

**Oregon Virtual Academy  
Board Meeting Minutes**

**Date:** 8-25-20  
**Note Taker:** Megan Caldwell

**Participants:**

Voting Board Member: Barry Jahn, Bryan Hatzenbihler, Tim Geoghegan,  
Franklin Roberts, Megan Trow, Myk Herndon

ORVA Academic Team Members: Nicholaus Sutherland

K12 Regional Team:

Call to Order at 6:32 PM

[Meeting Recording](#)

<b>Agenda Item:</b> Zoom Chat Update	
<b>Discussion:</b> Mr. Jahn shares that the Zoom Chat Committee has determined that Franklin Roberts will take the role of the chat moderator and will alert the board members as new chats are available.	
<b>Agenda Item:</b> Reflection on 2-day All Staff Inservice	III. 1
<b>Discussion:</b> Mr. Sutherland shares we had a keynote speaker named Linda from Communication Across Barriers. They have a message of about what living in poverty is and what education can do to change that. We did a highlight of solo training from K12 which centers around standard based learning targets. We kicked off our mission and vision and what our school theme will be for this year. We looked at really strong growth, strong class connection and course completion. We had a few teachers who were doing well in those areas and they so happened to be veteran teachers with our school. We had K12 come in and do professional development on Microsoft Teams.	
<b>Agenda Item:</b> Enrollment Update SY 20-21	III.2
<b>Discussion:</b> Mr. Sutherland shares that we saw a strong re registration rate this year. We made a lot of effort to contact families who were unresponsive. See <a href="#">ED Summary Packet</a> for more details on enrollment updates.	
<b>Agenda Item:</b> School Theme for SY 20-21	III. 3.
<b>Discussion:</b> Mr. Sutherland shares the school theme/core for SY 20-21. Be the ORVA Difference. Outreach, Relationships, Validation, Achievement. See the graphic in the <a href="#">ED Summary Packet</a> .	
<b>Agenda Item:</b> Top 4 Things for SY 2020-21	III. 4

<p><b>Discussion:</b></p> <ol style="list-style-type: none"> <li>1. Increase Systems of accountability around STAR testing to ensure there are no passive testers and hold everyone accountable to test.</li> <li>2. Increase the empathy of our staff for our student population via targeted professional development in the areas of poverty, social emotional learning, suicide prevention and diversity and equity training for all.</li> <li>3. Increase student persistence, particularly regarding retaining new enrollees and limiting number of dropouts. This will be done by implementing our SS/Onboarding, Summer and CWM plans with fidelity.</li> <li>4. Continue to reinforce high yield instructional strategies that ensure high levels of student engagement and growth. Pair internal expertise demonstrated by existing ORVA staff with K12 teacher training supports to increase buy in and reinforce expectations. Increase accountability via inter rather than reliability training to be conducted with the admin team.</li> </ol>
---

<p><b>Agenda Item:</b> Program Goals</p>	III. 5
<p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• 100% of instructional staff complete SOLO training and utilize SOLO practices in Class Sessions.</li> <li>• Increase schoolwide Class Connect Attendance average to 75, prior year average 50% on 5/15/20</li> <li>• 67% growth for all students using SGP (Student Growth Percentile), prior year average 46%.</li> </ul>	

<p><b>Agenda Item:</b> Committee Report: Budget Report Update (Myk)</p>	III.1 (2)
<p><b>Discussion:</b> Mr. Chun-Hoon gives an overview of the financial packet through July. See the full financial report <a href="#">here</a>.</p>	

<p><b>Agenda Item:</b> Consent Agenda</p>	
<p><b>Discussion:</b> Mr. Herndon moved to remove the K12 invoice payments from the consent agenda. Mr. Jahn seconded the motion. All were in favor with none opposed. The K12 invoice payment approval was removed.</p> <ol style="list-style-type: none"> <li>1. Previous Board Minutes (July)</li> <li><del>2. Approve K12 Invoice Payments (Removed from approval)</del></li> <li>3. Approve 1+11 Financials       <ol style="list-style-type: none"> <li>a. Financial Report (Myk, Craig); update school funding (and impact on M98, HSS)</li> </ol> </li> <li>4. <a href="#">Monthly Staffing Update</a> <ol style="list-style-type: none"> <li>a. New Hires</li> <li>b. Exiting</li> <li>c. Open Positions Report</li> </ol> </li> </ol>	
<p><b>Action:</b> Mr. Jahn moved to approve the consent agenda. Mr. Roberts seconded the motion. All were in favor with none opposed. The motion passes.</p>	

<p><b>Agenda Item:</b> Carry Forward for SY 19-20 Salary Schedule to SY 20-21 until further</p>	V.A.
---	------

notice.	
<p><b>Discussion:</b> Mr. Sutherland shares in June of 2020 that staff salaries would be frozen until further notice. The FY 21 school budget that is to be presented this evening includes this pay freeze and the most efficient means of supporting that pay freeze is to carry forward the SY 19-20 Salary Schedule to SY 20-21 until further notice. Staff were notified of this pay freeze in June 2020 and signed contracts that reflected a frozen pay status regarding placement on the step schedule for Certified General Education teachers, Special Education Teachers, and School Counselors.</p>	
<p><b>Action:</b> Mr. Herndon moved to approve the Salary Schedule carry over until funding has been established. Mr. Jahn seconded the motion. All were in favor with none opposed. The motion passes.</p>	

<p><b>Agenda Item:</b> Revised Stipend Schedule for 2020-21</p>	
<p><b>Discussion:</b> In partnership with the ORVA finance Committee, it was determined that the complexity of the school year necessitated an increase in allocation of funds to the stipend schedule to support additional duties assigned to staff willing and able to support in functions that align to extra duty stipends. Added duties primarily serve Special Programs and High School and constitute an incremental spend of at least \$19,500.00</p>	
<p><b>Action:</b> Mr. Herndon moved to approve the revised stipend schedule for 2020-21. Ms. Trow seconded the motion. All were in favor with none opposed. The motion passes.</p>	

<p><b>Agenda Item:</b> FY 2020-21 Budget</p>	
<p><b>Discussion:</b> The FY 21 Budget has been prepared in partnership between the ORVA Finance committee, K12 management staff and finance team members. The budget is based on a 0% increase with staff pay frozen until further notice, this is due to COVID driven volatility regarding school funding for FY 21. A revised budget will be prepared and presented at the October 2020 board meeting in alignment with standard school accounting procedures. The board finance committee has expressed an interested in removing the pay freeze at that time if possible. Executive Director recommends approval of the FY 21 budget as presented and timely submission to the North Bend School District in order to adhere to the September 1, 2020 deadline extension that was afforded to the ORVA Board of Directors.</p>	
<p><b>Action:</b> Mr. Herndon moved to approve the FY 2020-21 Budget. Ms. Trow seconded the motion. All were in favor with none opposed. The motion passes.</p>	

<p><b>Agenda Item:</b> SY 20-21 Parent Student Handbook</p>	
<p><b>Discussion:</b> The school year 2020-21 parent/student handbook contains no policy revisions. The handbook has been reviewed by Board Counsel, K12 compliance and school administration to ensure inclusion of components required by Oregon law and that which is considered best practice. This version fully integrates the elementary policy updates pertaining to adequate regular progress that were board approved in May of 2020 and reflects a separating of Middle School and High School policy to align with the restructuring of the administrative leadership team.</p>	

<b>Action:</b> Mr. Geoghegan moved to approve the SY 20-21 Parent Student Handbook. Mr. Roberts seconded the motion. All were in favor with none opposed. The motion passes.
---

<b>Agenda Item:</b> Revised School Year Calendar SY 2020-21	
--	--

<b>Discussion:</b> To meet the needs of a large volume of incoming new students and new staff, the school start date has been pushed back to 9/8/2020. The ending date of school in June is pushed back three days as well to ensure that we maintain the same number of instructional days as North Bend as is required by our Charter Agreement. The change also aligns the ORVA start date with that of North Bend. Welcome activities are still beginning for new families on 8/25/20 but active attendance and engagement in the ORVA Week of Welcome will now commence 9/8/2020 with a full transition into the SY 2020-2021 mast instruction calendar commencing 9/14/2020.
---

<b>Action:</b> Mr. Trow moved to approve the modified school calendar. Mr. Herndon seconded the motion. All were in favor with none opposed. The motion passes.
--

<b>Agenda Item:</b> Freeze ORVA Enrollment through Semester 1	
--	--

<b>Discussion:</b> ORVA enrollment has currently increased by 1200 or more students vs. our enrollment peak last school year. At this time Executive Director is recommending an enrollment freeze for Semester 1 2020 that constitutes no longer accepting applications for semester 1 and working through existing applications, ensuring we are fully staffed and that new staff are effectively onboarded and trained. We can then revisit enrollment status in October and determined whether to allow for further enrollment for K5 students and prepare for another increase in population going into Semester 2. Executive Director recommends no longer accepting applications for Sem I 2020 and focusing on current approvals and onboarding new staff and students.  The Board asks if it is possible to place new applications on a waitlist to re-evaluate in October. The recommendation is to not allow new enrollments mid semester but rather possibly allow for new enrollments for Semester 2 to allow for teachers to plan and to allow for families to plan the education for the semester. Ms. Stiles added that a long-time employee will be resigning who managed the entire onboarding program. This will allow us time to train someone new to take on her role.
--

<b>Action:</b> Mr. Herndon moved to approve the Enrollment Freeze through Semester 1 beginning Wednesday August 26 <sup>th</sup> , 2020. Mr. Roberts seconded the motion. All were in favor with none opposed. The motion passes.
--

Adjournment @ 8:25 PM