

**Oregon Virtual Academy
Board Meeting Minutes**

Date: 2-18-20
Note Taker: Megan Caldwell

Participants:

Voting Board Member: Barry Jahn, Bryan Hatzenbihler, Myk Herndon, Paul Tannahill, Tim Geoghegan,
ORVA Academic Team Members: Nicholas Sutherland, Ashley Smithey,
K12 Regional Team: Craig Chun-Hoon, Julia Kozlov, Sheila Shiebler

[Meeting Recording](#)

Call to Order: 6:31 PM

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| <p>Agenda Item: Acknowledgement</p> | <p>II.B.a</p> |
| <p>Discussion: Mr. Sutherland shares that Trisha Wick has been recommended for recognition. Trish has covered for the HR role and the Testing Coordinator during their perspective leaves and has done a great job in doing so. Thanks to her.</p> | |
| <p>Agenda Item: Finance Report</p> | <p>II.C.a</p> |
| <p>Discussion: Mr. Chun- Hoon gives an overview of the finance presentation. See full report <u>here</u>.</p> | |
| <p>Agenda Item: MS98/HSS Report – GPS Proposal</p> | <p>II.C.b</p> |
| <p>Discussion: Mr. Sutherland shares that he sent the letter of interest for the GPS contract to the ORVA Board Legal Counsel. Matt sent the red line version to GPS who accepted all red line revisions. Met with the HSS Grant Task Force last week, GPS attended and spoke with the committee members. Had a good discussion and are ready to present as an action item today.</p> | |
| <p>Agenda Item: Mid-Year Interim School Progress Report to Board</p> | <p>II.C.c</p> |
| <p>Discussion: Mr. Sutherland shares that we have not prepared/presented a formal Q2 review of school performance yet. We have done a deep dive into star 360 results even though the testing window is still open and are still working to get participation rates up. Up from 60% to about 80% from last year. Asked Eric to add a slicer to the academic tracker to look at new/returning students.</p> | |
| <p>Agenda Item: State Testing Letter Update</p> | <p>II.C. d</p> |
| <p>Discussion: Mr. Herndon reports that there is no update on the boards copy of the State Testing</p> | |

Letter to families.

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| Agenda Item: Employee Handbook/Parent Student Handbook | II.C.e-f |
| Discussion: Mr. Sutherland shares that there are 2 policies to share with the board's legal counsel. The first one is a PTO share policy. Matt advised to hold off to find more information. The second one was the re-entry policy. Matt advised to hold off to find out ODE's take on the policy to ensure we are not denying enrollment and violating student rights. | |
| Agenda Item: Data Dashboard Update – Student Achievement | II.D.a. |
| Discussion: Mr. Jahn shares that Megan will place excel trackers in a folder to be shared with the board. Will need to use oregonva.org account in order to view files. Mr. Jahn requests that Ms. Martin get oregonva.org email access to those board members who do not have them and/or the members who cannot access due to password issues. | |
| Agenda Item: Ed Evaluation Process update | II.D.b |
| Discussion: Mr. Jahn shares that the subcommittee met with Mr. Sutherland. Mr. Sutherland will have his self eval to the board by April 1 st . The board will have a compilation sent out by April 15 th , and then will meet in Executive Session and will have a result but the 21 st . | |
| Agenda: Report from 1/29/20 meeting in Salem | II.D.c |
| Discussion: Mr. Jahn shares the shared link to a quick asses page regarding what ORVA and to set accountability and common language. Mr. Herndon shares about the common misconception that ORVA isn't a real school. ORVA is a real school with different challenges than that of a brick and mortar school. | |
| Agenda Item: Policy Update | II. D. d |
| Discussion: Mr. Herndon share there are no updates at this time. Need to follow up with Mr. Stucky to see if there are any updates. | |
| Agenda Item: COSA Conference Report | II.D.f |
| Discussion: Mr. Herndon shares about his experience at the COSA Conference in January. The topic was budgeting and was invited to participate. Took away though understanding of the funding model and unsure if we are taking full advantage of it. Need to have a sit-down meeting with NBSD to find out how we can get more money from SPED. Need to cooperate with NBSD to do so. Mr. Herndon shares that he would like to work on the pay scale in order to keep our teachers. Mr. Jahn shares that Matt has requested a proposal for a sick leave bank. Will work to gather policies from other schools for reference. | |

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| Agenda Item: Consent Agenda | III.1-3 |
| Action: Mr. Herndon moved to approve the consent agenda. Mr. Geoghegan seconded the motion. All were in favor with none opposed. The consent agenda was approved. | |
| Agenda Item: Policy Updates | IV.1 |
| Discussion: Mr. Sutherland recommends the board approve the handbook as presented. See the proposed changes here . | |
| Action: Mr. Hatzenbihler moved to approve the K5 policy edits/updates. Mr. Herndon seconds the motion. All were in favor with none opposed. The motion passes. | |
| Agenda Item: GPS Letter of Interest | IV.2 |
| Discussion: Mr. Sutherland shares that this motion would move forward the letter of intent with GPS and authorize payment with M98 funds. | |
| Motion: Mr. Herndon moves to approve the letter of interest for signature and the engagement of GPS for discovery phase of their services. Mr. Hatzenbihler seconds the motion. All were in favor with none opposed. The motion passes. | |
| Agenda Item: Affirm ED HR Authority | IV.3 |
| Discussion: Mr. Sutherland shares that he is unsure if we will backfill the HR role as he covered those duties at his last school. Requesting the board grant Executive Director HR authority to assume the role permanently. | |
| Action: Mr. Herndon moves to affirm Executive Director HR Authority. Mr. Geoghegan seconds the motion. All were in favor with none opposed. The motion passes. | |
| Agenda Item: Affirm Operation Manager Role permission to have full administrative access within the Insperty ESC. | IV. 4 |
| Discussion: Mr. Sutherland report that this is where the division of duties comes into play. Stephanie would need access so she can enter them into the system in order to complete the hiring process. She would have the same access and view as the ED except for the renewals. | |
| Action: Mr. Herndon moved to affirm Operations Manager Role permission to have full administrative access with in the Insperty ESC. Mr. Hatzenbihler seconds the motion. All were in favor with none opposed. The motion passes. | |

Meeting Adjourned at 8:39 PM