

**Oregon Virtual Academy  
Board Meeting Minutes**

**Date:** 2-9-2021  
**Note Taker:** Megan Caldwell

**Participants:**

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

ORVA Academic Team Members: Melissa Hausmann, Stephanie Martin

K12 Regional Team: Nicholaus Sutherland, Sheila Shiebler

[Meeting Recording](#)

Call to Order at 6:30 PM

<b>Agenda Item:</b> Executive Director – Insurance Brokerage update	
<b>Discussion:</b> Mr. Sutherland shares that Biggs and LaPorte can do more than what we initially thought they could. They can take over the business side of the insurance package. The application package is due to Arthur Gallagher soon and expires at the end of June. Both brokers can take over the duties currently being provided by Insperity (Payroll/HR). Looking at the 2 companies’ side by side – both are local to the Portland and/or Vancouver area. Ms. Martin comments on the compliance calendar and how that would be good for our school. They are both comparable and would do well for ORVA. Mr. Herndon suggests going deeper for comparison purposes and ask for product examples. Ms. Martin suggests including the new HR admin who starts tomorrow who might have more experience and better questions to ask. Mr. Sutherland shares that the contracts go out to staff in March. It could be presented on in March and distributed in April. Mr. Herndon asks if these contracts are tied to the salary schedule. Ms. Martin shares that these will just be letters of intent and the actual contracts with salaries will go out later.	

<b>Agenda Item:</b> Rob Hess Consultant – 1 <sup>st</sup> reading final action item for Feb. 23 <sup>rd</sup> Hiring Timeline, Executive Search Committee.	
<b>Discussion:</b> Mr. Hess gives an overview of the first reading of the ED Job Description. If the board can send feedback in the next week, he will have it ready by the next board meeting. Mr. Hess also gives an overview of the ED Hiring timeline. Mr. Jahn shares that the committee should be established by the first week in April. The board will turn over the staff participants to the admin team to determine.	

<b>Agenda Item:</b> Committee Update – Board Development Training	
<b>Discussion:</b> Mr. Jahn shares the board development training packet: session 5 – transition to self-managed school. Goal is to get all board members on the same page in the LS transition. Asking board members to become familiar with the names of key players. Mr. Jahn reviews the document outlining questions from the leadership team and	

responses from LS.

<b>Agenda Item:</b> Legislative Bills	
<b>Discussion:</b> Mr. Jahn shares a document sent to board members with legislative bills that would affect ORVA. Mr. Hess gives an overview of some of the possible changes in legislation and what that means for ORVA. Mr. Herndon shares the ORVA board input in Richard Donovan's article in OSBA's newsletter and how he has changed his mind in regard to virtual charter schools.	

<b>Agenda Item:</b> LS Contract Update	
<b>Discussion:</b> Ms. Shiebler shares that a new version of the contract was sent over late this afternoon. Ms. Kozlov shares that they are available for any questions as needed.	

<b>Agenda Item:</b> Adoption Resolution or LS Agreement	
<b>Discussion:</b> Mr. Herndon shares that this item will be tabled for a later date.	
<b>Action:</b> No action was taken.	

Meeting adjourned at 8:16 PM