

# MONTHLY MEETING AGENDA

## BOARD OF DIRECTORS

### INSIGHT SCHOOL OF OREGON PAINTED HILLS CHARTER SCHOOL

603 NW 3rd, OR 97754

April 20, 2023 @ 11:30 AM

*Location:* <https://zoom.us/j/93696488538>

#### **Via Teleconference:**

Conference Call Number: +1 253 215 8782

Conference Code Number: 936 9648 8538#

One Tap Mobile: +12532158782,,93696488538#

#### 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 Updates**
    - i. **Enrollment/Registration Report**
    - ii. **Integrated Grant Application- Presentation by Carrie Quinn (Action Items)**
      - Review Public Comment
      - Reference: II\_B\_ii\_Integrated Application Presentation ISORPH
      - Reference: II\_B\_ii\_Integrated Grant Application Presentation ISORPH
    - iii. **SY23-24 Student Handbooks (Action Item)**
      - Reference: II\_B\_iii\_Cascade Virtual Academy\_Student Parent Manual Handbook\_2023-2024\_TrackChanges
      - Reference: II\_B\_iii\_Cascade Virtual Academy\_Student Parent Manual Handbook\_2023-2024\_CleanCopy
      - Reference: II\_B\_iii\_Insight School of Oregon Painted Hills\_Student Parent Manual Handbook\_2023-2024\_TrackChanges
      - Reference: II\_B\_iii\_Insight School of Oregon Painted Hills\_Student Parent Manual Handbook\_2023-2024\_CleanCopy
      - Reference: II\_B\_iii\_Destinations Career Academy of Oregon\_Student Parent Manual Handbook\_2023-2024\_TrackChanges
      - Reference: II\_B\_iii\_Destinations Career Academy of Oregon\_Student Parent Manual Handbook\_2023-2024\_CleanCopy
    - iv. **SY23-24 Employee Handbook (Action Item)**
      - Reference: II\_B\_iv\_ISOR PH\_CVA\_ORDCA Employee Handbook 2023-2024
    - v. **SY23-24 Proposed FY24 Budget (Action Item)**
      - Reference: II\_B\_v\_ISOR-PH – Proposed FY24 Budget (4.20.23)
    - vi. **SY23-24 Preliminary Staffing (Action Item)**
      - Reference: II\_B\_vi\_Preliminary Staffing Plan SY23-24
    - vii. **Main Office Lease Renewal (Action Item)**
      - Reference: II\_B\_2023 Office Lease Renewal

### Important Dates:

- Next School Board Meeting: **May 18, 2023 @ 11:30am**
- Save the date: Graduation, Saturday **June 10, 2023**

### C. Finance Report– Sarah Olivas

- a. Reference: II\_C\_ ISOR-PH - Finance Presentation March 2023 (4.20.23)

**III. CONSENT AGENDA**

- A. Approval of K12 Invoice Payment
- B. Approval of School Board Meeting Minutes
  - a. Reference: III\_B\_20230316\_MINUTES\_FINAL
- C. Approval of Disbursements for ISOR-PH
  - a. Reference: III\_C\_ISOR-PH Check Register March 2023
- D. Approval of ISOR-PH Bank Reconciliation Operating Account -WF-6513
  - a. Reference: III\_D\_ISORPH Bank Reconciliation March 2023
- E. Approval of Personnel Report
  - a. Reference: III\_E\_Personnel Report, April 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 ISOR-PH Board approve the Integrated Grant Application as presented.

Motion	
Second	
Vote	

- B. Action Items: It is recommended that the ISOR-PH Board approve the Integrated Grant Budget for 2023-2024 and 2024-2025.

Motion	
Second	
Vote	

- C. Action Items: It is recommended that the ISOR-PH Board approve the 2023-2024 student handbooks for CVA, ISORPH, and ORDCA.

Motion	
Second	
Vote	

- D. Action Items: It is recommended that the ISOR-PH Board approve the 2023-2024 Employee Handbook.

Motion	
Second	
Vote	

E. Action Items: It is recommended that the ISOR-PH Board approve the Proposed FY24 Budget.

Motion	
Second	
Vote	

F. Action Items: It is recommended that the ISOR-PH Board approve the preliminary staffing plan for the 2023-2024 school year.

Motion	
Second	
Vote	

G. Action Items: It is recommended that the ISOR-PH Board approve the 2023 Office Lease Renewal with a 5-year term.

Motion	
Second	
Vote	

**V. ADJOURNMENT**