

# MONTHLY MEETING AGENDA

## BOARD OF DIRECTORS

INSIGHT SCHOOL OF OREGON PAINTED HILLS CHARTER SCHOOL

603 NW 3rd, OR 97754

August 19, 2021 @ 11:30 AM

*Location: <http://tinyurl.com/ISORPH-SchoolBoardMeeting>*

Via Teleconference:

Conference Call Number: 1-888-824-5783

Conference Code Number: 544-332-45 #

### 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		
Secretary	Tonya	Rogers		
Treasurer	Harold “Skip”	Adams		
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 Head of School two weeks prior to the next Regular Board Meeting.

### ITEMS SCHEDULED FOR INFORMATION

- B. Head of School Report- Melissa Hausmann
- a. School Updates
    - i. Enrollment
    - ii. School Launch
  - b. Gallagher Insurance Certificates – submit to Mitchell School District
    - i. Reference: II\_B\_b\_Gallagher Certificate
  - c. Insperity Employee Benefits Package Renewal
    - i. Reference: II\_B\_c\_Insperity Employee Contribution Schedule
    - ii. Reference: II\_B\_cii\_Insperity Financial Stewardship Report
  - d. Charter Renewal
    - i. Cascade Virtual Academy Charter Renewal
    - ii. Destinations Career Academy of Oregon Charter Renewal
    - iii. Insight of Oregon Painted Hills Possible Early Charter Renewal
  - e. PERS Contributions

Important Dates: Next School Board Meeting – September 16 @ 11:30am.

- D. Finance Report– Conrad Michka
- a. Reference: II\_C\_ISOR-PH -Finance Presentation 1+11 (8.19.21)

## III. CONSENT AGENDA

- A. Approval of School Board Meeting Minutes 7-12-2021
- a. Reference: III\_A\_20210712\_MINUTES\_FINAL
- B. Approval of Disbursements for ISOR-PH July
- a. Reference: III\_B\_ISOR Check Listing July 2021
- C. Approval of ISOR-PH Bank Reconciliation Operating Account -WF-6513 July2021- Final
- a. Reference: III\_C\_Bank Reconciliation July 2021
- D. SY21-22 Stipend List
- a. Reference: III\_D\_SY2122 Stipend List, August 2021 Board Meeting
- E. Personnel Report, August 2021 Board Meeting
- a. Reference: III\_E\_Personnel Report, August 2021 Board Meeting
- F. Job Description Updates
- a. Reference: III\_F\_a\_ELL Coordinator Job Description
  - b. Reference: III\_F\_b\_K-8 MTSS & 504 Coordinator
  - c. Reference: III\_F\_c\_HS MTSS & Testing Coordinator

d. Reference: III\_F\_d\_High School Success Coordinator

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

#### IV. ITEMS SCHEDULED FOR ACTION

##### A. Action Item: Adding Melissa Hausmann, New Head of School, on all Accounts

Motion	The Board approves adding Melissa Hausmann and removing Sonimar Villegas as signer to all school accounts effective immediately. The Board grants Melissa Hausmann the authority to sign on behalf of ISOR-PH, CVA, and ORDCA, to be added to ISOR-PH Wells Fargo bank account & credit card, to be added as a check signer, and to be granted reviewer/approver/supervisor access into Insperity & Payroll.
Second	
Vote	

##### B. Insperity Employee Benefits Package Renewal

Motion	The Board approves the 2021-2022 Insperity Employee Benefits Package including amended employee contribution schedule.
Second	
Vote	

##### C. Cascade Virtual Academy Charter Renewal

Motion	The Board approves the request to Mitchell School District for charter renewal through 2030 for Cascade Virtual Academy.
Second	
Vote	

##### D. Destinations Career Academy of Oregon Charter Renewal

Motion	The Board approves the request to Mitchell School District for charter renewal through 2030 for Destinations Career Academy of Oregon.
Second	
Vote	

##### E. Insight of Oregon Painted Hills Possible Early Charter Renewal

Motion	The Board approves the request for early charter renewal for Insight of Oregon Painted Hills to Mitchell School District to align terms for all three schools through 2030.
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Second	
Vote	

F. PERS Contributions

Motion	The Board approves the proposal to contribute 3% of the 6% mandatory employee contribution into PERS to eligible employees beginning August 2021.
Second	
Vote	

V. **ADJOURNMENT**