

**Oregon Virtual Academy
Board Work Session Meeting Minutes**

Date: 3-8-22
Note Taker: Nicolle Hansen

Participants:

Voting Board Member: Barry Jahn, Myk Herndon, Paul Tannahill, Franklin Roberts, Megan Trow, MJ Sandall & Steven Isaacs
ORVA Academic Team Members: Jamie Stiles, Stephanie Martin, Ashley Smithey, Mindy Kramer, Leanne Moll, Caitlin Klenz, & Elyse Hansen

[Meeting Recording](#)

Call to Order at 6:35 PM

Agenda Item: Approval of Agenda	
Discussion: No changes were made.	

Agenda Item: Public Comments	
Discussion: There are no public comments during work sessions.	

Agenda Item: Financial Training with CSBM	
Discussion: Raj Thakkar w/ Charter School Business Management shares his presentation for Financial Workshop Series session #5. Raj discusses CUREs and Causes VII & VIII along with Remedies and Symptoms 31 to 40 III.	

Agenda Item: Budget Reforecast	
Discussion: Hallie shares ORVA's revised budget and discusses realignment of the budget to better estimate our income and expenditures for next year – there was a slight discrepancy with the rate used to configure our funding, and enrollment numbers have dropped a bit. Jamie & Hallie concur that we are overstuffed based on our enrollment numbers and teacher ratio, whereas we are understuffed in administration and operations. New items added to ORVA's Grant section were the Perkins grant and Career Pathways Fund; the ESSER III grant will be portioned over the three year period of the grant. Megan asks if there is currently anyone searching for grants that might help with the budget. Hallie states that we don't have one sole position looking at grants right now, but that some teachers, staff and/or administrators have been seeking out grants on their own. Support staff such as a person in charge of grants and a person in charge of outreach are on Jamie's wish list. Hallie talks about ISP checks, the expenses to process each check, and suggests a better solution of providing our students with the tools they need rather than mail a \$50 check that they may not cash.	

Jamie and Hallie will have a proposal for the board which will state that ORVA will no longer be doing ISP checks but will have MiFi devices available for students.

Agenda Item: ED Eval Lite	
Discussion: MJ presents the Executive Director Evaluation proposal: ED Eval-Lite draft proposal – From the nine Leadership Standards, choose three that you believe your leadership has made the most impact during this past year. Please write a brief narrative statement for each, accompanied by a bulleted list of the activities, efforts, products and any other artifact or item that supports your narrative. This list does not need to be inclusive, only representative. 9 Leadership Standards: 1- Visionary Leadership; 2- Policy and Governance; 3- Communications; 4- Effective Management; 5- Curriculum Planning/Development; 6- Instructional Leadership; 7- Resource Management; 8- Ethical Leadership; 9- Labor Relations. The board came to a consensus in that adopting this model would put us on track for the 22-23 evaluation cycle and will allow us to do our due diligence as opposed to a ‘hurry up & do’ evaluation.	

Agenda Item: Board Policies – first reading packet #6	
Discussion: Myk goes over edited policies 6: DJC: Bidding Requirements GBEDA-AR: Drug & Alcohol Testing-Transportation Personnel GBH/JECAC: Staff/Student/Parent Relations GBL: Personnel Records GBNA-AR: Hazing/Harassment/Intimidation Staff Reporting Procedures GBNAA/JHFF: Suspected sexual conduct with students & reporting requirements GBNAA/JHFF-AR: Suspected sexual conduct report procedures & forms GBNAB/JHFE: Suspected abuse of a child reporting requirements GBNAB/JHFE-AR(1): Reporting suspected abuse of a child	

Agenda Item: Mask Guidance Changes	
Discussion: Jamie briefly mentions the mask guidance update from OHA & ODE and states that an addendum will be added to our current vaccine/masking policy – OHA is leaving it up to schools to make their own decisions whether to require masks or not. Jamie, Stephanie, and Barry will further discuss ORVA’s stance with masking requirements.	

Agenda Item: ED Topics: Celebrations	
Discussion: Jamie shares celebrations for staff in her ED Report .	

Agenda Item: Regular Board Meeting over spring break	
Discussion: Jamie and Barry move the Regular Board Meeting from 3/22/22 to 3/29/22 per Hallie’s suggestion.	

Agenda Item: Approval of ED Eval Lite proposal	
Discussion: The rationale of MJ's recommendation shows the working relationship between the board and the executive director – our Executive Director keeps us informed of status, data, challenges, accomplishments, etc.; there's been great amounts of effort put forth by staff and the board during this last year of transition; adopting this model will help us better prepare for next year.	
Action: MJ makes a motion to approve the ED Eval Lite proposal, Franklin seconds the motion. All in favor, none opposed. Motion passes.	

Agenda Item: Approval of Budget Reforecast	
Discussion: Barry asks if there is a motion to approve the budget reforecast.	
Action: Myk makes a motion to approve the updated budget forecast, Megan seconds the motion. All are in favor with none opposed. Motion passes.	

Agenda Item: Adoption of Policy Packet #5	
Discussion: Barry asks if there is a motion to approve the adoption of policy packet #5.	
Action: Franklin makes a motion to adopt policy packet 5, Paul seconds the motion. All in favor, none opposed. Motion passes.	

Work Session adjourned at 8:30 PM