

**Oregon Virtual Academy  
Board Meeting Minutes**

**Date:** 2-23-21  
**Note Taker:** Megan Caldwell

**Participants:**

Voting Board Member: Barry Jahn, Myk Herndon, Paul Tannahill, Franklin

Roberts, MJ Sandall,

ORVA Academic Team Members:

K12 Regional Team:

[Meeting Recording](#)

Call to Order @6:31 PM

<b>Agenda Item:</b> Approval of Agenda	
<b>Discussion:</b> Mr. Herndon moves to add Steve Isaacs to for consideration to return to the board.  The agenda was approved with suggested addition.	
<b>Agenda Item:</b> 7+5 Financials	
<b>Discussion:</b> Mr. Burke gave an overview of the financial packet through January 2021. See the full presentation <a href="#">here</a> .	
<b>Agenda Item:</b> Executive Session	
<b>Discussion:</b> Pursuant to the public notice of the meeting, the board is going into executive session pursuant to ORS 192.660(2)(f) to discuss the LS Contract with Board Attorney Matte Lowe.  Mr. Herndon shares that the board is very close to a decision and hoping for a vote in early March.	
<b>Agenda Item:</b> ED Job Description Discussion and Approval	
<b>Discussion:</b> Mr. Hess shares/reviews the <a href="#">ED Job Description</a> in the chat and reviews the ED job application. Ms. Sandall shares that appreciation for the comprehensiveness of the job description and questions the salary range. Would like to have further discussion on adjusting the salary range. Mr. Hess shares the timeline for posting would be early March. Mr. Herndon proposes adjusting the language regarding salary to “approximately” rather than a specified range.	
<b>Agenda Item:</b> Proposed New Board Member	

<b>Discussion:</b> Mr. Herndon proposes Steve Isaacs return to the board for consideration. The nomination was sent to Mr. Tannahill, the board secretary, so the board may vote on Steve's return in a few weeks.	
<b>Agenda Item:</b> Board Calendar Update	
<b>Discussion:</b> Mr. Jahn reviews upcoming calendar items.	
<b>Agenda Item:</b> Executive Director Report	
<b>Discussion:</b> Ms. Hausmann shares we will focus on items "f" and "g" tonight and the rest of the items are in the board packet for the board to review. Ms. Hausmann reviews the SY 2021 student handbooks updates and enrollment freeze recommendations. See all updates in the <a href="#">ED Report</a> .	
<b>Agenda Item:</b> Consent Agenda	
<b>Discussion:</b> Ms. Hausmann shares that item d "February 2021 Staffing" was provided in the ED report for the board to review.	
<b>Action:</b> Mr. Herndon moves to approve the consent agenda. Mr. Roberts seconded the consent agenda. All were in favor with none opposed. The motion passes.	
<b>Agenda Item:</b> SY 2021 Student Handbook Updates	
<b>Discussion:</b> Motion: It is recommended that the Board of Directors adopt the updated SY 2021 Student Handbook as presented. Updates include addition of the FERPA & PPRA Annual Notices, a name change from Family Support Team to Student Support Team, as well as contact information updated for new administration: Elementary Principal, High School Principal, 504 Coordinator, Rtl Coordinator, and Student Support Administrator.	
<b>Action:</b> Mr. Franklin moves to approve the motion as presented. Mr. Tannahill seconded the motion. All were in favor with none opposed. The motion passes.	
<b>Agenda Item:</b> Enrollment vs. Staffing Update – Enrollment Freeze.	
<b>Discussion:</b> Motion: It is recommended that the current enrollment freeze be extended through the remainder of the 2020-2021 school year.	
<b>Action:</b> Ms. Sandall moves to approve the motion as presented. Mr. Herndon seconded the motion. All were in favor with none opposed. The motion passes.	
<b>Agenda Item:</b> Approval of the Executive Director Job Description	

**Discussion:**

Motion: It is recommended that the Board of Directors adopt the Executive Director Job Description as presented.

**Action:**

Mr. Herndon moved to approve the motion as modified earlier in the meeting. Ms. Sandall seconded the motion. All were in favor with none opposed. The motion passes.

Meeting Adjourned at 8:24 PM