

# MONTHLY MEETING AGENDA

**BOARD OF DIRECTORS**

**INSIGHT SCHOOL OF OREGON PAINTED HILLS CHARTER SCHOOL**

**603 NW 3rd, OR 97754**

**March 21, 2024 @ 11:30 AM**

*Location:*

<https://onlineoregon-org.zoom.us/j/91507887277>

**Meeting ID: 915 0788 7277**

*Via Teleconference:*

**+12532050468,,91507887277# US**

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

The Insight School of Oregon Painted Hills (“School”) welcomes your participation at the School’s Board meetings. The purpose of a public meeting of the Board of Directors (“Board”) is to conduct the affairs of the School in public. We are pleased that you are in attendance. 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. Agenda is available online at the meeting.
2. “Oral Communication” is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes.
3. When addressing the Board, speakers are requested to state their name and address and adhere to the time limits set forth.

## **I. PRELIMINARY**

### **A. CALL TO ORDER**

Meeting called to order by the Board Chair at:

### **B. ROLL CALL**

Role	First	Last	Present	Absent
Board Chair	Chet	Edwards		
Treasurer	Harold “Skip”	Adams		
Secretary	Carleen	Drago		
Quorum Established			Yes	No

**II. COMMUNICATIONS**

- A. Public Comments: Comments may be made to the Board at this time on non-agenda topics. Please state your name and keep your comments to no more than three minutes. If you wish to add an agenda item, please contact the Executive Director two weeks prior to the next Regular Board Meeting.
- B. Executive Director Report- Melissa Hausmann
  - a. **School Report**
    - i. Enrollment/ReEnrollment
    - ii. ORDCA Part-Time Update
  - b. **Action Item:** Credit Card Account Holder Updates
  - c. **Action Item:** Preliminary Staffing Plan SY24-25
    - i. Reference: II\_B\_c\_i\_Preliminary Staffing Plan SY24-25

Important Dates:

- Next School Board Meeting: **April 25, 2024 @ 11:30am**

- C. Finance Report–Jeffrey Reyes
  - a. Reference: II\_C\_a\_ISOR-PH - Finance Presentation Feb. 2023 (03-15-2024)

**III. CONSENT AGENDA**

- A. Approval of K12 Invoice Payment
- B. Approval of School Board Meeting Minutes
  - a. Reference: III\_B\_20231221\_MINUTES\_FINAL
- C. Approval of Disbursements for ISOR-PH
  - a. Reference: III\_C\_ISOR-PH Check Listing February. 2024
- D. Approval of ISOR-PH Bank Reconciliation Operating Account -WF-6513
  - a. Reference: III\_D\_ISOR-PH Bank Reconciliation February 2024
- E. Approval of Personnel Report
  - a. Reference: III\_E\_Personnel Report, March 2024 Board Meeting

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

**IV. ITEMS SCHEDULED FOR ACTION**

**A. Action Item:** It is recommended that the ISORPH Board add Melissa Hausmann and Laura Bratcher as a Wells Fargo Credit Card Key Executive, Credit Card Business Account Administrator and Authorized User. Additionally, the Board authorizes Melissa Hausmann to remove Dianne Hendrix from the Wells Fargo Credit Card.

Motion	
Second	
Vote	

**B. Action Item:** It is recommended that the ISORPH Board approve the Preliminary Staffing Plan SY24-25.

Motion	
Second	
Vote	

**C. Action Item:**

Motion	
Second	
Vote	

**V. ADJOURNMENT**