



Insight School of Oregon Painted Hills School Regular Board Meeting Minutes

October 17, 2019

[Blackboard Location of Board Meetings](#)

I. PRELIMINARY

The meeting was called to order by Chet Edwards at 4:05 PM

Board Members Present: Chet Edwards, Lori Beach and Harold Adams

Board Member(s) Absent:

Quorum Established: Yes

ISORPH Staff Members Present: Tim Jalkanen, Carrie Quinn, Yancey Fall, and Dianne Hendrix

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

Agenda Additions/Deletions:

No additions/deletions.

CONSENT AGENDA

Approval of:

- 1) Approval of School Board Meeting Minutes__9-19-19
Reference: I_C_MINUTES_20190919_FINAL
- 2) Approval of Disbursements for ISOR-PH_Sept
Reference: I_C_ISORPH Sequential Check Register – Sept_2019
- 3) Approval of ISOR-PH Bank Reconciliation Operating Account -WF-6513 Sept, 2019-
Final
Reference: I_C_ISOR-PH Bank Reconciliation Operating Account -WF-6513 Sept, 2019- Final v

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

Motion: Lori Beach

Second: Harold Adams

Vote: All approved. Chet Edwards, Lori Beach and Harold Adams (3-0)

II. COMMUNICATIONS

A. **Public Comments**

None presented

ITEMS SCHEDULED FOR INFORMATION

B. Head of School Report – Tim Jalkanen

Tim thanked Harold “Skip” Adams for joining us as part of our ISORPH School Board and providing valuable leadership. We look forward to your guidance and support.

Students on track and passing rates for all three schools were shared as of October 1st. 2019 as compared to last year. Details for students to qualify as “on track” was clarified for all three schools. We are working to increase all percentages for students “on track.” Passing rates year over year were shared as well.

The job description for the Operations Manager was presented. This is an internal document used by the school. All job descriptions are presented to the Board for their review and approval.

Staffing update: we have hired a new ELA Teacher, Evangeline Armstrong. We are very pleased to have her on staff.

School Board policy updates for Criminal Records Check and Fingerprinting were reviewed and discussed. OSBA policies are shared out on a regular basis to be presented to the School Board for review and adoption. As a member of the OSBA we subscribe to their updates. This is an existing policy with updated wording.

C. High School Principal Report – ISORPH and ORDCA - Tim Jalkanen

Steve Boynton is in Herndon, VA K12 for Administrative professional development training this week.

Tim shared that this last Friday was a Professional Development training day. K12 training and training for students with high needs were attended. No classes were held. The valuable information learned was shared out at our weekly staff meeting to benefit all staff.

When new students come to our schools, they take assessment tests, this data is then utilized to place students into target groups to get assistance for areas they need support in.

D. Elementary School Principal Report – Carrie Quinn

We are really happy about the progress our K-8 teachers are making with students.

Carrie shared more information about our new ELA Teacher, Evangeline Armstrong. She has been well received by students.

Positive Behavior Intervention and Support (PBIS) program is being implemented. Many schools in Oregon are already utilizing this. Laying out clear expectations for behavior in Blackboard class sessions. Rewarding students with verbal praise or tangible recognition as we see progress along the way in behavior and academic success.

Seven habits of highly effective people for students is going to be implemented to help with developing good life schools.

We are working to create differentiated paths for students based on their needs. We are working to make this program to have very clear and specific guidelines.

Our school culture is driving toward accountability for actions and rewarding positive actions toward achieving those behaviors.

E. Operations – Yancey Fall

Yancey shared out data regarding students in the process of approval, approved for the current school year and current enrollment for all three schools. Year over year we are down enrollment applications and approvals for ISOR-PH, CVA. ORDCA is holding about even for enrollments received and approved year over year.

F. Finance Report –Craig Chun-Hun

Craig Chun-Hun shared September financials, key assumptions, and the full year Forecast vs Budget year to date. K12 has issued balanced budget credits to balance the budget. We are lower in student enrollment this year to date as compared to our budget.

The measure 98 grant is \$278,000 for this current year. Tim has recently reconciled the Measure 98 funds spent in the previous year.

We are expecting to receive \$500,000 for Special Programs this year, we are on track to spend around \$600,000 so we are fully utilizing these funds.

Tim explained where most of the Measure 98 funds are spent. It is mainly on three staff members, professional development and curriculum for CTE Teachers. We have also been able to purchase CTE equipment for students to utilize.

III. ITEMS SCHEDULED FOR ACTION

1) Operations Manager Job Description

- It is recommended that the Board approve the Operations Manager Job Description.

Motion: Lori Beach

Second: Chet Edwards

Vote: All approved. Chet Edwards, Lori Beach and Harold Adams (3-0)

2) Staff Updates

- It is recommended that the Board approve Staff updates as presented. Evangeline Armstrong – Teacher – ELA.

Motion: Lori Beach

Second: Harold Adams

Vote: All approved. Chet Edwards, Lori Beach and Harold Adams (3-0)

Future Meetings/Important Dates

- School Board Meeting Thursday, November 21, 2019 @4pm

Meeting was adjourned at 4:43 PM