



Insight School of Oregon Painted Hills School Minutes

Topic: Online Oregon Schools Monthly School Board Meeting Start Time: September 29, 2022

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

I. PRELIMINARY

The meeting was called to order by Chet Edwards at 10:36 AM

Board Members Present: Chet Edwards, Carleen Drago-Starr

Board Member(s) Absent: Harold "Skip" Adams

Quorum Established: Yes

ISORPH Staff Members Present: Melissa Hausmann, Yancey Fall, Dianne Hendrix

Visitors: Sheila Shiebler Sarah Olivas

Agenda Additions/Deletions:

No additions/deletions.

II. COMMUNICATIONS

A. Public Comments

None presented

ITEMS SCHEDULED FOR INFORMATION

a. Conor Delaney – Pauly, Rogers, and Co., Senior Associate

Conor Delaney presented the Financial Audit draft for the year ending June 30, 2022.

It is basically completed; we just need the final signatures. This will be completed very soon. We don't anticipate any other changes and it will be delivered to Mitchell SD by October 15, 2022. He then went on to explain it is a standard audit, everything is in good condition. The only highlight was the reallocation of the prior years balanced budget credits. This is shown on page 9 of the audit and explained in more detail on page 25. All in all, we are in good condition.

b. Melissa Hausmann - Executive Director

The financial audit for the SY2021-22 was shared out by Conor Delaney. The final audit is due to Mitchell SD by October 15 each year. This is an action item.

School Updates:

Melissa Hausman shared our Enrollment SY 22-23 update. We have enrolled in CVA (436), ORDCA (58), and ISOR-PH (146) returning students for a total of 640. New students 22-23 CVA (352), ORDCA (40), ISOR-PH (57) for a total of 449. This brings our enrollment to date to CVA (788), ORDCA (98), ISOR-PH (203) for 1,089 total students. This number has increased by about 45 students since this report was pulled. We are a little ahead of our projected enrollment for October 1 and in line with the predicted 9-month average. We are working as hard as we can to retain our students.

We currently have student no approved for the SY22-23 CVA (134), ORDCA (29), and ISOR-PH (35) for a total of 198. Melissa also reported on approved letters of intent, districts capped, and districts not capped for those students who have applied for enrollment. The rate at which we convert from application to enrolled continues to increase. K-8 has open enrollment through March 2023, High school enrollment will have some different cut-offs based on quarter or semester schedule. High School have a total of three cut off windows based on the school applying to.

Student Records update.

August 2022 and going forward, we must retain originals (paper).

Historic – July 2022, - we must print and recreate CUM files when a student withdraws and send to receiving school.

Melissa reported on what has happened, how we are adjusting and what we will do moving forward with student records. This has opened a great opportunity with ODE to move to all schools to use electronic records and moving away from paper CUM files. ODE is working on re-writing the rule for potential change to move to electronic cum files. ODE has asked for our school to be part of the process for making this change. We are not in trouble; we are just ahead of the times for Oregon and will adjust to go back to the old process until legislature makes the changes to move to electronic systems.

We would like the K12 Invoice payment to move from a paper check to an ACH submission. The request would move to the board approving the payment, an email would then be sent to Dianne first, then to Melissa and back to K12 prior to the ACH action. This would drive K12 to be paid sooner and save money by eliminating the overnight shipping costs.

Action items for this meeting:

ACH K12 Invoice Payment will now route an email to Dianne & Melissa for approval before ACH submission occurs from ISOR-PH checking account.

Next School Board Meeting – October 20, 2022 @11:30 a.m.

C. Finance – Sarah Olivas

Sarah presented the K12 Finance report.

Overview and Key Assumptions

FY23 P & L Forecast vs. Budget

FY23 Restricted Funds

Balance Sheet

Cash Flow

Overview and Key Assumptions

Enrollment is down 17 students as compared to budget. This is close but has resulted in revenue being \$117K lower vs. budget. Expenses decreased by (\$1.04M) (-8%) primarily due to volume related expenses, staffing updates, reducing Graduation Alliance expenses, and aligning student charges to FY 22 per pupil rates. FY Enrollment overall in the three schools has decreased as compared to Budget, however, ORDCA is expected to increase by 35 students.

Chet inquired about the state funding per student. Sarah addressed last year was \$8,676, now it is \$9,071.

FY23 P&L Forecast. 2+10

FY23 Prior Forecast vs. 2-10

We have removed open positions and are not backfilling resignations. Decreased expenses for Graduation Alliance, align student curriculum, materials, and computers to FY22 per pupil rate and decrease volume related student expenses. Originally, we had budgeted some open positions as enrollment decreased the need to for those positions has been removed. Some of the resignations that have come through have not been backfilled.

Deficit improved by \$541K due to staffing updates, reducing Graduation Alliance expenses, and volume related expenses.

FY23 Restricted Funds

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

allocation \$424,025

Carry Over \$9,990

FY 22 Available \$434,015

Total FY spending to date (\$45,043)

Balance \$388,972

ESSA (Every Student Succeeds Act)
FY 22 Grant allocation \$43,038
Carryover is \$14,498
FY22 Available \$57,536
Spent to date (\$12,507)
Balance \$45,029

Summer Learning Grant
FY22 Allocation \$215,000
25% Match \$53,750
FY22 Summer School Estimate \$268,750
Spent to date (\$71,625)
Balance \$197,125

All expenses for summer school need to be accounted for by October 15, 2022. In the next few months, we will be applying for the grant funds to be distributed, this should be reflected in next months report.

Chet inquired if we would spend the full allotted funds, Sarah said no.

Melissa shared that with this grant, we must spend 25%, then the school is reimbursed for the rest of it. Summer School was offered to all students.

Balance Sheet

Sarah presented the draft of the Balance sheet based on the audit. Once the final audit is received, she will adjust to reflect actual numbers. Right now, our cash balance is around \$3,758,272. The state has been paying on an enrollment of 1,400 students. Currently our enrollment is significantly lower than that. We will be able to update our estimated student enrollment after October 1. Hopefully the state will adjust not be sending as much so we are not overpaid by ODE. The idea is to maintain this high cash balance in the event the state pauses payments, or if there is a repayment required. Mitchell SD is also aware of the situation and overestimate.

FY21 & FY22 Accounts Payable

We can update our estimates after October 1 at once the new information is received from the state. The district is aware of the overestimate that was submitted to the state and how it will be adjusted.

The total FY22 balance due to K12 is \$3,052,157.44 of that K12 will issue (\$2,877,813.00), leaving a total balance due of \$435,319.44. These funds will be applied to the oldest invoices on record.

Cash Flow

Balance as of 8/31/22 is \$3,758,272, due to K12 8/31/22 \$685,596.50, proposed payment to K12 for August \$374,178. This will keep the cash balance in a healthy while being able to manage operating expenses.

By the end of the year with monthly payments staying at \$374,178 we will end the year with \$4.4 million which will put us in a good position in case we need to issue payment back to the state.

Consent Agenda Items

K12 Invoice payment, School Board Meeting Minutes_20220825, August 2022 Disbursements and Bank Reconciliation, and September 2022 Personnel Report.

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

Motion: Carleen Drago

Second: Chet Edwards

Vote: All approved. Chet Edwards, Carleen Drago (2-0)

III. ITEMS SCHEDULED FOR ACTION

A. ACH K12 Invoice Payment

It is recommended that the Board approve the ACH K12 Payments to be issued via ACH effective immediately.

Motion: Carleen Drago

Second: Chet Edwards

Vote: All approved. Chet Edwards, Carleen Drago (2-0)

Meeting was adjourned at 11:09 PM