
OREGON VIRTUAL ACADEMY

NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS

March 19, 2019 @ 6:30 p.m.

Oregon Virtual Academy Board Members are hereby notified that a Regular Meeting of the Board will be held at 400 Virginia Ave Suite 210, North Bend, Oregon and via teleconference 1-888-824-5783 Ext.90095991# and via Blackboard Collaborate at <http://tinyurl.com/BoardORVA>

The Public has been invited to the Board Meeting with notices posted at the following locations:

1. Oregon Virtual Academy
Administration Office
400 Virginia Ave Suite 210
North Bend, OR 97459
 2. North Bend School District
Administration Office
1913 Meade St
North Bend, OR 97459
 3. FlashAlert Newswire
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**MINUTES
REGULAR MEETING AGENDA**

**BOARD OF DIRECTORS
OREGON VIRTUAL ACADEMY**

Tuesday, March 19th, 2019

6:30 p.m.

ORVA Office

400 Virginia Ave Suite 210

North Bend, OR 97459

**INSTRUCTIONS FOR PRESENTATIONS TO
THE BOARD BY PARENTS AND CITIZENS**

The Oregon Virtual Academy welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided.

1. Agendas are available to all audience members at the door to the meeting or by requesting the agenda from School Officials (541-751-8060).
2. The "Public Comment" portion is set aside for members of the audience to raise issues that are not specifically on the agenda. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. When addressing the Board, speakers are requested to stand, to state their name and address, and to adhere to the time limits set forth.
4. Citizens may request that a topic related to school business be placed on a future agenda by submitting a written request at least seventy-two (72) hours in advance of any regular meeting. Once such an item is properly placed on the agenda, the Board can respond, interact, and act upon the item.

I. PRELIMINARY

A. CALL TO ORDER

Meeting was called to order by the Board Chair at 6:31 P.M.

B. Roll Call

Member	Title	Term	Present	Absent	In	Out
Mr. Paul Tannahill	Member	2015-2018	X			
Mr. Michael Herndon	Treasurer	2015-2018	X			
Vacant	Member	2016-2019				
Mr. Steven Isaacs	Member	2016-2019	X			
Mr. Brian Bray	Chairman	2016-2019		X		
Mr. Barry Jahn	Vice Chairman	2017-2020	X			
Mr. Bryan Hatzenbihler	Member	2017-2020	X			

II. COMMUNICATIONS

A. PUBLIC COMMENTS:

No individual comment shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Board members may respond to comments however no action can be taken. The Board may give direction to staff following comment.

B. BOARD/STAFF DISCUSSION

1. School Informational Reports

- a. School Metrics/Historical Reports: [ORVA Metrics](#)—Steve Werlein, HOS
- b. School Leadership Report: Steve Werlein, HOS/ORVA Administration and staff.

Mr. Werlein shares school updates. See full report [here](#).

- c. Health Insurance Updates: C. Perrette, HR Coordinator/S. Werlein, HOS.

Ms. Perrette gave an update on the search for new health care providers. Working with a broker to get more information on cost and coverage throughout the state.

2. Board of Directors Discussion:

- a. Project Tracking Updates – B. Jahn, Board Vice-Chair

Mr. Jahn reviews and updates the project tracking sheet.

- b. Committee Updates

- i) Finance Committee – M. Herndon, Board Treasurer

Mr. Herndon reports his discussions with K12 regarding the budget.

Hold harmless rule allows school to budget based on the previous school years enrollment. North Bend School District had a drop-in enrollment resulting in a drop of about \$500,00 or more in funding.

An assumption was made that an excess of \$500,000 would exist again this year, which was not the case and has created a deficit. An offer has been made from K12 to contribute 250,000 against the deficit. This would bring ORVA’s deficit down to about \$250,000.

Mr. Herndon is still looking for participants for the budget committee.

Mr. Jahn asks what the options are for balancing out the remaining deficit.

Mr. Herndon shares some options being eliminating open positions and not rehiring as well as taking from the surplus from the current year.

ii) The ORVA Town Hall – B. Jahn, Board Vice-Chair/S. Werlein, HOS

Nothing to report.

iii) Professional Services Committee – B. Bray, Board Chair

Mr. Werlein reports that he will schedule a meeting with Brian and the CTE staff.

iv) Policy Committee – M. Herndon, Board Treasurer

- Policy Update: Fiscal Controls Policy-S. Werlein, HOS (Draft Copy to follow and available at the following link: [ORVA Draft Fiscal Controls and Policies](#))

Mr. Werlein shares that this document is available in the provided board packet. Requesting that the board review over the next month and have Matt review.

3. Finance Reports:

a. Review of Financial Packet (through February 2019) - M. Herndon, Board Treasurer and C. Chun-Hoon, Finance Director (to follow)

Mr. Chun-Hoon gives an overview of the finances through February. See full report [here](#).

b. Credit Card Charges (through February 2019) - M. Caldwell, Office Manager

Ms. Caldwell reports the credit card charges through February. See full report [here](#).

III. CONSENT AGENDA ITEMS

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Head of School recommends approval of all consent agenda items.

A. ITEMS FOR APPROVAL

1. Previous Meeting Minutes

a. February 19th, 2018

2. K12 Invoice Payment

3. New Hires

a. Linda Peterson, ELL/ALP Coordinator

4. Board Member Resignations

a. Steven Isaacs, Member

Mr. Herndon shares that the approval of the board member resignation will reflect his request to serve his term through June 2019.

Mr. Herndon moved to approve the consent agenda. Mr. Isaacs seconded the motion. All were in favor

with none opposed. The motion carried.

IV. ACTION ITEMS

A. IV-BDRPT-01_3-19-19

Discussion and possible action on remaining Board Policy Updates

Member	Motion	Aye	No	Abstain	Absent
Mr. Paul Tannahill					
Mr. Michael Herndon					
Vacant					
Mr. Steven Isaacs					
Mr. Brian Bray					
Mr. Barry Jahn					
Mr. Bryan Hatzenbihler					
Motion	Carried ()	Not Carried ()	Vote, (A) (N)(Ab)	Tabled ()	

Motion was tabled.

V. ADJOURNMENT

The meeting was adjourned at 8:10 P.M.

This Notice has been issued at the direction of the Board Chair, calling a regular meeting of the Board of Directors.

Date Posted: Thursday February 14th, 2019