



Insight School of Oregon Painted Hills School Minutes

Topic: Online Oregon Schools Monthly School Board Meeting

Start Time: July 21, 2022

Meeting Recording: Topic: Online Oregon Schools Monthly School Board Meeting

I. PRELIMINARY

The meeting was called to order by Chet Edwards at 11:33 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

Visitors: Sheila Shiebler Sarah Olivas, Carleen Star Drago

Agenda Additions/Deletions:

No additions/deletions.

II. COMMUNICATIONS

A. Public Comments

None presented

ITEMS SCHEDULED FOR INFORMATION

a. Melissa Hausmann - Executive Director

School Updates:

We will be filling a vacancy for the Special Programs Academic Administrator. Aanya Metrakos has taken a position with an Arizona sister school that is a much better fit for her and where she lives. A new job posting will be up by the end of the week.

Updates on re-registration and graduation rates were provided. The data provided was pulled July 14, 2022.

Enrollment updates for current enrollment was shared for all three schools.

Student Enrollment: CVA 679, ISORPH 190, and ORDCA 70. At the time the report was pulled total student count was 939 of this 83 are newly approved students. We still have 86 (as of this morning we have 98) students not approved between the three schools. Enrollment is not as robust as last during the summer year, but we are starting to see an uptick in students applying to our schools.

Chet inquired what is the current projected enrollment, Melissa shared that the current total enrollment projection is 1147. We're getting close to that number and are closer to actuals this year. This matches the budget.

We have a few action items for this meeting.

Job descriptions for the Operations Manager, Registrar and Operations Specialist, Enrollment & Truancy Coordinator, Human Resources and Payroll Specialist, Special Education Compliance Coordinator.

Melissa explained that we have shifted some job duties around amongst the Operations staff. We have a new Special Education Compliance Coordinator that is working in the main office, that has been a great addition.

2022-2023 Student Parent Manual Handbooks for all three schools. Some minor changes and updates. Mainly updating school calendars, contact information for the schools. Nothing substantial.

An introduction and possible action for a new school board member, Carleen Drago. She would be finning one of our open positions for a new member.

Carleen introduced herself and gave an overview of her qualifications. Works with OIT. Carleen was introduced to our school through accelerated credit and a partnership sitting in on the advisory board. Excited to be here and be a candidate for our school board. Looking forward to this year should she be appointed to the board.

Chet shared that Carleen would be a great addition to our school, Skip echoed this sentiment.

Next School Board Meeting – August 18, 2022 @11:30 a.m.

C. Finance – Sarah Olivas

Sarah presented the K12 Finance report.

Overview and Key Assumptions
FY22 P & L Forecast vs. Budget

FY Restricted Funds
Balance Sheet
Cash Flow

Overview and Key Assumptions

Enrollment is lower by 828 (-38%) students compared to budget. Revenue is down ((\$7.4M) (-38%) lower than budget. Expenses decreased by (\$7.7M) (-35%), primarily due to reduction in CFA positions and alignment to ratio, as a result deficit is improved by \$604K.

Melissa gave Carleen a brief history of the enrollment over the past few years during COVID and now.

Sarah shared that this year we are much better calibrated with student enrollment and budget as to actual enrollment and forecasted enrollment numbers.

Sarah then shared how the results of the budget as compared to actuals for the 2021-2022 SY. Revenue was reduced due to lower enrollment; all costs were lowered as well due to less students to support.

Overall year over year, the deficit was budgeted to be much higher than the actual amount we ended at.

We did have some changes in revenue due to the summer learning grant received. This will be seen in the August report. We also received the annual true up. Last year it was (2.2M), this year that amount was only (\$234K).

Restricted Funds

Measure 98 Grant (High School Graduation and College and Career Readiness)

FY Grant allocation \$416,308
Carry Over \$73,881
FY 22 Available \$490,189
Total FY spending to date (\$480,199)
Balance \$9,990

ESSA (Every Student Succeeds Act)

FY 22 Grant allocation \$43,038
Carryover is \$129,270
FY22 Available \$172,308
Spent to date (\$172,308)
Balance \$63,748

Summer Learning Grant

FY22 Allocation \$215,000
25% Match \$53,570
FY22 Summer School Estimate \$268,750
Spent to date \$57,984
Balance \$210,766

Melissa added that for the ESSA partnership this is spent on salaries, and this

will be spent in the next coming payroll cycles through the end of August. Any funds not used will go into a carry over for next year. New allocations will occur again next year.

Balance Sheet

This reflects current assets as completed to liabilities current as compared to last school year. Expenses are up due to pre-paid expenses which are primarily K12 as related to K12 curriculum, materials, and computers for students. When more cash comes in the negative balance will go away.

Due to student enrollment being lower than ODE had factored for the 2021-2022 SY, we will be in a position to pay back the state. This will occur in the true up at the end of this next school year. This is an anticipated action that will occur. Accounts payable is high right now with funds owed to K12, this will be offset by the deficit credit from K12.

Cash flow: Balance as of 6/30/22 is \$1,671,545, due to K12 \$3,171,787, proposed payment to K12 for June \$0.

Chet said shared that even though we have the potential to serve many more students, he would like to continue to focus on doing a great job with our current student enrollment. Knowing that we have the potential to serve many more students as enrollment increases. Chet asked that Melissa and Sarah share about our current relationship with Mitchell School District for Carleen to understand a little more.

Melissa shared that this last year was a renewal year with Mitchell School District, all three schools are now on a renewal schedule to be reviewed in 2030. This shows the positive relationship we have with our sponsoring district. Melissa has attended all Mitchell Board meetings this year giving reports to their board. Melissa meets regularly with the Superintendent. They had a challenge this year in that they couldn't hire an ELA teacher, so we supported them in providing this through our schools. They have an international program that houses students from other countries, several of their students take elective courses from our schools as well. Our relationship has continued to strengthen.

Sheila agreed with all that Melissa shared. We appreciate their sponsorship that benefits both them and us as well. This continues to be a position relationship.

Melissa also shared some of the items they have been able to do to update their school, repaving of the school driveway, new kitchen floors and a new dormitory roof.

Yancey shared that Mitchell has about 3% of the total district population, our schools provide the other 97% of student enrollment. The benefits to Mitchell for their school district are strong.

Chet shared that our partnership has allowed their school to survive and make needed improvements.

Consent Agenda Items

K12 Invoice payment, School Board Meeting Minutes_20220623, June 2022 Disbursements and Bank Reconciliation, and July 2022 Personnel Report.

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

Motion: Harold "Skip" Adams

Second: Chet Edwards

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

III. ITEMS SCHEDULED FOR ACTION

A. It is recommended that the ISOR-PH Board approve the updated job descriptions as presented.

Motion: Harold "Skip" Adams

Second: Chet Edwards

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

B. It is recommended that the ISOR-PH Board approve the 2022-2023 Student Parent Manual Handbooks for ORDCA, ISOR_PH, and CVA.

Motion: Harold "Skip" Adams

Second: Chet Edwards

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

C. It is recommended that the ISOR-PH Board add Carleen Drago as new board member.

Motion: Harold "Skip" Adams

Second: Chet Edwards

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

Meeting was adjourned at 12:05 PM