

**Oregon Virtual Academy
Board Meeting Minutes**

Date: 4/27/2021
Note Taker: Trisha Wick

Participants:

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

Roberts & Steven Isaacs

ORVA Academic Team Members: Melissa Hausmann, Megan Caldwell

K12 Regional Team:

[Meeting Recording](#)

Call to order at 6:31 pm

Agenda Item: Approval of Agenda	
Discussion: Add RFP for Hardware and Software approval	

Agenda Item: Communications from the Public	
Discussion: Laura Riessen with ORVA's Special Programs shared summary of ORVA's Teacher Salary 20-21 SY in comparison with ORCA & OR School Board Association salary survey. Mr. Herndon has requested that the information Mrs. Riessen provided along with her links she used to compile the summary to be sent to him for review.	

Agenda Item: Patrick Shen with Briggs Insurance Presents	
Discussion: Shannon is the key account manager she will be the contact for our HR Manager. Briggs Insurance is a Broker that shops for insurance with different carrier for ORVA. They assist with Enrollment for smooth transition going into 4 th qtr. Mr. Shen explains there will be an online system for enrollment as well as choosing your own benefits. Aug or Sept is when we will be notified if there is any increases for renewal. Takes about two weeks to receive benefit cards.	

Agenda Item: 9+3 Financials Presentation	
Discussion: Paco Burke presents an overview of the financial packet. See the full presentation here . Mr. Herndon recommends that we approve the payment to Stride in the consent agenda.	

Agenda Item: 2021-2022 Draft Budget Report	
Discussion: Mr. Herndon presents 21-22 Budget Scenarios. Updated staff salary table would potentially increase 6.49%. Enrollment will determine the budget as well as the salary	

schedule. Adjustments will need to be made further down the road for employee's that reach the top of the salary schedule.
Mr. Jahn explains after 12 years most schools flat line their salary schedule but ORVA would like to come up with some type of incentive beyond that. Based on what happens with legislator and funds as well as the enrollment needs to get to 2500 students preferable. A Q&A will be sent out to staff 4/28.

Agenda Item: Ed Interview Update	
Discussion: Robert Hess presents that we are right on track with planning. Screening interview team was identified by staff and board member. Candidates will be interviewed via zoom on 5/4 in the evening. The interviews will be closed to the public. The finalist on 5/10 finalist will be able to present at the work session. Final interview will be 5/15 with the board. Announcement of our ED will come soon after that.	

Agenda Item: Letter of Intent	
Discussion: Mr. Jahn explains The Board in the process to send a letter of intent to Kevin with North Bend that RFP ORVA's intent to renew its Charter.	

Agenda Item: RFP Overview	
Discussion: Mr. Jahn explains that we have bid out through the state for all our computers and software. Purchasing high end Dell I7 for all staff as early as end of May or early June. It is encouraged that staff continue to ask questions regarding becoming an independent school Mr. Herndon says the upgraded computers are very high tech and staff will be able to get additional support through software. Next year students will be offered the same opportunity if the number remains the same. The same vendor is very experienced with migrating programs and data from current computers.	

Agenda Item: Board Calendar Update	
Discussion: Mrs. Hausmann informs The Board HSS Task Grant pushed out until June. Gallagher Insurance will have renewal end of May. Ms. Sandall reached out to see why we were not receiving OSBA updates and apparently one needs to subscribe to be a member in order to receive updates. Mr. Herndon explains due to covid our policy book was pushed back and Ms. Sandall will be following up. Budget Committee was taken on by Mr. Herndon but the new ED will give us a better prospective.	

Agenda Item: ED Report	
Discussion: Mrs. Hausmann gives an overview of the Executive Director report. See full report here .	

Agenda Item: Consent Agenda Items	
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Discussion: 3/9-4/21 Meeting Minutes, 10_2 Financials & K12 Invoice Payments	
Action: Franklin Roberts moves that the ORVA Board approve the Agenda Items. Mr. Tannahill seconded the motion. All were in favor with none opposed. The motion passes.	
Agenda Item: Action Items	
Discussion: Notice to NB to renew Charter Agreement	
Action: Mr. Herndon moves that the ORVA Board to send the letter drafter by our legal to the NB School District for 10 years starting Feb 2022. Mr. Isaacs seconded the motion. Mr. Herndon wants to make sure the notice it an intent to renew. All were in favor with none opposed. The motion passes.	
Agenda Item: Action Items	
Discussion: Approve Signature for Website Development. Mrs. Stiles wanted to know who was involved with the Website development. Mr. Jahn explains the lead is Andrew Stimson and will have associates working with him. Mr. Herndon explains those associates are Katherine Liljegren is our content strategy consultant & Tracy Caretto is our web design with layout & Spencer McClenan will do online advertising. Total website is about \$50,000 in contracts. We still need a writer that will be an additional \$10,000. Mrs. Hausmann has had a chance to work with the web development as far as design, color scheme, visuals, layouts and different options. Still work more work to do but something the school will be proud of.	
Action: Mr Herndond moves that the ORVA Board approve the website development contracts to move forward with the web development. Mr. Tannahill seconded the motion. All were in favor with none opposed. The motion passes.	

Meeting Adjourned at 8:18 pm