



Insight School of Oregon Painted Hills School Minutes

Topic: Online Oregon Schools Monthly School Board Meeting: April 25, 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

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

Quorum Established: Yes

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

Visitors: Sarah Olivas (K12 Finance Manager), Sheila Shiebler (K12 Portfolio Vice President) Christine Hackenbruck (Board member Potential Candidate)

Agenda Additions/Deletions:

No additions/deletions.

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 04/22/2024)**

-2023-24 SY

CVA Enrollments

K5: 574

MS: 373

HS: 318

Total: 1265

ISOR-PH Enrollment:

-2024-25 SY

CVA Applications:

31 Applicants (0 sufficient)

K-5 = 25

6-8 = 3

HS = 3

17 Approvals

ISOR-PH Applications:

MS: 55
HS: 175
Total: 230

6 Applicants (1 sufficient)
7-8 = 2
HS = 4
1 Approval

ORDCA Enrollment:
HS: 81
Total: 81

ORDCA Applications:
3 Applicants
0 Approvals

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

- Working with legal to develop a Fee Agreement and MOU to present for board consideration.

3. Gallagher Insurance Renewal Timeline

-Melissa has filled out paperwork and is currently awaiting quotes for the best options for the school and to present them to the board for approval.

4. Preliminary Staffing Plan SY24-25 (Action Item)

- Preliminary Staffing Plans based off early budget recommendations.

5. Reintroduction Christine Hackenbruck, Potential Board Member (Action Item)

- Reminder: Board bylaws state annual meeting will be held last Thursday of every June, unless board determines it will be held another day in June. Election of officers must be first business item at that meeting.

6. Proposed Budget FY25 (Action Item)

Questions for Melissa-
None at this time

C. Finance – Sarah Olivas 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: 1410, an increase of 57 students in 9-month average.

Revenue: \$14.129M, increase of \$1.2M due to enrollment increase.

Expenses: \$14.124M Increase of \$1.1K due to enrollment increase.

overall enrollment by school ISOR-PH -13, ORCVA +76 and ORDCA -6.

FY24 Budget vs. 9+3

With the increase in enrollment, we have an increase in revenue of \$1,232,377. Changes in expenditures \$1,087,172. The current deficit is \$145,204K. Balanced budget credit of \$(145,204) provided by K12.

F24 Prior Forecast vs. 9+3

In comparison to the prior month, we are up 10 students. With the increase in enrollment, we have an increase in revenue of \$381,031K. Changes in expenditures \$291,690K. The current deficit prior to balanced budget credit is \$89,341K.

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 (\$298,339)

Balance \$123,714

CSI Grant (Every Student Succeeds) previously ESSA Grant

FY 24 Grant allocation \$150,106

Carryover is \$0.00

FY24 Available \$150,106

Spent to date (\$76,426)

Balance \$73,680

Balance Sheet

Current cash is around \$2.9M, accounts receivable \$234K, leaving current assets at \$2.6M Total fixed and other assets \$394K. Current liabilities, mainly K12 invoices for curriculum and computers, currently at \$3.0M. other current liabilities \$797K for a total of \$3.8M current liabilities. Total equity (\$740K). Total Liabilities and Equity \$3.0M.

Cash Flow

Balance as of 03/31/2024 is \$2,932,624.78. Due to K12 at 03/31/2024 \$3,035,625.01.
Proposed payment to K12 for March \$731,950.50

FY25 Budget – Key Assumptions

- **Enrollment:**
 - Average enrollment projected to be 1,433 students, an increase of 33, or 2% over FY24 8+4 Forecast.
 - Special Education population: assume flat at 16%

- **Funding:**
 - Assume rate at \$10,175 per updated ADMw (increased from \$9,625 in FY24)
 - Total Funding: \$14.7M (+7% increase)
 - State: \$14.2M (+8% increase)
 - Grants: \$461K
 - State funding higher in FY25 due to Volume and Funding Rate
 - Grant funding decreased due to losing Perkins and lower ESSA

- **Expenses**
 - Staffing
 - 64 FTE in FY25
 - Salary Levels: assumes 2-3% merit increase
 - Annualized Headcount (Salary and Bonus)
 - In General, most expenses have been scaled to enrollment where necessary. Reductions scale to lower Grant funding and Efficiencies.
 - Teacher/Administrative
 - Benefits rate flat to FY24 8+4, however we had multiple teachers on leave and their subs did not collect benefits, leading to an increase year over year.
 - Special Education & Contract Related Services
 - Assume 16% population
 - Contract Related Services: scaled to enrollment

Final FY25 Budget

Key Assumptions:

- Revenue increased due to higher enrollment of 33 students plus increase in funding rate
- Salary increases of 2-3% and annualized headcount
- Benefits increased to align with FY24 as well as annualized headcount for teacher on leave
- Nearly all non-salary expenses items have been scaled to enrollment, new grant fund awards, or efficiencies

Questions for Sarah?
None at this time

Consent Agenda Items

- A. Approval of K12 Invoice payment
- B. Approval of School Board Meeting Minutes
 - a. Reference: III_B_20240321_Minutes_Final
- C. Approval of Disbursements for ISOR-PH
 - a. Reference: III_C_ISOR-PH Check Listing March 2024
- D. Approval of ISOR-PH Bank Reconciliation Operating Account -WF-6513
 - a. Reference: III_D_ISOR-PH Bank Reconciliation March 2024
- E. Approval of Personnel Report
 - a. Reference: III_E_Personnel Report, April 2024 Board Meeting

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

Motion: Carleen Drago-Starr

Second: Chet Edwards

Vote: Carleen Drago-Starr, Chet Edwards

III. ITEMS SCHEDULED FOR ACTION

- A. **Action Item:** It is recommended that the ISOR-PH Board add Christine Hackenbruck as new board member for a 1-year term (expiring April 2025)

Motion Carleen Drago-Starr

Second Chet Edwards

Vote Carleen Drago-Starr, Chet Edwards

- B. **Action Item:** It is recommended that the

ISORPH Board approve the Preliminary Staffing Plan SY24-25.

Motion Carleen Drago-Starr

Second Chet Edwards

Vote Carleen Drago-Starr, Chet Edwards

C. Action Item: It is recommended that the ISORPH Board approve the Proposed FY25 Budget.

Motion Carleen Drago-Starr

Second Chet Edwards

Vote Carleen Drago-Starr, Chet Edwards

Important Dates:

- Next School Board Meeting: May 16th, 2024 @ 11:30am

The meeting was adjourned at 11:52 PM