



## Insight School of Oregon Painted Hills School Regular Board Meeting Minutes

May 16, 2019

### [Blackboard Location of Board Meetings](#)

#### I. PRELIMINARY

The meeting was called to order by Chet Edwards at 4:00 PM

**Board Members Present:** Chet Edwards, Lori Beach

**Board Member(s) Absent:** Rose Wellman

Quorum Established: Yes

**ISORPH Staff Members Present:** Tim Jalkanen, Steve Boynton, Tara Bourland, Yancey Fall and Dianne Hendrix

**Visitors:** Craig Chun-Hun (K12), Sheila Shiebler, Julia Koslov

#### Agenda Additions/Deletions:

No additions/deletions.

#### CONSENT AGENDA

##### Approval of:

School Board Meeting Minutes\_04\_18\_19, Disbursements for ISOR-PH\_Apr, ISOR-PH Bank Reconciliation Operating Account - ISOR-PH Bank Reconciliation Operating Account -WF-6513 April 30, 2019-Final

Reference: I\_C\_MINUTES\_20190321\_FINAL

Reference: I\_C\_ISORPH Sequential Check Register - April\_2019

Reference: I\_C\_ISOR-PH ISOR-PH Bank Reconciliation Operating Account -WF-6513 April 30, 2019- Final v

It is recommended that the Board approve the consent agenda items as presented above.

Motion: Lori Beach

Second: Chet Edwards

Vote: All approved. Chet Edwards and Lori Beach (2-0)

#### II. COMMUNICATIONS

##### A. **Public Comments**

None presented

## **ITEMS SCHEDULED FOR INFORMATION**

### **B. Head of School Report – Tim Jalkanen**

After our annual school audit, it was recommended to put policies and procedures into place regarding all areas regarding finances and the handling thereof. This is an action item to vote on.

AdvancED Readiness Diagnostic meeting, May 6 with AdvancEd representative DiAnne Fentress to prepare for the upcoming process for Destinations Career Academy and Cascade Virtual Academy to be accredited.

Tim went to the Mitchell School Board meeting on May 15, 2019. At this time he invited the Mitchell School Board members to our Graduation, June 8, 2019. Plans for upcoming Summer School were shared with the School Board and students in their school were invited to attend Summer School.

We will need to file the agreement with Mitchell with the intent to renew our contract with Mitchell School District for all three schools; Insight School of Oregon Painted Hills, Destinations Career Academy of Oregon and Cascade Virtual Academy.

Re-registration is forecasting growth in Destinations Career Academy of Oregon and Cascade Virtual Academy for next year, this will likely result in new positions being added to those schools. Insight School of Oregon Painted Hills is not showing the same growth, no new staff to be added at this time.

Our school offers annual contracts. We will be offering new employee agreements to staff near the end of June. We are forecasting growth for next year, based on the incoming enrollments and returning student count.

### **C. Principal Report – ISORPH AND ORDCA Steve Boynton**

The last two weeks of school, all staff will be focused on intervention and remediation, reviewing what has already been taught this school year, no new instruction will occur to focus to drive learning to impact passing rates to the 70% goal.

Prom and Graduation are upcoming, June 7 and 8. Looking forward to these events.

We have expanded offerings for students next year, this is exciting for students to have options.

Steve and Tara Bourland are focused on Professional Development for the fall. Trauma Informed Practices will be the focus of what will be shared with the staff.

**D. Principal Report – CVA – Tara Bourland**

Cascade Virtual Academy updates

At the middle school level for the last two weeks the focus will be on getting students caught up. It is now crunch time.

At the elementary level it is a similar focus to complete all their required coursework. Keeping students engaged and attending live class connect sessions

Professional Development conference will be held in June for all non-high school staff. Focused on Trauma Informed Practices, celebration and team building.

The end of June all high school staff, and that don't attend the Riverhouse conference will be attending the AVID conference in San Diego.

**E. Operations – Yancey Fall**

Current enrollment for all three schools was presented to the Board. Excellent retention for the student population at Cascade Virtual Academy. We currently have 648 students in all three schools.

Re-registration began the beginning of April. Our response rate is now up to 71%. This feedback is what we base our budget on for next year.

Schoolmaster to Synergy Student Information System. Based on feedback from Tyler Technology, they will not be supporting Schoolmaster going forward. We are moving to Synergy which is a web-based system that will provide ease of access to the system for all staff. Mitchell School District is moving to this system and per contract we are required to use the same system. Staff will be trained on the new system.

**F. Finance Report –Craig Chun-Hun**

Craig Chun-Hun shared April financials, key assumptions, and the full year Forecast vs Budget year to date. We have ten months of actuals with two months to go. K12 has issued balanced budget credits to balance the budget to date which results in a zero-bottom line.

Measure 98 Grant reporting was shared for how funds have been spent to date.

Special Education revenue and expenses were shared.

### **III. ITEMS SCHEDULED FOR ACTION**

#### 1) Oregon Fiscal Policy and Procedures\_ISORPH

It is recommended that the Board approve Oregon Fiscal Policy and Procedures\_ISORPH

Motion: Lori Beach

Second: Chet Edwards

- Vote: All approved. Chet Edwards and Lori Beach (2-0)

#### **Future Meetings/Important Dates**

- School Board Meeting Thursday, June 20, 2019 @4pm
- Prom, June 7 from 8pm – 10pm
  - The Weller House  
2127 N. Albina Ave #301, Portland, OR 97210
- Graduation, June 8 from 3-4pm
  - University of Portland, Buckley Center Building  
5000 N Willamette Blvd, Portland, OR 97203
- Professional Development Conference – June 19-21, 2019  
The Riverhouse, Bend OR
- AVID Conference – June 24-26, 2019  
San Diego, CA

Meeting was adjourned at 4:35PM.