



Insight School of Oregon Painted Hills School Minutes

October 15, 2020

[Blackboard Location of Board Meetings](#)

I. PRELIMINARY

The meeting was called to order by Chet Edwards at 11:38 AM

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

Board Member(s) Absent:

Quorum Established: Yes

ISORPH Staff Members Present: Sonimar Villegas, Yancey Fall, Carrie Quinn, Dianne Hendrix, Debbie Scoltock.

Visitors: Sheila Shiebler, Julia Koslov, Conor Delaney, Mary Ying

Agenda Additions/Deletions:

No additions/deletions.

II. COMMUNICATIONS

A. **Public Comments**

None presented

ITEMS SCHEDULED FOR INFORMATION

B. **Head of School Report – Sonimar Villegas**

Conor Delaney provided an Audit information update. Happy to report June 30, 2020, another successful audit has been completed. Two separate reports have been created for the school. Financial, payroll and banking records were reviewed in the process. Main objective is to report an opinion on the school’s financial statements, it was a clean opinion. This is the highest rating possible. All types of financial records for the school were reviewed. In the letter to the Board a summary of results were provided.

Carrie Quinn, Principal reported on Academics. We have exceptional growth; students and

staff. Our focus has been on getting all newly hired staff equipped and trained for their new positions. We are shadowing those new teachers for training on the job. Teacher mentors are training all new staff. A field guide has been created as a resource for all staff to help with self-sufficiency. Carrie shared weekly videos once, twice a week to impact our culture, share training and policies and procedures. Compliance trainings and opportunities for staff development are happening. Remind App is a new messaging platform we are using as a staff to communicate with our students in fun and creative ways. We have a new Community Engagement Coordinator that is helping to bring our schools together. School events are happening virtually this year. Carrie Quinn's You Tube Channel for school announcements: <https://www.youtube.com/channel/UCG445iO1GjH5ELDwKSIkX-Q>

Debbie Scoltock CTE Coordinator for Destinations Career Academy of Oregon. shared on Growing enrollment, new staff, new pathways, state approved programs, CTSO's, college credit opportunities, Advisory committee and homerooms.

Debbie Scoltock shared on the growth and opportunities for Destinations Career Academy of Oregon. Academics are combined with Career preparation. Pathway were shared: Business and Marketing, Web and Digital Design, Health Sciences, and Information Technology.

We are going to offer three clubs focused on career for our students; FBLA for student interested in Business and Marketing, HOSA for students interested in Health Sciences and SkillsUSA for students interested in Digital Design and IT.

We have partnerships with two colleges to be able to offer dual credit. Central Oregon Community College and Oregon Institute of Technology. Goal for this year is to have dual credit courses in all pathways by the end of the year.

CTE Advisory Committee. On Oct 20, 2020 we will set goals and share out events and opportunities. We are looking to add a parent and a student representative by our next meeting.

Homeroom teachers are so important to discuss the student options for career development and planning, resume building, portfolio development, virtual events, pathway information. Most of our students have declared pathways this year, this is growth from last year.

Our future looks bright. This year our students will participate in or complete: career development activities, pathway classes, CTSO (leadership, competitions, skills) college credits, Industry certification, work-based learning activities and we will have graduates with recognition and honors.

Yancey Fall shared current enrollment status: 165 Applications in the pipeline, CVA_1,023 students, ORDCA_241 Students, ISORPH_490 Students. Total approved students_1755

Personnel report was shared and will require action.

We have a new position for the school for a Testing Coordinator. We have a job description for Testing Coordinator Job Description has been shared with the Board and will require action.

We would like to open a new bank account at Wells Fargo for our CTE Clubs as shared by Debbie Scoltock, this will be an action item later in the meeting.

C. Finance – Julia Koslov

Finance report was shared out for actuals vs forecast was shared. Overview and key assumptions were shared out. Measure 98 will be fully funded this year.

We are growing even further than we thought last year.

Consent Agenda Items

School Board minutes 9/17/20, approval of Sept ISORPH disbursements, and bank reconciliation.

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

Motion: Harold Adams

Second: Laura Griffin

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

III. ITEMS SCHEDULED FOR ACTION

- June 30, 2020 Audit

It is recommended that the Board approve the June 30, 2020 Audit.

Motion: Harold Adams

Second: Laura Griffin

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

- Sept 15- October 15, 2020 Staffing Updates

It is recommended that the Board approve the Sept 15- October 15, 2020 Staffing Updates

Motion: Harold Adams

Second: Laura Griffin

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

- Testing Coordinator Job Description

It is recommended that the Board approve the Testing Coordinator Job Description

Motion: Harold Adams

Second: Laura Griffin

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

- Wells Fargo Club Account for ORDCA

It is recommended that the Board approve a Wells Fargo Club account for ORDCA

Motion: Harold Adams

Second: Laura Griffin

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

Meeting was adjourned at 12:14 PM