



## Insight School of Oregon Painted Hills School Minutes

September 16, 2021

Topic: Online Oregon Schools Monthly School Board Meeting

Start Time : Sep 16, 2021 11:30 AM

Meeting Recording:

<https://onlineoregon-org.zoom.us/rec/share/LvYiVS9ilUjnYefgKU4yAsCG7IH4KDHHVi3XMGTK6U7RVK7vZEiO6QygUU-BDCKt.oHCaGJmeF6mYcFfw>

### I. PRELIMINARY

The meeting was called to order by Chet Edwards at 11:34 AM

**Board Members Present:** Chet Edwards, Harold "Skip" Adams, Tonya Rogers

**Board Member(s) Absent:** n/a

Quorum Established: Yes

**ISORPH Staff Members Present:** Melissa Hausmann, Yancey Fall, Carrie Quinn, Chelsea Gill, Aanya Metrakos

**Visitors:**

### Agenda Additions/Deletions:

No additions/deletions.

### II. COMMUNICATIONS

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

None presented

### ITEMS SCHEDULED FOR INFORMATION

#### B. **Head of School Report – Melissa Hausmann**

Enrollment updates were shared for current enrollment was shared for all three schools. The mass withdrawal process was explained. Mass withdrawal just occurred which drew down enrollment of about 110 students. In contract we have has an uptick of student

enrollment in all three schools and grade levels. Enrollment is always evolving. We have one of the largest cohorts ever starting next week.

Student Enrollment: CVA 808 , ORCA 125. and ISORPH 288 for total enrollment of 1221 students.

The written request for Charter renewal for CVA, ISOR-PH and CVA was mailed to Mitchell SD. They received on 8/31/21. They have set the public hearing for October 20, 2021 to review. Melissa is planning on attending this meeting in person.

The 3% PERS went into place on the 8/30/21 payroll. Appreciation expressed for Dianne Hendrix work and support getting this all into place.

The timeline to get the audit submitted to Mitchell SD is October 15<sup>th</sup>. Conrad Michka will present a Financial Audit update later in the meeting. We may need to add a special session, or move the October meeting up so our Board can review the audit results prior to submitting to Mitchell SD.

Action Items:

We have three action items today. The Employee Handbook which has been reviewed by InSperty and our legal counsel. New policy was added for Mandatory vaccinations.

Three student handbooks, one for each school. Very little changes to the handbooks, mainly grammatical corrections. A couple of updates were added to CVA elementary school, i.e. what a typical class schedule looks like and expectations for learning coaches to help their students get logged in. This has been detailed so they families know what is expected of them.

Amendment to our 2021-22 Employee agreements. This has been worked through our attorney. The amendment details out the changes to the PERS 6% employee contribution. The amendment states that the school will contribute 3% and the employee will contribute the remaining 3%. Upon board approval, this will be sent to all staff via docusign. The language will also be updated for all new employee agreements to use going forward.

Chet expressed his appreciation for everyone's efforts and was encouraged by increased enrollment at all three schools.

### **C. Finance – Conrad Michka**

Finance report of actuals vs forecasted budget. We forecast on a 9-month forecast. Overview and key assumptions, FY22 Budget vs. 2+10, was presented. As a result of student enrollment of 99 students. We have increased our improvement deficit by \$40,000.00. FY22 Restricted funds Measure 98 details were shared out. Balance sheet, cash flow details were shared out with the Board. It has been requested for the board to send a payment of \$694,816.00 to K12.

### **Consent Agenda Items**

School Board minutes 8/19/21, approval of ISORPH August disbursements, bank reconciliation, and personnel report.

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

Motion: Harold Adams

Second: Tonya Rogers

Vote: All approved. Chet Edwards, Harold Adams, Tonya Rogers (3-0)

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

- Employee Handbook 2021-2022

It is recommended that the Board approve the 2021-2022 Employee Handbook.

Motion: Harold Adams

Second: Tonya Rogers

Vote: All approved. Chet Edwards, Harold Adams, Tonya Rogers (3-0)

- Student Handbook 2021-2022

It is recommended that the Board approve the 2021-2022 Student Handbook for ISOR-PH, CVA and ORDCA schools.

Motion: Harold Adams

Second: Tonya Rogers

Vote: All approved. Chet Edwards, Harold Adams, Tonya Rogers (3-0)

- Amendment to the 2021-2022 Employment Agreement

It is recommended that the Board approve the Amendment to the 2021-2022 Employment Agreement.

Motion: Harold Adams

Second: Tonya Rogers

Vote: All approved. Chet Edwards, Harold Adams, Tonya Rogers (3-0)

Chet Edwards and Melissa Hausmann will meet to secure a date to move up our school board meeting to meet the audit timeline.

Meeting was adjourned at 11: 52PM