
OREGON VIRTUAL ACADEMY

NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS

December 18, 2018 @ 6:30 p.m.

Oregon Virtual Academy Board Members are hereby notified that a Regular Meeting of the Board will be held at 400 Virginia Ave Suite 210, North Bend, Oregon and via teleconference 1-888-824-5783 Ext.90095991# and via Blackboard Collaborate at <http://tinyurl.com/BoardORVA>

The Public has been invited to the Board Meeting with notices posted at the following locations:

1. Oregon Virtual Academy
Administration Office
400 Virginia Ave Suite 210
North Bend, OR 97459
 2. North Bend School District
Administration Office
1913 Meade St
North Bend, OR 97459
 3. FlashAlert Newswire
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**AGENDA
REGULAR MEETING AGENDA**

**BOARD OF DIRECTORS
OREGON VIRTUAL ACADEMY**

Tuesday, December 18th, 2018

6:30 p.m.

ORVA Office

400 Virginia Ave Suite 210

North Bend, OR 97459

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

The Oregon Virtual Academy welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. 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. Agendas are available to all audience members at the door to the meeting or by requesting the agenda from School Officials (541-751-8060).
2. The "Public Comment" portion is set aside for members of the audience to raise issues that are not specifically on the agenda. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. When addressing the Board, speakers are requested to stand, to state their name and address, and to adhere to the time limits set forth.
4. Citizens may request that a topic related to school business be placed on a future agenda by submitting a written request at least seventy-two (72) hours in advance of any regular meeting. Once such an item is properly placed on the agenda, the Board can respond, interact, and act upon the item.

I. PRELIMINARY

A. CALL TO ORDER

Meeting was called to order by the Board Chair at 6:32 P.M.

B. Roll Call

Member	Title	Term	Present	Absent	In	Out
Mr. Paul Tannahill	Member	2015-2018	X			
Mr. Michael Herndon	Member	2015-2018	X			
Ms. Terri Bennink	Secretary	2016-2019		X		
Mr. Steven Isaacs	Member	2016-2019	X			
Mr. Brian Bray	Chairman	2016-2019	X			
Mr. Barry Jahn	Vice Chairman	2017-2020	X			
Vacant	Member	2017-2020				

II. COMMUNICATIONS

A. PUBLIC COMMENTS:

No individual comment shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Board members may respond to comments however no action can be taken. The Board may give direction to staff following comment.

B. BOARD/STAFF DISCUSSION

1. School Informational Reports

a. School Leadership Report – ORVA Administration

- Operational Metrics (to follow)
- Facility Status Update
- Director of Special Programs Search Update
- Summary of Procedures related to Dismissal of Staff, per Educational Product and Services Agreement and Discussion with Board Vice Chair. (to follow)
- Program Highlights: Elementary, Secondary, and FAST

Mr. Werlein and the school leadership team gave an overview of school updates. See full presentation [here](#).

b. Review of Financial Packet (through December 2018) - M. Herndon, Board Treasurer and C. Chun-Hoon, Finance Director (to follow)

Mr. Chun-Hoon and Mr. Herndon gave an overview of the finances through December. See full report [here](#).

Mr. Herndon points out that invoices being paid are behind. Need to figure out a way to pay bills on time.

Mr. Herndon requests a meeting in January with the individuals involved with negotiating the EPSA to have some things verified. Specifically, regarding the application of minimums. Mr. Herndon was under the impression that they would not be applied but are now being applied.

Mr. Herndon shares that the budget will be adjusted for the February meeting. The new accounting structure will take effect and the adjusted budget will reflect that.

- c. Credit Card Charges (through December 2018) - M. Caldwell, Office Manager

Ms. Caldwell gave an overview of the credit card charges. See all charges [here](#).

2. Board of Directors Discussion:

a. Committee Updates

- i) Finance Committee – M. Herndon, Board Treasurer
-Discussion/Possible Additional Action on Employee Health Insurance Renewal.

Mr. Herndon proposes that the school pay the difference of \$25,000 in the health care cost.

Mr. Werlein shares that the board would need to specify where the funds will come from.

- ii) The ORVA Town Hall – B. Jahn, Board Vice-Chair/S. Werlein, HOS

Mr. Jahn gave an overview of the Town Hall meeting and an update on the school mission statement.

- iii) Professional Services Committee – B. Bray, Board Chair

Mr. Bray provides an update on the new accounting structure progress. Would like to provide the financial items that are provided to the board to Will Lewis.

- iv) Policy Committee – M. Herndon, Board Treasurer
-Discussion/Possible Action on Board Policy Adoption. (Action Item IV. A)

Postponed to next month's meeting.

- Presentation/Discussion/Possible Action on Fiscal Control Policy

Mr. Werlein shares that this was part of the audit recommendations. Was hoping to have a draft ready for tonight, but it will have to wait for next month.

b. Other – B. Jahn, Board Vice-Chair

- i) Report on North Bend Office Visit

Mr. Jahn shares about his visit in to the North Bend offices.

- ii) Update on Project Tracking Table: [Project Tracking](#)

Mr. Jahn gives an update on the project tracking sheet.

- iii) Further Discussion: ORVA Town Hall (as needed).

- iii) Discussion of Potential Additional Board Member

Mr. Jahn gives an introduction of potential new board member, Brian Hatzenbihler.

Mr. Hatzenbihler introduces himself to the board.

III. CONSENT AGENDA ITEMS

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Head of School recommends approval of all consent agenda items.

A. ITEMS FOR APPROVAL

- 1. Previous Meeting Minutes

- a. October 16th, 2018
 - b. November 7th, 2018
 - c. November 20th, 2018
2. K12 Invoice Payment
3. New Hires
- a. Nicola Roensch, Special Education Teacher
 - b. Laura Wells, Secondary Math Teacher
 - c. Jamie Brady, PT CTE
4. Separations
- a. Neria Sebastien, Special Education Teacher
 - b. Jill Adams, Special Education Teacher

Mr. Herndon moved to approve the consent agenda. Mr. Jahn seconded the motion. All were in favor with none opposed.

IV. ACTION ITEMS

A. IV-BDRPT-01_12-18-18

Discussion and possible action on remaining Board Policy Updates

Member	Motion	Aye	No	Abstain	Absent
Mr. Paul Tannahill					
Mr. Michael Herndon					
Ms. Terri Bennink					
Mr. Steven Isaacs					
Mr. Brian Bray					
Mr. Barry Jahn					
Vacant					
Motion	Carried ()	Not Carried ()	Vote, (A) (N)(Ab)	Tabled ()	

Motion was tabled.

Mr. Jahn shares that he reached out to Ms. Bennink requesting a resignation letter.

Mr. Werlein gave an overview of the boards options regarding removing a member going forward.

Mr. Herndon asks about board terms and what needs to happen to renew.

V. ADJOURNMENT

The meeting was adjourned at 9:46 P.M.

This Notice has been issued at the direction of the Board Chair, calling a regular meeting of the Board of Directors.

Date Posted: Wednesday December 11th, 2018