

**Oregon Virtual Academy
Regular Board Meeting Minutes**

Date: 4-26-22
Note Taker: Nicolle Hansen

Participants:

Voting Board Member: Barry Jahn, Myk Herndon, Paul Tannahill, Franklin Roberts, Megan Trow, & MJ Sandall

ORVA Academic Team Members: Jamie Stiles, Stephanie Martin, Ashley Smithey, Mindy Kramer, Leanne Moll, Caitlin Klenz, & Elyse Hansen

Meeting [Recording](#)

Call to Order at 6:36 PM

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| Agenda Item: Approval of Agenda | |
| Discussion: The agenda was approved as submitted. | |

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| Agenda Item: Public Comments | |
| Discussion: No sign-ups for public comments. | |

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| Agenda Item: IT Updates & Review Proposal (David Spitzer) | |
| Discussion: All student computers have been received and will be ready for the school year about 76 days ahead of schedule; David thanks Jamie, Hallie, and Stephanie for assistance in making that happen. Spitzer Tech has a plan in place designed for board migration projects that will take place over the summer, this will not impact board meetings or any of the functions. In submitting their proposal, Spitzer Tech is putting forth that they will provide services to ORVA in the selection, configuration, testing, and deployment of a School Management Software (SMS). The proposal lists the objectives, strategies, and goals for this. | |

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| Agenda Item: Finance & Budget Report (Hallie & Myk) | |
| Discussion: Hallie discusses the financial reporting overview for March 2022 . | |

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| Agenda Item: First Policy Reading: Packet #8 (Myk) | |
| Discussion: JFCJ: Weapons in School JGAB-AR: Use of Restraint or Seclusion JGE: Expulsion JHC: Student Health Services and Requirements | |

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| JHCC: Communicable Diseases - Students JHCC-AR: Communicable Diseases - Student JHCD_JHCDA: Medications JHCD_JHCDA-AR: Medications JHF: Student Safety |
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| Agenda Item: Board Calendar Committee | |
| Discussion: The ORVA insurance renewal packet was submitted to Arthur Gallagher by a system called Indio. All paperwork is being completed and will be presented to the board in May for approval. In the meeting with NBSD, it was a consensus decision to defer the charter renewal for one year and will likely sign one more temporary MOU while Superintendent Kevin Bogatin works on the permanent charter agreement; Hoping to have the process complete by spring 2023 and have a new multi-year renewal. OSBA Policy Updates: *One more substantive packet to be read through *Jamie & her team can go through and edit certain policies over summer *Edits that need to be done to change the administrator title from “Head of School” to “Executive Director” We are currently in interim audits; interim audit paperwork is being worked on and the financials piece of the audit is being completed. All audit paperwork is due by Friday, May 6th. The audit will be finalized and then be presented to the board. Culture Amp engagement survey to be sent to staff in June before the school year ends. Barry, MJ, and Myk to meet as a committee to discuss ED Eval, preliminary goals, meet and share calendar with Jamie, discuss July goals and strategic plan. 22-23 School Year Calendar to be worked on and completed for the board by June. | |

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| Agenda Item: Adjusting Board Member Terms | |
| Discussion: Board members’ terms have been changed and documented: Barry Jahn: 2022-2025 Myk Herndon: 2021-2024 Paul Tannahill: 2021-2024 Franklin Roberts: 2020-2023 Megan Trow: 2020-2023 MJ Sandall: 2020-2023 Steven Isaacs: 2022-2025 | |

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| Agenda Item: ORVA Team Topics | |
| Discussion: Jamie thanks the ORVA crisis team for the care and compassion to staff and students following the passing of a student. The crisis team consists of Ashley Smithey, December Tueller, Karen Ganje, & Michelle Anderson; Jamie celebrates them for going into action successfully and making sure everybody had what they needed. Jamie thanks Ashley Ptaszynski as she has been preparing for prom and had put together ORVA’s first annual Read-a-Thon, which raised over \$600 for a local charity. Jamie also discusses Enrollment and Re-Registration updates, Staffing updates, attendance/outreach, withdrawals & truancy, goes over the Staff Exit Survey that Insperity sends out to ORVA staff that resigned, and upcoming events. | |

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| Agenda Item: Consent Items: Previous Meeting Minutes & Pending Invoices | |
| Discussion: Barry asks if there is a motion to approve the consent items. | |
| Action: Franklin makes a motion to approve the consent items. Paul second this motion. All are in favor, none opposed. Consent items are approved. | |

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| Agenda Item: School Systems Project | |
| Discussion: Barry asks if there is a motion to approve the project proposed by David Spitzer. | |
| Action: Mike makes a motion to approve the proposal to do the requirements needed for the school systems project. Megan seconds the motion. All are in favor, none opposed. Motion passes. | |

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| Agenda Item: Board Terms Adjustment – Confirmation for Audit | |
| Discussion: Barry asks if there is motion to approve the board terms as discussed, making it official for the audit and in following our bylaws. | |
| Action: MJ makes a motion to approve the updated terms as stated in the bylaws. Megan seconds the motion. Motion passes. | |

Meeting Adjourned at 8:30 PM