



## **Insight School of Oregon Painted Hills School Minutes**

Topic: Online Oregon Schools Monthly School Board Meeting

Start Time: Oct 12, 2021 11:22 AM

Meeting Recording:

[https://onlineoregon-org.zoom.us/rec/share/aqGgsahjKb1MZglg6eqx\\_5TMCsECKquL7t4Z1qchOf6NEDsKuWYDsBpjhiQ3UD-f.ixetUCJI-4oa4hDS](https://onlineoregon-org.zoom.us/rec/share/aqGgsahjKb1MZglg6eqx_5TMCsECKquL7t4Z1qchOf6NEDsKuWYDsBpjhiQ3UD-f.ixetUCJI-4oa4hDS)

October 12, 2021

### **I. PRELIMINARY**

The meeting was called to order by Chet Edwards at 11:30 AM

**Board Members Present:** Chet Edwards, Harold “Skip” Adams

**Board Member(s) Absent:** Tonya Rogers

Quorum Established: Yes

**ISORPH Staff Members Present:** Melissa Hausmann, Yancey Fall, Dianne Hendrix, Chelsea Gill, Aanya Metrakos

**Visitors:** Sheila Shiebler, Conrad Michka, Megan Huitt, Conor Delaney

### **Agenda Additions/Deletions:**

No additions/deletions.

## **II. COMMUNICATIONS**

### **A. Public Comments**

None presented

## **ITEMS SCHEDULED FOR INFORMATION**

### **a. Financial Audit Findings – Conor Delaney**

Conor Delaney presented the Independent Auditors’ Report for 2020-21. Conor has done the audit for several years now.

This was another successful clean audit. It was very organized, clean to work with, and sent in a timely manner. He was appreciative of all those who helped.

The final signed version is not ready yet. The document of the Governing Body Letter will be sent soon.

Conor reviewed the details of the audit. He said the school received the highest opinion possible on the audit.

The letter to the governing body was shared. This is a recap of purpose, process and results of the audit. Conor welcomed questions regarding the audit.

Melissa recognized this will be an action item later in the meeting. Final documents need to be sent to Mitchell SD by this coming Friday, October 15, 2021.

The next step is the representation letter which will need to be signed by Melissa and one of Board members. Once signed, the final documents will be sent.

Melissa appreciated Conor and his team for a quick and thorough audit.

Enrollment updates for current enrollment and re-registration was shared for all three schools.

Student Enrollment: CVA 916, ORDCA 134, and ISORPH 293 At the time the report was pulled total student count was 1,343. This number is up 122 students' month over month.

#### Action Items:

Employee Handbook has been updated.

- The leave of absence policy has been re-worded including remote employees.
- Employees can enter time after they return from bereavement leave, no longer needing to be pre-approved.
- Sick leave does not carry over year over year. This includes both classified and certified staff.
- Updated the Gifts and favors employee gift value to \$50 to align with newly approved Board Policies.

Amendment to the 2021-2022 Employment Agreement.

- This was updated to differentiate each level of PERS members; Tier 1/Tier 2 and OPSRP members.

Action Item: On-boarding Coordinator Job Description aimed at helping middle and high school start strongly. This position is funded by the High School Success Grant.

Mitchell SD has requested an amendment to our agreement for a change in the funding formula. Melissa has met with the Stride leadership and had requested a meeting with Vince Swagerty to discuss this request to ensure we are all on the same page, they will

not owe more to our school than the state is paying them and is aligned with their school goals. Melissa will keep the board in the loop in any findings.

Melissa will be attending the Mitchell SD Board meeting next week, October 20<sup>th</sup>. The School Board is holding a public hearing for the community to have the opportunity review the proposed Charter Agreements and new timelines. Melissa will report back to the board after that meeting.

Skip inquired if the school is receiving more funds than the state is providing. Chet addressed this question and explained the process of the true up that occurs each year.

**C. Finance – Conrad Michka**

Conrad presented the K12 Finance forecast as compared to budget. There are impacts to the budget due to lower student enrollment. FY22 Budget vs. 3+9m. FY22 Prior Forecast vs. 3+9, FY22 Restricted Funds were shared. Measure 98 grant funds are on schedule to be spent down until fully depleted at year end. Balance sheet and Cash flow was explained. Conrad is recommending a payment back to K12 for October.

**Consent Agenda Items**

K12 Invoice payment, School Board minutes 9/16/21, approval of ISORPH disbursements, and bank reconciliation, Personnel Report and Onboarding Coordinator job description.

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

Motion: Harold Adams

Second: Chet Edwards

Vote: All approved. Chet Edwards, Harold Adams (2-0)

**III. ITEMS SCHEDULED FOR ACTION**

**IV. ITEMS SCHEDULED FOR ACTION**

**A. Action Item: Employee Handbook 2021-2022**

Motion	It is recommended that the Board approve the updated Employee Handbook for School Year 2021-2022.
Second	
Vote	

**B. Action Item: Revised Amendment to 2021-2022 Employment Agreement**

Motion	It is recommended that the Board approve the revised Amendment to the 2021-2022 Employment Agreement.
Second	
Vote	

**C. Action Item: Financial Audit**

Motion	It is recommended that the Board approve the Financial Report for the year ended June 30, 2021.
Second	
Vote	

- Employee Handbook updates 2021-2022

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

Motion: Harold Adams

Second: Chet Edwards

Vote: All approved. Chet Edwards, Harold Adams (2-0)

- Revised Employee Agreement 2021-2022

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

Motion: Harold Adams

Second: Chet Edwards

Vote: All approved. Chet Edwards, Harold Adams (2-0)

- Financial Audit for 2020-2021 SY

It is recommended that the Board approve the Financial Audit for the 2020-2021 SY.

Motion: Harold Adams

Second: Chet Edwards

Vote: All approved. Chet Edwards, Harold Adams (2-0)

Reminder that next School Board meeting will be on November 18, 2021.

Meeting was adjourned at 11:59 AM