.)</b> <b>(Teachers, Volunteer Stipend)</b>	<b>8/19 (Fri.)</b> <b>(Teachers, Volunteer Stipend)</b>	<b>8/22 (Mon.)</b> <b>Teachers and Specialty Teachers</b>	<b>8/23 (Tues.)</b> <b>All Staff</b>
<p><b>8AM</b>-Breakfast 9:00AM Grade Level Meetings</p> <p><b>10:00AM</b> (Break) Teachers Curriculum and/or Classroom Prep.</p> <p><b>Noon-Lunch</b> Featuring Sandwiches and Ice Cream Sundae Bar (Non-Dairy as well)</p> <p><b>10AM-3PM</b> <u>Campus Beautification</u> Invite school families Parent Council support</p>	<p><b>8AM</b> Breakfast 9:00AM Subject Group Meetings Math Teachers ELA Teachers Specialty Teachers</p> <p><b>10:00AM</b> (Break) Teachers Curriculum and/or Classroom Prep.</p> <p><b>Noon-Lunch</b> Featuring Thai Spring Rolls!</p> <p><b>10AM-3PM</b> <u>Campus Beautification</u> Invite school families Parent Council support</p>	<p><b>8AM</b> Breakfast 9:00AM Welcome ROCS 10 Guiding Principles</p> <p><b>10:30AM</b> (Break): First Day of School Logistics</p> <p><b>11:00AM:</b> Scheduling School Events, Attendance and Grading Students with Medical Needs, Quarterly Council Meeting, Activity Calendar 2022-2023</p> <p><b>1:00PM</b> <b>( All Staff)</b> (Teachers, Specialty Teachers, Aides, Office Staff) <b>ROCS Vision/Mission</b> <b>LCAP</b> <b>Safe Sch</b></p> <p><b>2:30PM</b> <b>School Calendar</b> <b>Gender Equity</b></p> <p><b>3:00PM</b> Welcome ROCS Stat. Family <b>(Sign Up for Reservations))</b> Appetizers Games, BBQ, music, karaoke contest</p> <p><b>7PM</b> Clean Up</p>	<p><b>8AM</b> Breakfast 9:00AM Strategic Planning</p> <p><b>9:30AM</b> Teachers and Aides collaborate</p> <p><b>Teachers Collaborate:</b> Meet and plan.</p> <p>Grade Level Meetings</p> <p><b>10:30AM</b> (Break &amp; Healthy Snacks)</p> <p>Teachers and Specialty Instructors Other Aides and Classified Staff Meet w/Ms. Jaenelle</p> <p><b>Post Common Guidelines</b> (tetherball hallways, bathrooms, playground, lunchline, common areas).</p>

*"The Mission of ROCS is to inspire in the child a love life and learning, beginning with one's own heart, head, hands, working towards making a contribution to the community."*

## **10 Guiding Principles Our ROCS Community Agreements**

- LISTEN – understand what each means
- EMPATHIZE- put yourself in others' shoes
- Don't Judge or assume you know (what others intend)
- SPEAK DIRECTLY- to people, not about them
- Take responsibility for your own mistakes
- Climb a tree and pull others up (don't dig a hole together)
- COOPERATE - work for best outcome for everyone
- BE KIND/RESPECTFUL – even if others don't 'deserve' it
- STAY CALM - don't react in the moment – reflect
- We are in this together: what affects one affects all



# River Oak Charter School Welcome Back!

## 2022-2023

### Vision (What):

River Oak Charter School is a **Steiner-methods** public school with a consistent philosophy, curriculum, and teaching method that embraces the developmental model of the growing child and awakens each child's full and unique potential. Steiner-methods education nurtures a sense of wonder, and delight, and fosters the reverence for nature, and humanity inherent in the young child. Steiner-methods curriculum develops the child's active will, creative imagination, and clear, independent thinking. Children emerge as young adults with the self-confidence to impart direction, and purpose to their lives, and leadership to their community.

### Mission (How)

*River Oak Charter School strives as a dynamic community of teachers, parents, and students, to inspire in the child a love of life, and learning, beginning with one's own heart, head, and hands, working towards making a contribution to the community.*

**Goals:** River Oak Charter School respects, and appreciates all children for their unique ethnic and cultural backgrounds, and affords the opportunity to develop an *understanding of all of the traditions, and cultures represented in the student population.*

### *Children:*

- 1) Emerge with academic excellence,*
- 2)...a commitment to the enhancement of their community,*
- 3)...and the ability to succeed today, and tomorrow.*

**General Background:** ROCS is currently chartered under Ukiah Unified School District (UUSD) of Mendocino County and has been operating since 1999. Our school is a community of families and teachers using **Steiner-inspired teaching methods** to nourish and educate our children. ROCS enrolls a maximum of **246 students** in K-8th grade. At present we have ten (10) classroom teachers, one (1) administrator, and twenty (20) auxiliary staff. ROCS student population strives to reflect the diversity of families inhabiting Ukiah Valley. The goal of ROCS is to serve a cross section of the children/families from the community, reflecting its socioeconomic and ethnic mix in our enrollment.



## **ROCS Goal # 1**

### **To improve parent engagement & communication.**

Parent engagement is critical to our school's collaborative governance structure. The more parents are informed about decision-making and their input welcomed, the more they feel valued and willing to give of their time, energy, and resources when asked.

## **ROCS Goal # 2**

### **To improve student achievement in reading (\$30,000)**

- Examine instructional & assessment materials
- Evaluate and purchase reading curriculum for 1st-3rd grades. Annual subscription to Lexia Reading and Star Reading assessment.

## **ROCS Goal # 3**

### **To improve student achievement in mathematics (\$45,000 Total)**

- 1 Instruction - Tier 1 Provide daily math instruction in all grades, additional .25 FTE teacher to serve all math levels \$15,000.00.
- 2 Intervention - Tier 2 Provide early intervention based on common assessment results. Hire intervention assistants/paraeducators to support students not meeting standards. \$35,000.00

## **ROCS Goal # 4**

### **To improve the school climate (\$75,000)**

1 Positive Behavior Interventions & Supports Implement a Positive Behavioral Interventions and Supports (PBIS) program.

- Create and communicate behavioral expectations and clear consequences.
- Consider and purchase a curriculum.
- Provide professional development for all staff.
- Fund School Counseling services.

2 Social Emotional Learning (\$50,000.00)

- Provide Social and Emotional Learning (SEL) instruction and examine instructional materials in this area.
- Explore Restorative Justice, provide Professional Development.
- 

### **Closure: please do this**

#### **Formation of ROCS Action Plan Team Members:**

- 1.) After meditating on the talents and skills you have contributed or are able to contribute to River Oaks Charter School, please take your sticky note and attach it to one of these 5 categories posted (Goal 1,2,3,4, and others).
- 2.) Add the sticky notes from last year's reflection (progress monitoring).
- 3.) Ms. Jaenelle: Until We Meet Again...

**Ends 3PM**

**Set Up appetizers, welcome families, play, swim, BBQ served at 5PM.**

# OUR SCHOOL ROCS!

Be Kind

Be Safe

Be Respectful

Be Responsible

Our school wide agreements, *What does that look like....*

Hello ROCS Teachers and Students, please take time to review sections of our ROCS Agreements. By the end of the week, we can be reassured that everyone has reviewed the rules.

## ***In the Parking Lot (Monday-8/29)***

- Wait until gates are open before entering or exiting campus.
- Stay under the awning until called and use the crosswalk to meet your ride.
- Keep cell phones and smart devices tucked away until 3:15
- Use respectful language appropriate for all ages.

## ***In the Hallways/ Common Spaces (Monday-8/29)***

- Be mindful of your volume– learning is happening nearby!
- Walk and be extra cautious when rounding corners
- Greet others kindly
- Do not congregate near drinking fountains/ restrooms to allow others to access.
- Use respectful language appropriate for all ages.
- Keep your hands to yourself and off of belongings and artwork.

## ***In the bathrooms (Tuesday-8/30)***

- Sign out and back into your classroom before visiting and limit your time for those waiting.
- Be mindful of your volume– it's not a place to hang out and play.
- Clean up after yourself: flush toilets, wash hands, turn off the faucet, and place paper towels in the trash.
- Only flush necessary toilet paper down the toilet.
- Allow others privacy
- Keep lights on
- Respect shared space by keeping the bathroom free from graffiti so everyone feels safe.
- Use respectful language appropriate for students of all ages.

## ***On the Blacktop/ Field (Wednesday 8/31)***

- Use sporting equipment correctly and in the appropriate place (ie: basketballs only on basketball court, kicking soccer balls only on the field, etc)
- Be mindful of those in class.
- Agree on rules before beginning games and follow them.
- Be aware of others around you when playing tag/ throwing balls/ etc.
- Invite others to play and show good sportsmanship.
- Kindly ask adults for help/ permission to retrieve equipment or adjust basketball hoops.
- Put away all equipment when you are finished playing.
- Use respectful language appropriate for students of all ages.
- When the bell rings, clean up quickly (but safely), before lining up/ returning to class.

***On the Playground/ In the Garden (Thursday-9/1)***

- Only play tag on the blacktop/field (no tag on the play structure)
- Leave plants/rocks/ creatures be, just observe with your eyes.
- If Kinder is out, find somewhere else to play.
- Return sandbox tools to the sandbox when done using.
- Only K-2 allowed on the garden swings and playhouse.
- Keep balls and jump ropes out of the bark chips
- Be mindful of those in class
- Use respectful language appropriate for students of all ages.
- When the bell rings, clean up quickly (but safely), before lining up/ returning to class.

***At Picnic Areas (Friday-9/2)***

- When eating, stay seated until your class is dismissed.
- Clean up after yourself (recycling, compost, and trash sorted)
- Use picnic tables for sitting only
- Use table manners (watch your volume, eat food– don't throw it)
- Use respectful language appropriate for students of all ages.

Please consider intentions versus impact: Make amends when needed and look out for others. If you SEE something, DO something! Help make ROCS a place where all students, teachers, and staff can feel comfortable, safe and free to be themselves.

# ROCS Multi-Tiered Support System

2020-2021 (Year One)  
2021-2022 (Year Two)

## MULTIPLE MEASUREMENTS

- \*Individualized Learning Plans
- \*DIBELS Reading and Math
- \*CAASP
- \*ELA assessments
- \*Academic/Behavior Plans (monthly, annual review)
- \*Aries Report Cards
- \*CCSS Report Cards-Aries

## CURRICULUM & INSTRUCTIONAL STRATEGIES

Note: RSP (Graham), EL (504) (Ms. Jane) Coordinator must be involved in MTSS strategies involving their students.

- \*Guided/Targeted Lessons: Based on learning gaps of the CA CCSS, targeted based on IEP, 504 Plan.
- \*Modified Education Program(s)-Admin.
- \*Project-Based Learning, differentiated instruction. (K-8<sup>th</sup>), targeted based on IEP, \*504 Plan, positive behavior plans. Blended-Learning (3rd-8<sup>th</sup> grades), targeted instruction based on IEP, IHP, 504 Plan.
- \*Classroom academic/behavior plans revised.
- \*Higher level Intervention: Based on learning gap. Both pull-out and push-in based on individual needs.
- \*Acorn Hut: Wrap-Around Intervention.
- \*After School Math Tutor
- \*Student work tailored to show knowledge based on individual strengths.
- \*Support: MCOE counselor and RSP teacher

STANDARD NOT MET  
CAASP Spring Score

- \*CAASP/Smarter Balanced
- \*Steiner-Anecdotal Assessments, Authentic Assessments based on developmental stage of each pupil.
- \*DIBELS (ROCS Looking into K-8 assessment)
- \*Student/Parent/Teacher-Conferences
- ROCS Report Cards-Aries

STANDARD NERELY MET  
CAASP  
Spring Score

- \*Project-Based Learning-Added differentiated instruction, modified instruction.
- \*Classroom Behavior/Academic Plans: With school counselor and academic team)
- \*Paraprofessional/Aide: Intervention, redirect, pull-out/focus
- \*Parent Phone or In Person Conference
- \*Increased Guided Instruction: On-on-one outside of regular class schedule. Pull-out or push in based on individual needs, Acorn Hut wrap-around intervention.
- Student work tailored to show knowledge based on individual strengths.
- \*Support: Principal

- \*ROCS Report Cards-Aries Campus
- \*Waldorf-style assessments and record-keeping
- \*Multiple Measures: CAASP Reading and Math results, Writing and math samples, Steiner-based anecdotal and authentic assessments, teacher records and analysis.
- \*Student/Teacher Conferences
- \* Student work

STANDARD MET  
CAASP Spring Score

- \* Social Studies, Science, ELA, Math: Main lessons, integrated academic instruction, aligned w/CACSS
- \*ELA: Lit. Projects, Writing Component
- \*Math: Period 2 schoolwide in addition to Main Lesson.
- \*Health:                     , Movement, Art, Strings, Handwork
- \*Blended Learning integrated when applicable or for social distancing.
- \*Community Service (both students and parents)
- \*Parent/Student Communication & Involvement: E-mail, phone, Signed Progress Reports, Family

STANDARD EXCEEDED

Draft

## SUGGESTED CANDIDATE INTERVIEW QUESTIONS

1. What do you see as the basic purpose of the public schools? What is the role of the board of trustees in the fulfillment of that purpose?
2. What are you proud of in this district? What would you like to accomplish as a board member? Which is your highest priority, and why?
3. As a trustee, what do you see as your primary purpose or primary role? How would you fulfill that role, both as an individual and as a member of the governing board?
4. Describe a good board meeting. What are the objectives of a good board meeting?
5. What would you do if you believed administrators had not provided you with accurate and complete information for making a decision?
6. Describe your response if a parent cornered you in the grocery store and asked for your support on a particularly hot issue.
7. How does an effective school board ensure opportunities for parents and community members to express their diverse range of views to inform board deliberations on important policy issues?
8. Please summarize the strengths you would bring as a member of the board.
9. What will you do to become more effective as a board member?
10. Identify a recent board decision that you felt strongly about, and describe how you would balance community concerns, student needs, state and federal law, staff considerations, and your personal value and beliefs to determine how to vote on the issue.
11. What questions do you have for the board to help you prepare to take on this commitment if chosen?

*Note:* Interviews or discussions of potential board members may not be held in closed session. The California Attorney General ruled that local office holders, whether elected or appointed, are excluded from the "personnel exception" (Government Code §54957) to the open meeting requirements of the Brown Act (Government Code §54950 et seq.) See also 59 Ops. Cal. Atty.Gen. 266 (1976)

## EVALUATING THE CANDIDATE

Does the candidate:

- Know the political boundary and physical geography of the school district?
- Have the courage and ability to explain and enforce a role which might not be popular, but which is proper?
- Have a lay person's relationship to public education?
- Have personal interests that would be in conflict with his/her service to the board?
- Have a sense of humor?
- Make a habit of withholding judgment on critical issues until the facts are available?

Is the candidate:

- Seeking the position for personal prestige or political gain (personal agenda)?
- A leader in his/her own occupation or community group?
- A known quantity in the community?
- Able to think independently and objectively about a problem?
- Capable of recognizing and distinguishing the jurisdictional power and functions of the board and administration?
- Aware of the cross-currents of thinking pertaining to the basic concepts of public education?
- Able to carry on cheerfully when public appreciation of his/her efforts seem to be lacking?

Will the candidate:

- Remain loyal to his/her fellow trustees under stress?
- Work to develop unity among the members of the board, contributing to harmonious development of the program?
- Give the necessary time to this important position?

Has the candidate:

- An interest in the public schools, the community, and in every child?
- Arrived at a position of recognized leadership in the community?



555 Leslie Street, Ukiah, CA

OATH OF ALLEGIANCE  
FOR  
SCHOOL BOARD MEMBERS AND DISTRICT EMPLOYEES

I, [ NAME], do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United states and the Constitution of the State of California; that I take this obligation freely, without any mental reservations or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter. Confirmed by signing a Statement of Acknowledgment.

---

Name of Appointee

---

Date

---

Name of School Official

---

Date

## The Brown Act (Thursday, October 20, 2022 - Rancho Cucamonga)

### Description

22BRNARC – Rancho Cucamonga

Brown Act What You Need to Know | Rancho Cucamonga In-Person

Board members, board presidents, superintendents and executive assistants often have questions about the Brown Act and its guidelines for open meetings. Attend this interactive session and find out everything you need to know and more about this complex act including how to apply the law. Don't let this opportunity pass you by.

Location: West End Educational Service Center, 8265 Aspen Avenue, Rancho Cucamonga, CA

Schedule: Thursday, October 20, 2022 | 1:00 pm to 4:00 pm

Registration fee: Standard Registration \$250 | Late registration \$275 (starts Sept. 29) | Registration closes Oct. 6, 2022

Here is the link:

<https://www.caba.org/ProductsAndServices/CSRAStore/WebProductDetails.aspx?webproductid=17&940&2795&ec11-8151-005056502a03&portalid=...>

..

Jaenelle Lampp

Superintendent/Principal

River Oak Charter School

[jlampp@riveroakcharter.org](mailto:jlampp@riveroakcharter.org)

Meeting now 03:32:45



**CHARTER SCHOOL UNAUDITED ACTUALS  
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2021 to June 30, 2022

Charter School Name: River Oak Charter

CDS #: 23656150115055 (1)

Charter Approving Entity: Ukiah Unified School District

County: Mendocino

Charter #: 0910

This charter school uses the following basis of accounting:

(Please enter an "X" in the applicable box below; check only one box)

☒ **Accrual Basis** (Applicable Capital Assets/Interest on Long-Term Debt/Long-Term Liabilities/Net Position objects are 6900, 6910, 7438, 9400-9489, 9660-9669, 9796, and 9797)

☐ **Modified Accrual Basis** (Applicable Capital Outlay/Debt Service/Fund Balance objects are 6100-6170, 6200-6500, 6600, 7438, 7439, and 9711-9789)

Description	Object Code	Unrestricted	Restricted	Total
<b>A. REVENUES</b>				
1. LCFF Sources				
State Aid - Current Year	8011	729,903.00		729,903.00
Education Protection Account State Aid - Current Year	8012	708,320.00		708,320.00
State Aid - Prior Years	8019	(32,576.00)		(32,576.00)
Transfers to Charter Schools in Lieu of Property Taxes	8096	598,100.00		598,100.00
Other LCFF Transfers	8091, 8097	0.00	0.00	0.00
Total, LCFF Sources		2,003,747.00	0.00	2,003,747.00
2. Federal Revenues (see NOTE in Section L)				
No Child Left Behind/Every Student Succeeds Act	8290		38,063.56	38,063.56
Special Education - Federal	8181, 8182		0.00	0.00
Child Nutrition - Federal	8220		0.00	0.00
Donated Food Commodities	8221		0.00	0.00
Other Federal Revenues	8110, 8260-8299	0.00	160,258.80	160,258.80
Total, Federal Revenues		0.00	198,322.36	198,322.36
3. Other State Revenues				
Special Education - State	StateRevSE		0.00	0.00
All Other State Revenues	StateRevAO	44,201.77	60,479.31	104,681.08
Total, Other State Revenues		44,201.77	60,479.31	104,681.08
4. Other Local Revenues				
All Other Local Revenues	LocalRevAO	86,866.68	146,999.19	233,865.87
Total, Local Revenues		86,866.68	146,999.19	233,865.87
5. TOTAL REVENUES		2,134,815.45	405,800.86	2,540,616.31
<b>B. EXPENDITURES (see NOTE in Section L)</b>				
1. Certificated Salaries				
Certificated Teachers' Salaries	1100	693,104.43	40,640.10	733,744.53
Certificated Pupil Support Salaries	1200	3,403.69	15,159.03	18,562.72
Certificated Supervisors' and Administrators' Salaries	1300	113,776.34	0.00	113,776.34
Other Certificated Salaries	1900	0.00	0.00	0.00
Total, Certificated Salaries		810,284.46	55,799.13	866,083.59
2. Noncertificated Salaries				
Noncertificated Instructional Salaries	2100	119,968.93	39,170.73	159,139.66
Noncertificated Support Salaries	2200	50,649.33	46,145.31	96,794.64
Noncertificated Supervisors' and Administrators' Salaries	2300	0.00	0.00	0.00
Clerical, Technical and Office Salaries	2400	114,789.23	4,134.83	118,924.06
Other Noncertificated Salaries	2900	0.00	0.00	0.00
Total, Noncertificated Salaries		285,407.49	89,450.87	374,858.36

**CHARTER SCHOOL UNAUDITED ACTUALS  
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2021 to June 30, 2022

**Charter School Name:** River Oak Charter

**CDS #:** 23656150115055 (1)

Description	Object Code	Unrestricted	Restricted	Total
<b>3. Employee Benefits</b>				
STRS	3101-3102	119,664.63	6,220.10	125,884.73
PERS	3201-3202	59,409.82	14,668.11	74,077.93
OASDI / Medicare / Alternative	3301-3302	35,432.32	8,729.62	44,161.94
Health and Welfare Benefits	3401-3402	89,344.38	390.49	89,734.87
Unemployment Insurance	3501-3502	2,500.17	368.94	2,869.11
Workers' Compensation Insurance	3601-3602	9,997.28	1,151.64	11,148.92
OPEB, Allocated	3701-3702	0.00	0.00	0.00
OPEB, Active Employees	3751-3752	0.00	0.00	0.00
Other Employee Benefits	3901-3902	10.00	0.00	10.00
Total, Employee Benefits		316,358.60	31,528.90	347,887.50
<b>4. Books and Supplies</b>				
Approved Textbooks and Core Curricula Materials	4100	0.00	912.17	912.17
Books and Other Reference Materials	4200	0.00	5,494.46	5,494.46
Materials and Supplies	4300	19,119.83	42,788.08	61,907.91
Noncapitalized Equipment	4400	6,974.91	20,890.96	27,865.87
Food	4700	1,020.62	3,190.30	4,210.92
Total, Books and Supplies		27,115.36	73,275.97	100,391.33
<b>5. Services and Other Operating Expenditures</b>				
Subagreements for Services	5100	0.00	0.00	0.00
Travel and Conferences	5200	2,686.35	5,671.39	8,357.74
Dues and Memberships	5300	4,452.88	0.00	4,452.88
Insurance	5400	42,055.62	0.00	42,055.62
Operations and Housekeeping Services	5500	28,274.25	4,884.57	33,158.82
Rentals, Leases, Repairs, and Noncap. Improvements	5600	39,789.11	7,783.34	47,572.45
Transfers of Direct Costs	5700-5799	0.00	0.00	0.00
Professional/Consulting Services and Operating Expend.	5800	172,935.13	86,629.72	259,564.85
Communications	5900	4,397.69	0.00	4,397.69
Total, Services and Other Operating Expenditures		294,591.03	104,969.02	399,560.05
<b>6. Capital Outlay</b>				
(Objects 6100-6170, 6200-6500 modified accrual basis only)				
Land and Land Improvements	6100-6170			0.00
Buildings and Improvements of Buildings	6200			0.00
Books and Media for New School Libraries or Major Expansion of School Libraries	6300			0.00
Equipment	6400			0.00
Equipment Replacement	6500			0.00
Lease Assets	6600			0.00
Depreciation Expense (accrual basis only)	6900	43,931.91	0.00	43,931.91
Amortization Expense - Lease Assets	6910			0.00
Total, Capital Outlay		43,931.91	0.00	43,931.91
<b>7. Other Outgo</b>				
Tuition to Other Schools	7110-7143			0.00
Transfers of Pass-Through Revenues to Other LEAs	7211-7213			0.00
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE		281,411.52	281,411.52
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO			0.00
All Other Transfers	7281-7299			0.00
Transfers of Indirect Costs	7300-7399			0.00
Debt Service:				
Interest	7438	3,632.37	0.00	3,632.37
Principal (for modified accrual basis only)	7439			0.00
Total Debt Service		3,632.37	0.00	3,632.37
Total, Other Outgo		3,632.37	281,411.52	285,043.89
<b>8. TOTAL EXPENDITURES</b>		1,781,321.22	636,435.41	2,417,756.63

**CHARTER SCHOOL UNAUDITED ACTUALS  
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2021 to June 30, 2022

Charter School Name: River Oak Charter

CDS #: 23656150115055 (1)

Description	Object Code	Unrestricted	Restricted	Total
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)</b>		353,494.23	(230,634.55)	122,859.68
<b>D. OTHER FINANCING SOURCES / USES</b>				
1. Other Sources	8930-8979			0.00
2. Less: Other Uses	7630-7699			0.00
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	(230,634.55)	230,634.55	0.00
4. TOTAL OTHER FINANCING SOURCES / USES		(230,634.55)	230,634.55	0.00
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE /NET POSITION (C+D4)</b>		122,859.68	0.00	122,859.68
<b>F. FUND BALANCE / NET POSITION</b>				
1. Beginning Fund Balance/Net Position				
a. As of July 1	9791	2,303,324.58	26,323.42	2,329,648.00
b. Adjustments/Restatements	9793, 9795	57,983.00		57,983.00
c. Adjusted Beginning Fund Balance /Net Position		2,361,307.58	26,323.42	2,387,631.00
2. Ending Fund Balance /Net Position, June 30 (E+F1c)		2,484,167.26	26,323.42	2,510,490.68
<b>Components of Ending Fund Balance (Modified Accrual Basis only)</b>				
a. Nonspendable				
1. Revolving Cash (equals Object 9130)	9711			0.00
2. Stores (equals Object 9320)	9712			0.00
3. Prepaid Expenditures (equals Object 9330)	9713			0.00
4. All Others	9719			0.00
b. Restricted	9740			0.00
c. Committed				
1. Stabilization Arrangements	9750			0.00
2. Other Commitments	9760			0.00
d. Assigned	9780			0.00
e. Unassigned/Unappropriated				
1. Reserve for Economic Uncertainties	9789			0.00
2. Unassigned/Unappropriated Amount	9790M			0.00
<b>3. Components of Ending Net Position (Accrual Basis only)</b>				
a. Net Investment in Capital Assets	9796	0.00		0.00
b. Restricted Net Position	9797		26,323.42	26,323.42
c. Unrestricted Net Position	9790A	2,484,167.26	0.00	2,484,167.26

**CHARTER SCHOOL UNAUDITED ACTUALS  
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2021 to June 30, 2022

Charter School Name: River Oak Charter

CDS #: 23656150115055 (1)

Description	Object Code	Unrestricted	Restricted	Total
<b>G. ASSETS</b>				
1. Cash				
In County Treasury	9110	1,234,846.75	255,721.36	1,490,568.11
Fair Value Adjustment to Cash in County Treasury	9111			0.00
In Banks	9120	205,623.31	26,323.42	231,946.73
In Revolving Fund	9130			0.00
With Fiscal Agent/Trustee	9135			0.00
Collections Awaiting Deposit	9140			0.00
2. Investments	9150			0.00
3. Accounts Receivable	9200			0.00
4. Due from Grantor Governments	9290	58,127.02		58,127.02
5. Stores	9320			0.00
6. Prepaid Expenditures (Expenses)	9330	41,956.79		41,956.79
7. Other Current Assets	9340			0.00
8. Lease Receivable	9380			0.00
9. Capital Assets (accrual basis only)	9400-9489	1,338,534.42		1,338,534.42
10. TOTAL ASSETS		2,879,088.29	282,044.78	3,161,133.07
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>				
1. Deferred Outflows of Resources	9490			0.00
2. TOTAL DEFERRED OUTFLOWS		0.00	0.00	0.00
<b>I. LIABILITIES</b>				
1. Accounts Payable	9500	61,001.67		61,001.67
2. Due to Grantor Governments	9590	280,582.76		280,582.76
3. Current Loans	9640			0.00
4. Unearned Revenue	9650		255,721.36	255,721.36
5. Long-Term Liabilities (accrual basis only)	9660-9669	53,336.60		53,336.60
6. TOTAL LIABILITIES		394,921.03	255,721.36	650,642.39
<b>J. DEFERRED INFLOWS OF RESOURCES</b>				
1. Deferred Inflows of Resources	9690			0.00
2. TOTAL DEFERRED INFLOWS		0.00	0.00	0.00
<b>K. FUND BALANCE /NET POSITION</b>				
Ending Fund Balance /Net Position, June 30 (G10 + H2) - (I6 + J2) (must agree with Line F2)		2,484,167.26	26,323.42	2,510,490.68

**CHARTER SCHOOL UNAUDITED ACTUALS  
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2021 to June 30, 2022

Charter School Name: River Oak Charter

CDS #: 23656150115055 (1)

**L. FEDERAL EVERY STUDENT SUCCEEDS ACT (ESSA) MAINTENANCE OF EFFORT REQUIREMENT**

**NOTE: IF YOUR CHARTER SCHOOL RECEIVED FEDERAL FUNDING, AS REPORTED IN SECTION A2, THE FOLLOWING ADDITIONAL INFORMATION MUST BE PROVIDED IN ORDER FOR THE CDE TO CALCULATE COMPLIANCE WITH THE FEDERAL EVERY STUDENT SUCCEEDS ACT (ESSA) MAINTENANCE OF EFFORT REQUIREMENT:**

**1. Federal Revenue Used for Capital Outlay and Debt Service**

Included in the Capital Outlay and Debt Service expenditures reported in sections B6 and B7 are the following amounts paid out of federal funds:

Federal Program Name (If no amounts, indicate "NONE")	Capital Outlay	Debt Service	Total
a. None	\$ 0.00	0.00	0.00
b.			0.00
c.			0.00
d.			0.00
e.			0.00
f.			0.00
g.			0.00
h.			0.00
i.			0.00
j.			0.00
TOTAL FEDERAL REVENUES USED FOR CAPITAL OUTLAY AND DEBT SERVICE	0.00	0.00	0.00

**2. Community Services Expenditures**

Provide the amount of State and Local funds reported in Section B that were expended for Community Services Activities:

Objects of Expenditures	Amount (Enter "0.00" if none)
a. Certificated Salaries	1000-1999 0.00
b. Noncertificated Salaries	2000-2999 0.00
c. Employee Benefits	3000-3999 0.00
d. Books and Supplies	4000-4999 0.00
e. Services and Other Operating Expenditures	5000-5999 0.00
TOTAL COMMUNITY SERVICES EXPENDITURES	0.00

**CHARTER SCHOOL UNAUDITED ACTUALS  
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2021 to June 30, 2022

Charter School Name: River Oak Charter

CDS #: 23656150115055 (1)

**3. Supplemental State and Local Expenditures resulting from a Presidentially Declared Disaster**

Brief Description i.e., COVID-19 (If no amounts, indicate "None")	Amount
a. _____	_____
b. _____	_____
c. _____	_____
d. _____	_____
<b>TOTAL SUPPLEMENTAL EXPENDITURES (Should not be negative)</b>	<b><u>0.00</u></b>

**4. State and Local Expenditures to be Used for ESSA Annual Maintenance of Effort Calculation:**

Results of this calculation will be used for comparison with 2020-21 expenditures. Failure to maintain the required 90 percent expenditure level on either an aggregate or per capita expenditure basis may result in reduction to allocations for covered programs in 2023-24.

a. Total Expenditures (B8)	<u>2,417,756.63</u>
b. Less Federal Expenditures (Total A2) [Revenues are used as proxy for expenditures because most federal revenues are normally recognized in the period that qualifying expenditures are incurred]	<u>198,322.36</u>
c. Subtotal of State & Local Expenditures [a minus b]	<u>2,219,434.27</u>
d. Less Community Services [L2 Total]	<u>0.00</u>
e. Less Capital Outlay & Debt Service [Total B6 plus objects 7438 and 7439, less L1 Total, less objects 6600 and 6910]	<u>47,564.28</u>
f. Less Supplemental State and Local Expenditures resulting from a Presidentially Declared Disaster	<u>0.00</u>
<b>TOTAL STATE &amp; LOCAL EXPENDITURES SUBJECT TO MOE</b> [c minus d minus e minus f]	<b>\$ <u>2,171,869.99</u></b>

# Consolidated Application Fiscal year 2022-2023

## Homeless Education Certification

The LEA hereby assures that the LEA has met the following requirements:

1. Designated a staff person as the liaison for homeless children and youths;
2. Developed a written policy that supports the enrollment and retention of homeless children and youths in schools of the LEA which:
  - a) Includes policies and practices to ensure that homeless children and youths are not stigmatized or segregated on the basis of their status as homeless;
  - b) Includes a dispute resolution process;
  - c) Ensures that transportation is provided for a homeless child or youth to and from the school of origin if requested by the parent, guardian or homeless liaison;
3. Disseminated public notice of the educational rights of homeless children and youths where such children and youths receive services under the provisions of the Education for Homeless Children and Youths Act.

### Homeless Liaison Contact Information

First Name	Talia
Last Name	Cechin
Title	registrar
Email Address	tcechin@riveroakcharterschool.org
Telephone Number	707-467-1855
Enter full-time equivalent (FTE) for all personnel directly responsible for the implementation of homeless education	1

### Homeless Liaison Training Information

\* Has the homeless liaison attended and/or participated in a homeless education liaison training within the last two years:

yes	YES/NO
-----	--------

### Has the homeless liaison provided training to the following personnel:

Principals and other school leaders:	yes	YES/NO
Attendance officers and registrars:	yes	YES/NO
Teachers and instructional assistants:	yes	YES/NO
School counselors:	yes	YES/NO

### Homeless Education Policy and Requirements

\* Does the LEA have a written homeless education policy:

If you answered no above,

Provide an explanation why the LEA does not have a homeless education policy. (Maximum 500 characters)

yes	YES/NO
-----	--------

	EXPLANATION IF NECESSARY
--	--------------------------

Date LEA's board approved the homeless education policy:

23-Jul-20 DATE

\* Does the LEA meet the above federal requirements (requirements are to right):

yes YES/NO

Compliance comment:

Provide an explanation why the LEA does not comply with federal requirements. (Maximum 500 characters)

EXPLANATION IF NECESSARY

\* Does your LEA use a housing questionnaire to assist with the identification of homeless children and youth:

yes YES/NO

## Title I, Part A Homeless Expenditures

Amount of 2021-22 Title I, Part A funds expended or encumbered for direct or indirect services to homeless children:

3,000 Input \$ amount

Brief description of Homeless services provided:

After scho Input brief description of services provide

No expenditures or encumbrances comment:

Budget was for the afterschool program.

If no expenditures listed, provide an explanation why there are no Title I, Part A expenditures or encumbrances for homeless services.



# 2022-23 Protected Prayer Certification

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides writ

Required fields are denoted with an asterisk (\*).

## Protected Prayer Certification Statement

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

\* The authorized representative agrees to the above statement:

yes YES/NO

Authorized Representative's Full Name:

Jaenelle Le INPUT NAME

Authorized Representative's Title

Superinter INPUT TITLE

Authorized Representative's Signature Date:

9/12/2022 INPUT DATE

Comment:

If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters)

# 2022-23 LCAP Federal Addendum Certification

Required fields are denoted with an asterisk (\*).

## Initial Application

To receive initial funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) the State. Within California, LEAs that apply for ESSA funds for the first time are required to complete the Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Adc Plan

In order to initially apply for funds, the LEA must certify that the current LCAP has been approved by the local certification, the LEA agrees to submit the LCAP Federal Addendum, that has been approved by the local of Education (CDE) and acknowledges that the LEA agrees to work with the CDE to ensure that the Adder they are applying for federal education funds.

## Returning Application

If the LEA certified a prior year LCAP Federal Addendum Certification data collection form in the Consolidate the same original approval or adoption date used in the prior year form.

### Direct Funded Charter:

Enter the adoption date of the current LCAP

4-May-20 Input date 5/4/20

\* Authorized Representative's Full Name:

Emily Selin Input name

\* Authorized Representative's Title:

Superinte Input title

# 2022-23 Application for Funding

*Required fields are denoted with an asterisk (\*).*

## Local Governing Board Approval

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

By checking this box the LEA certifies that the Local Board has approved the Application for Funding for the listed fiscal year: ☒ Put "X" if you certify stmt.

## District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

By checking this box the LEA certifies that parent input has been received from the District English Learner Committee (if applicable) regarding the spending of Title III funds for the listed fiscal year: ☒ Put "X" if you certify stmt.

## Application for Categorical Programs

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that th

\* Title I, Part A (Basic Grant):

ESSA Sec. 1111 et seq.

SACS 3010

Yes ☒ YES/NO

\* Title II, Part A (Supporting Effective Instruction):

ESEA Sec. 2104

Yes ☒ YES/NO

SACS 4035

**\* Title III English Learner:**

ESEA Sec. 3102

SACS 4203

Yes ☐ YES/NO IF YES, PLEASE COMPLETE THE TITLE III, EL TAB. IF NO, DO NOT COMPLETE THE TITLE III EL TAB

**\* Title III Immigrant:**

ESEA Sec. 3102

SACS 4201

Yes ☐ YES/NO IF YES, PLEASE COMPLETE THE TITLE III IMM TAB, IF NO, DO NOT COMPLETE THE TITLE III IMM T

**\* Title IV, Part A (Student and School Support):**

ESSA Sec. 4101

SACS 4127

Yes ☐ YES/NO

**\*\*ONLY COMPLETE IF YOU MARKED "YES" FOR TITLE III ENGLISH LEARNER ON THE FY22-23 APPLICATION FOR FUNDING**

## 2022–23 Title III English Learner Student Program Subgrant Budget

The purpose of this data collection form is to provide a proposed budget for English learner (EL) Student Program Subgrant.

### Estimated Allocation Calculation

\*Estimated EL student count  Input estimated EL student count here  
EL per student allocation   
Estimated EL allocation

### Note: \$10,000 minimum program eligibility criteria

If the local educational agency's estimated English learner student program allocation is less than \$10,000, then it does not meet the minimum program eligibility criteria for direct funding status and requires further action. To receive instructions regarding the consortium application process, please go to the California Department of Education Title III EL Consortium Details web page at <https://www.cde.ca.gov/sp/el/t3/elconsortium.asp>.

### Budget

\* Professional development activities:  INPUT \$ AMOUNT (IF ANY)

\* Program and other authorized activities:  INPUT \$ AMOUNT (IF ANY)

\* English Proficiency and Academic Achievement:  INPUT \$ AMOUNT (IF ANY)

\* Parent, family, and community engagement:  INPUT \$ AMOUNT (IF ANY)

**3,753.00 TOTAL MUST EQUAL ESTIMATED EL ALLOCATION AMOUNT ABC**

# 2021-22 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies data collection.

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules. Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 c <https://www.cde.ca.gov/fg/ac/sal/>.

\* 2022-23 Request for authorization:

☒ yes ☐ YES/NO

LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system:  
(Maximum 500 characters)

INPUT ANY KNOWN DEFICIENCIES IF ANY. IF NONE KNOWN SIMPLY PUT "NO KNOWN DEFICIENCIES".

# 2022-23 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. Before continuing to certify any data, you must submit the information below. You will only be prompted for this information once per fiscal year. A complete list of legal and program assurances for the fiscal year can be viewed by selecting the Program Information link in this form. Once submitted, the Certification of Assurances will be available under Reports for printing purposes.

*Required fields are denoted with an asterisk (\*).*

## Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

\* Authorized Representative's Full Name:

Jaenelle Le INPUT NAME

\* Authorized Representative's Title:

Superinten INPUT TITLE

\* Authorized Representative's Signature Date

9/8/2022 INPUT DATE

**FIELD TRIP REQUEST AND APPROVAL FORM**

Return this form to administrator for approval.

Date of Request September 22-23 Teacher JIROUT Grade 5

Requests for day trips are due 2 weeks in advance. Requests for overnight trips are due 5 weeks in advance.

**Trip Information**

Destination(s) <u>3 MUSEUMS</u>	Type of Transportation <u>car</u>
Departure Date <u>9-22-22</u>	Departure Time <u>8:45 am</u>
Return Date <u>9-23-22</u>	Return Time <u>4:30 pm</u>
Miles to Destination <u>123 mi.</u>	Miles Back from Destination <u>159 mi</u>
Number of Participating Students <u>26</u>	Number of Non-participating Students <u>0</u>
<input checked="" type="checkbox"/> Teacher assures that no student is excluded from participating based on financial need	

Science Academy, De Young, & Rosicrucian-

**Contact Information**

Teacher <u>Jirot, Amy</u>	Phone <u>707-391-2046</u>
Field Trip Coordinator <u>Amy Jirot</u>	Phone <u>NA</u>
Destination Contact <u>FORT MASON Hostel</u> <u>(overnight location)</u>	Phone

**Educational Information**

Educational objectives which relate to the curriculum Each museum visit will connect directly to our curriculum and NGSS.

Instruction which will be provided before and after the trip Science lessons will be provided to explain objective of specific exhibits to look for and locate. History lessons and Geography will also be provided.

Names of non-participating students 0

Educational provisions for non-participating students 0 will apply if needed

**Provisions made by teacher for ROCS while teacher and class are away on the field trip.**

List specialty teachers who won't need to teach your absent class (you must let them know):

Ms. Amanda (handwork) Ms. Brunner (movement)

Complete page 2 of this form to indicate which classes need substitutes while you are away.

Administrator Approval \_\_\_\_\_ Date \_\_\_\_\_

Charter Council Approval \_\_\_\_\_ Date \_\_\_\_\_

(overnight trips only)



**Fort Ross Itinerary**  
**Ms. Mize 10/13/22 - 10/14/22**

8:00 -- Arrive at ROCS. Ms. Mize will give each child a burlap sack to hold their gear and car assignments will be given.

8:30 -- Depart from ROCS.

10:30 -- Bathroom Break - Jenner Post Office - quick stop

10:40 -- Arrive at Reef Campground - Drivers will continue on to gate at Fort Ross to drop off gear and park.

11:00 -- Students, teacher, and some chaperones will arrive at Fort on foot. (Please meet us and help us with flag raising ceremony!!)

11:40 -- Specialist will greet walkers outside the fort with a short talk; Militia checks passes at the gate; flag raising ceremony. Tour the buildings.

12:00 -- Lunch

12:30 -- Orientation and trade skit with specialist.

1:00 -- Work on assigned tasks in groups.

4:00 -- Return gear, clean-up, set up sleeping gear, wash hands, get ready for dinner, write in journals, quiet time.

4:30 -- Gather at tables to meet with interpreter.

5:00 -- Say verse and eat dinner. All stay seated until everyone is done. Food scraps are put in compost. Everyone washes their utensils and plates. Militia is responsible for clean-up.

5:30 -- Teacher takes employees to watch the sunset and review the days events while parents do final clean-up and a chance to socialize with one another.

6:00 -- Mail call. After mail call, children return to their respective sleeping quarters to write in journals, or to write a letter home.

6:30 -- Gather in chapel student sharing.

7:00 -- Story time in the chapel.

7:30 -- Night hike!

8:30 -- Get ready for bed.

9:00 -- Lights out. First watch - Cooks.

11:00 -- Second watch - Artisans

1:00 -- Third watch - Clerks

2:00 -- Hunters.

3:00 -- Fourth watch - Militia.

6:00 -- Quiet time at the fort. Early risers may write in their journals.

7:00 -- Cooks start breakfast.

7:30 -- Rise and shine!

8:00 -- Breakfast followed by clean-up.

8:30 -- Pack up all personal gear and bring to gate for loading.

9:00 -- Morning responsibilities of assigned groups and payment by officers (chaperones) to employees (students) based upon quality of work.

9:30 -- Each group gets a turn in Trade Store to make purchases.

10:30 -- Morning hike!

11:30 -- Dancing. (Please meet us and help us with flag lowering ceremony!! Also, please teach us a dance, or song.)

12:00 -- Eat lunch.

12:30 -- Pack up gear in cars.

1:00 -- Head home.

3:00 -- Arrive back at ROCS for parent pick-up.

**FIELD TRIP REQUEST AND APPROVAL FORM***Return this form to administrator for approval.*Date of Request 9/2/22 Teacher Douthit Grade 3Requests for day trips are due 2 weeks in advance. Requests for overnight trips are due 5 weeks in advance.**Trip Information**

Destination(s) <u>ROCS Sleepover</u>	Type of Transportation <u>Ø</u>
Departure Date <u>n/a 10/14</u>	Departure Time <u>5:30 Friday</u>
Return Date <u>n/a 10/15</u>	Return Time <u>9:00 Sat pick-up</u>
Miles to Destination <u>Ø</u>	Miles Back from Destination <u>Ø</u>
Number of Participating Students <u>26</u>	Number of Non-participating Students <u>Ø</u>
<input checked="" type="checkbox"/> Teacher assures that no student is excluded from participating based on financial need	

**Contact Information**

Teacher <u>Douthit</u>	Phone <u>707-391-4537</u>
Field Trip Coordinator <u>_____</u>	Phone <u>_____</u>
Destination Contact <u>_____</u>	Phone <u>_____</u>

**Educational Information**

Educational objectives which relate to the curriculum <u>Classroom community building, cooking, Hebrew studies (making sukkah made)</u>
Instruction which will be provided before and after the trip <u>Begin constructing sukkah, Only discussions about nerves, independence, etc.</u>
Names of non-participating students <u>Ø yet</u>
Educational provisions for non-participating students <u>_____</u>

**Provisions made by teacher for ROCS while teacher and class are away on the field trip.**

List specialty teachers who won't need to teach your absent class (you must let them know):

ØComplete page 2 of this form to indicate which classes need substitutes while you are away. Ø

Administrator Approval \_\_\_\_\_ Date \_\_\_\_\_

Charter Council Approval \_\_\_\_\_ Date \_\_\_\_\_

(overnight trips only)

# **River Oak Charter School COVID-19 Safety Plan**

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### **III. Reference Document Link**

## I. Introduction

The ROCS COVID-19 Safety Plan addresses the Cal/OSHA COVID-19 Prevention Program requirements. The sections that reference Cal/OSHA requirements are denoted by “Cal/OSHA”.

The foundational principle of this plan is that all students must have access to safe and full in-person instruction and to as much instructional time as possible.

Schools will implement strategies to encourage behaviors that reduce the spread of COVID-19.

This COVID-19 Safety Plan is in line with the new CDPH guidance, Cal/OSHA, and local health orders and mandates. Additionally, it includes the necessary components of a COVID-19 Prevention Program (Cal/OSHA). This plan will be updated as needed when state and local requirements change.

### General Guidelines in Working with COVID-19

COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is less likely that the virus may spread to hands from a contaminated surface and then to the nose, eyes, or mouth, causing infection. Therefore, personal prevention practices (such as handwashing, staying home when sick) and environmental cleaning and disinfection are important principles that are covered in this document. Fortunately, there are a number of actions schools can take to help reduce the risk of COVID-19 exposure and spread during school sessions and activities.

**Supplies for School Sites and Classrooms** to maintain an environment that is as safe as possible and mitigates various risks of transmission. (Cal/OSHA)

1. **Barriers** which include gloves, face masks (including but not limited to 3-ply masks), face shields, and goggles.
2. **Cleaning Supplies** which include: soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, disinfectant wipes, and various custodial cleaning products.

## II. Strategies to Prevent the Spread of COVID-19 - Infection Mitigation Strategies

### 1. Face Coverings, Personal Protective Equipment and Supplies (Cal/OSHA)

Unless otherwise directed by local health departments or ROCS, staff should follow CDPH masking guidance for the general public, as well as masking guidance for specific situations such as when having symptoms, being infected, or exposed.

ROCS will communicate changes in local or CDPH guidance on masks.

ROCS will have a supply of face coverings for students or staff who forget to bring a face covering to school. Staff will also be provided with disposable 3-ply surgical masks and N95 masks.

ROCS will provide adequate supplies, including soap, hand sanitizer with at least 60 percent alcohol (children under 6 years old should use hand sanitizer under adult supervision), paper towels, tissues, disinfectant wipes, gloves, face coverings, or shields.

ROCS will continue to monitor and evaluate the need for PPE as required by CCR Title I, section 3380, and CCR Title 8, section 5144. ROCS will purchase such PPE as needed.

## **2. Optimizing Indoor Air Quality (Cal/OSHA)**

The risk of getting COVID-19 is greater in indoor settings with poor air quality. Effective ventilation and filtration can curb the spread of COVID-19 and other infectious diseases. It may also protect students and staff from exposure to wildfire smoke and other airborne allergens and pollutants.

Outdoor activities, including snacks/meals, active exercise, and instruction, will be encouraged. Students should come prepared for increased outdoor activities. They should wear layers of clothing or bring additional clothing.

Ventilation systems are continually monitored for proper operation. All Heating, Ventilation & Air Conditioning (HVAC) Merv 11 or higher filters are replaced on a scheduled replacement cycle. ROCS uses filters above industry standards. Replacement cycles will be adjusted accordingly based on guidance or need. In addition to HVAC, when practicable, classroom and office ventilation are to have windows and doors open to allow airflow to provide as much fresh air as possible. All classrooms and work areas serving more than one individual have been equipped with low-noise HEPA air filters with a large enough capacity and flow rate for the square footage of the room.

If the amount of outside air needs to be minimized due to other hazards, such as heat and wildfire smoke, the Superintendent or designee may close school to in-person learning and move to independent study. (Engineering Controls)

## **3. Maintaining Clean Hands (Cal/OSHA)**

Hand hygiene can prevent the spread of infectious diseases, including COVID-19.

Schools will teach and reinforce proper handwashing to lower the risk of spreading viruses, including the virus that causes COVID-19.

Schools should ensure adequate supplies to support hand hygiene behaviors, including soap, tissues, no-touch trash cans, and hand sanitizers with at least 60 percent alcohol for staff and children who can safely use hand sanitizer. Hand sanitizers should be stored up, away, and out of sight of younger children and should be used only with adult supervision for children under 6 years of age.

Schools should teach and reinforce covering coughs and sneezes to help keep individuals from getting and spreading infectious diseases, including COVID-19.

## 4. Getting Tested for COVID-19

Testing remains a key mitigation layer to detect and curb transmission of COVID-19. Schools are encouraged to ensure access to COVID-19 testing for students and staff. Antigen tests are the primary option for detecting COVID-19.

As per the State Public Health Officer Order of August 11, 2021, all employees are required to either show proof of COVID-19 vaccination or a weekly negative COVID test. These COVID tests may be taken at home using an at-home test. The employee must upload test results to Heidi Poloynis, [hpoloynis@riveroakcharterschool.org](mailto:hpoloynis@riveroakcharterschool.org). Testing will be provided as requested.

Schools may allow visitors, volunteers, and activities involving external groups or organizations if they are fully vaccinated or agree to weekly Antigen testing. At home, over-the-counter tests are accepted with submission of a photo of the negative test with the volunteer's name, date test was taken and test result written on the test and submitted to the office as part of the volunteer approval process.

Due to the increased travel and social interactions that often occur during school breaks, it is recommended that students and staff get tested for COVID-19 prior to returning to school following major breaks (e.g., summer, winter, spring).

## 5. Staying Up to Date on Vaccinations

Vaccinations prevent illness by working with the body's natural defenses to help safely develop immunity to disease. Not only do vaccinations provide individual-level protection, but high vaccination coverage reduces the burden of disease in schools and communities and may help protect individuals who are not vaccinated or those who may not develop a strong immune response from vaccination.

California strongly recommends that all eligible individuals get vaccinated against COVID-19 and remain up-to-date to protect oneself and reduce transmission of the virus.

## 6. Checking for Signs, Symptoms, and Exposures (Cal/OSHA)

### Staying Home When Appropriate

Staying home when sick can lower the risk of spreading infectious diseases, including COVID-19, to other people.

In most situations, any student who develops new, unexplained symptoms should not return to campus until it is clear that symptoms are mild and improving or are due to a non-infectious cause (e.g., allergies). This includes waiting until 24 hours have passed since resolution of fever without the use of fever-reducing medications.

Additionally, if symptoms are concerning for COVID-19, it is strongly recommended that students wear a mask and get tested immediately. Students should also follow CDPH recommendations for retesting and/or isolating if results are positive.

Students/staff will continue to notify ROCS and/or school site when they need to stay home.

- For staff members, please contact Jaenelle Lampp, [jlampp@riveroakcharterschool.org](mailto:jlampp@riveroakcharterschool.org) if you need to stay home due to a COVID-19 exposure, are experiencing COVID-19 symptoms, or have been diagnosed with COVID-19.

- California requires employers to provide COVID-19 supplemental pay to workers through September 30, 2022. This includes leave for employees who are experiencing symptoms of COVID-19 and seeking a medical diagnosis, attending a vaccine appointment for themselves or a family member, and/or if a worker's child is isolating due to COVID-19 infection.

***See Charts on Next Two Pages.***

## **7. Managing Students Exposed to COVID-19:**

Families will notify schools if their child has COVID-19 and was on school grounds during their infectious period.

Schools will provide a general notification to the entire school community during times of elevated community transmission of COVID-19. This communication will alert all to the increased potential of being exposed to COVID-19 due to a rise in cases among school and community members, and remind all to monitor for symptoms and get tested.

All students with known exposure to persons with COVID-19 should follow recommendations listed above. If they remain without symptoms, students may continue to take part in all aspects of K–8 schooling, including sports and extracurricular activities. As recommended above, they should wear a well-fitting mask around others for a total of 10 days and get tested 3–5 days after last exposure.

## **8. Reporting COVID-19 to Public Health**

Notifying local health authorities of the disease burden in schools can help gain additional resources to manage illness and contain transmission and outbreaks.

Schools will report to Mendocino County Public Health of escalating COVID-19 situations/outbreaks, including when there are 3 or more positive COVID cases over a two-week span among students and staff who share the same indoor airspace for 15 minutes or more over a 24 hour period.

## **9. Managing COVID-19 Outbreaks**

Broad disruptions to in-person learning, such as temporary school or classroom closures, due to COVID-19 should remain a last resort and considered only after all available resources have been exhausted and only after conferring with local health officials.

## **10. Staff Training (Cal/OSHA)**

Staff will receive follow-up training in:

- Policies and procedures to protect employees from COVID-19 hazards and how to participate in the identification and evaluation of those hazards
- Information regarding COVID-19-related benefits, either from employer or from federal, state or local government, that may be available to employees impacted by COVID-19.
- The fact that COVID-19 is an infectious disease that can be spread through the air when an infectious person talks, or vocalizes, sneezes, coughs or exhales; that COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes,



nose or mouth, although that is less common; and that an infectious person may show no symptoms.

- Proper use of face covers and the fact that face covers are not respiratory protective equipment.
- The conditions under which face covers must be worn in the workplace.
- That employees can request face covers at no cost to the employee and can wear them at work regardless of vaccination status, without fear of retaliation.
- That respirators such as N95s are more effective at preventing COVID-19.
- Respirators may be requested by any employee, regardless of vaccination status, without fear of retaliation and at no cost to the employee.
- When respirators are provided for voluntary use, the employee will be trained on how to properly wear the respirator, how to perform a seal check, and the fact that facial hair interferes with a seal.
- The importance of frequent hand washing for a least 20 seconds and use of hand sanitizer when handwashing facilities are not available.
- The symptoms of COVID-19 and the importance of not coming to work and of getting tested in an employee has symptoms.
- Information about ROCS COVID-19 policies; how to access COVID-19 testing and vaccination; and the fact that vaccination is effective at preventing COVID-19, protecting against both transmission and serious illness of death.

## **11. Maintain Healthy Operations (Cal/OSHA)**

COVID safety concerns should be directed to the site principal or appropriate administrator who will ensure that all possible exposures to COVID-19 are documented and tracked in order to notify local health officials, staff, and families in a prompt and responsible manner.

Employees should report COVID-19 related concerns to their supervisor without fear of reprisal. Responsibility and authority for implementing this plan: Janelle Lampp, [jlampp@riveroakcharterschool.org](mailto:jlampp@riveroakcharterschool.org) (Cal/OSHA)

In the event that staff has been exposed to an individual who has tested positive for COVID-19, those who have had contact with the individual will be contacted as soon as is practicable. Written notification of employees and union leadership will be in accordance with Labor Code 6409.6 (Employee Letter, Union Leadership Notification). Records of positive COVID-19 cases will be included.

In general, routine cleaning is enough to sufficiently remove the virus that causes COVID-19 from surfaces. If disinfectants are used, use asthma-safer products.

Staff members requesting accommodations related to COVID-19 shall notify their immediate supervisor and contact Jaenelle Lampp, [jlampp@riveroakcharterschool.org](mailto:jlampp@riveroakcharterschool.org)

## **12. Confirmed COVID-19 Case (Cal/OSHA)**

Parents are asked to notify the school site office if their student tests positive for COVID-19. Staff members who become aware of a student who has tested positive for COVID-19 are to contact their school site office immediately. Each site will appoint a person to work as the COVID-19 Liaison with Public Health and ROCS.

Staff members who test positive for COVID-19 are to contact Principal, Jaenelle Lampp and site Administrator Assistant, Talia Cechin immediately. The Human Resources Department will conduct contact tracing in accordance with Cal/OSHA and Public Health guidance. This includes determining who the employee had contact with during their infectious period and worksites where the employee was present.

ROCS will report immediately to Cal/OSHA any COVID-19-related serious illness or death related to COVID-19. The steps taken to implement the COVID Safety Plan will be maintained and the plan is available on the District website and at the worksites. Records of employees who test positive for COVID-19 will be maintained by the Principal and will include the following employee information.

- Name;
- Occupation;
- Location where the employee worked;
- Date investigation was initiated;
- Whether a COVID-19 test was offered;
- Name of staff involved in the investigation;
- Date and time employee who tested positive was last in the workplace;
- Date of positive or negative test results/diagnosis;
- Date the case first had one or more COVID symptoms;
- Information received regarding COVID-19 test results and onset of symptoms.

### **13. School Events and Activities**

School dances, large assemblies, and other school-based crowded events, all have the potential to cause substantial spread of COVID-19 within and beyond the school community. Therefore, schools are encouraged to:

- Host such events outdoors whenever possible.
- Separate the event into smaller cohorts (by grade, for example) whenever possible.
- Promote vaccines for all eligible attendees (students and adults). Consider pre-entry testing for all unvaccinated attendees at or just prior to the event.
- Plan in advance how to identify close contacts or exposed groups if it is later discovered that someone with COVID-19 attended the event. Encourage pre-registration with CA Notify and maintain a log of all attendees (even those arriving pre-event) at the door/entrance to the event.
- Consider requiring the use of masks at school-based large, crowded indoor events.
- If food or drinks are to be served, serve them outdoors whenever possible and/or place them away from other areas to clearly designate spaces where masks should be worn.

## **III. Reference Document Links**

- [California Department of Public Health School Guidance \(6-30-2022\)](#)
- [CA Safe Schools for All Hub](#)
- [CAL/OSHA](#)
- [Mendocino County Public Health Order Page](#)

# Sales Proposal

Date: 9/9/2022  
Talia Cechin  
River Oak Charter School  
555 Leslie St.



6202 Benjamin Road, Suite 103 Tampa, FL 33634  
Telephone: 800-956-9000  
Fax # 813-769-2257  
Email: ncollins@image-1.com

Ukiah  
Ca  
95482

Phone: 7074671855		Quote ID #:		Fax:	
Qty	Description	Price Each	Price Extended		
1	Strata Applications Installation & Training	\$975.00	\$975.00		
1	Strata Apps Prepay Volume 250 Applications	\$240.00	\$240.00		
1	Annual Subscription Fee	\$150.00	\$150.00		
<p>PLEASE NOTE: FMA meal application forms to be by Strata Apps for Meal Applications software MUST be designed and approved for use with the software by Image One.</p> <p>Printed application forms for the software can be from Image One. Please contact your sales representative for questions and quotes.</p>					
Terms: Net 30		Est. Shipping:		TOTAL: \$1,365.00	

## Customer Acceptance

By signing below, the customer warrants that he/she is authorized to place order on behalf of the company, accepts the terms of this agreement, and authorizes Image One to order the equipment or software quoted herein, install the equipment or software at the customer's location, and remit timely payment to Image One Corporation. Customer agrees that invoiced amounts not paid to terms will be subject to late fees of 1 and 1/2 percent per month. All sales are Final. Defective products with be either fixed or replaced.

	<i>Nik Collins</i>
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Customer Acceptance  
River Oak Charter School

Date

Image One Corporation

Prices are firm for 30 days from the date of this proposal and are subject to change without notice thereafter.