



**Insight School of Oregon Painted Hills School Minutes**

Topic: Online Oregon Schools Monthly School Board Meeting: March 21, 2024

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**I. PRELIMINARY**

The meeting was called to order by Chet Edwards, 11:30 am.

**Board Members Present:** Chet Edwards, Carleen Drago-Starr, Harold “Skip” Adams

**Board Member(s) Absent:** n/a

Quorum Established: Yes

**ISORPH Staff Members Present:** Melissa Hausmann, Yancey Fall, Laura Bratcher

**Visitors:** Jeffrey Reyes (K12 Finance Manager), Sheila Shiebler (K12 Portfolio Vice President) Penny Fender (Super Intendent of Mitchell School District) Christine Hackenbruck (Board member Potential Candidate)

**Agenda Additions/Deletions:**

No additions/deletions.
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**II. COMMUNICATIONS**

None at this time

**A. Public Comments**

None presented.

**ITEMS SCHEDULED FOR INFORMATION**

**B. Melissa Hausmann - Executive Director**

**1. Enrollment & Registration Update (data 3/14/24)**

-2023-24 SY

**CVA**

79 Applicants (5 Sufficient)

643 Approvals

**ISOR-PH**

-2024-25 SY

**CVA**

20 Applicants (6 sufficient)

0 Approvals

Total Net Enrollment: 1,175

**ISOR-PH**

16 Applicants (2sufficient)  
130 Approvals

**ORDCA**

4 Applicants (1 sufficient)  
33 Approvals

Sent Sufficient accounts to Yancey  
For AAG confirmation  
38 withdrawals since last meeting

1 Applicant  
0 Approvals  
Total Net Enrollment: 219

**ORDCA**

0 Applicants  
0 Approvals  
Total Net Enrollment:78

Approvals begin on 4/11

Melissa went over re-enrollment status. Charts show the numbers of current students that are either undecided, registering, or status unknown for the next school year. Teachers are reaching out to families of the undecided and the unknown to touch base with families on if they have any questions or concerns or need help with the registration process which has boosted numbers for kids re-enrolling.

**2. ORDCA Part-time Enrollment update**

- Charter contract with MSD already reflects approval for PT enrollment, so no additional action will be needed there.
- Working with legal to develop a Fee Agreement and MOU to present for board consideration.

**3. Credit card Account Holder Updates**

- Add Melissa Hausmann and Laura Bratcher as a Wells Fargo credit card Key Executive, Credit Card Business Account Administrator and Authorized User.
- Authorize Melissa Hausmann to remove Dianne Hendrix from the Wells Fargo Credit Card.

**4. Preliminary Staffing Plan SY24-25**

- Preliminary Staffing Plans based off early budget recommendations.

Questions for Melissa-

Chet reaffirmed the challenges that Melissa has undergone with trying to get everything resolved with Wells Fargo.

**C. Finance – Jeffrey Reyes presented**

- Overview and Key Assumptions
- FY24 P&L Forecast vs. Budget

- FY24 Restricted Funds
- Balance Sheet
- Cash Flow

### **Overview and Key Assumptions**

Forecast as compared to Budget:

Student count: 1362, an increase of 47 students in 9-month average.

Revenue: \$13.747M, increase of \$851.346K due to enrollment increase.

Expenses: \$13.83M Increase of \$795.482K due to enrollment increase.

overall enrollment by school ISOR-PH -17, ORCVA +74 and ORDCA -10.

### **FY24 Budget vs. 4+8**

With the increase in enrollment, we have an increase in revenue of \$851,346K. Changes in expenditures \$795,482K. The current deficit is \$55,864K. Balanced budget credit of \$(55,864) provided by K12.

### **F24 Prior Forecast vs. 4+8**

In comparison to the prior month, we are down 36 students. With the increase in enrollment, we have an increase in revenue of 725,163K. Changes in expenditures \$217,277K. The current deficit prior to balanced budget credit is \$507,886K.

### **FY23 Restricted Funds**

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

FY24 Grant allocation \$407,050

Carry Over \$15,003

FY 24 Available \$422,053

Total FY spending to date (\$267,723)

Balance \$154,330

CSI Grant (Every Student Succeeds) previously ESSA Grant

FY 24 Grant allocation \$150,106

Carryover is \$0.00

FY22 Available \$150,106

Spent to date (\$68,581)

Balance \$81,525

### **Balance Sheet**

Current cash is around \$2.7M, accounts receivable \$168K, leaving current assets at \$2.5M

Total fixed and other assets \$470K. Current liabilities, mainly K12 invoices for curriculum and computers, currently at \$3.1M. other current liabilities \$776K for a total of \$3.9M current liabilities. Total equity (\$921K). Total Liabilities and Equity \$3.0M.

### **Cash Flow**

Balance as of 2/29/2024 is \$2,704,834.52. Due to K12 at 2/29/2024 \$3,136,542.51. Proposed payment to K12 for February \$746,519.00.

Questions for Jeffrey?

None at this time

Chet Wanted to bring up summer school- it is anticipated that the online schools will not be eligible for the summer school grant. Penny is trying to get the details and get clarity on what we should expect.

### Consent Agenda Items

- A. Approval of K12 Invoice payment
- B. Approval of School Board Meeting Minutes\_20231221
- C. Approval of Disbursements for ISOR-PH
- D. Approval of ISOR-PH Bank Reconciliation Operating Account -WF-6513
- E. Approval of Personnel Report

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

**Motion:** Harold "Skip" Adams

**Second:** Carleen Drago-Starr

**Vote:** All Approved, Carleen Drago-Starr, Harold "Skip" Adams, Chet Edwards (3-0)

### III. 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** Harold "Skip" Adams

**Second** Carleen Drago-Starr

**Vote** All Approved, Harold "Skip" Adams, Carleen Drago-Starr, Chet Edwards (3-0)

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

**Motion** Harold "Skip" Adams

**Second** Carleen Drago-Starr

**Vote** All Approved, Harold "Skip" Adams, Carleen Drago-Starr, Chet Edwards (3-0)

Important Dates:

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

The meeting was adjourned at 11:52 PM