

**Oregon Virtual Academy
Board Meeting Minutes**

Date: 6-16-20
Note Taker: Megan Caldwell

Participants:

Voting Board Member: Myk Herndon, Barry Jahn, Bryan Hatzenbihler, Tim Geoghegan, Franklin Roberts,
ORVA Academic Team Members: Nicholas Sutherland
K12 Regional Team:

Call to Order: 6:30 PM

[Meeting Recording](#)
[Meeting Chat](#)

Agenda Item: Public Comments	
Discussion: Ms. Riessen addressed the board regarding her concerns with the upcoming vote to change teacher contracts to extend working days. Ms. Dorn addressed the board regarding her concerns around the potential changes to teacher contracts and asks that teachers are compensated for additional time worked. Ms. Smithey addressed the board regarding the previous staff statements to express understanding and agreement and to offer more information during the discussion later in the meeting. Ms. Roensch addressed the board regarding the upcoming potential changes to the teacher contract.	

Agenda Item: Insurance Renewal	
Discussion: Ms. Hausmann gives an overview of the school insurance renewal and introduces Brandon Cole with AJG to go over the details for the proposed renewal. See full insurance renewal proposal here . Mr. Cole shares that this renewal in liability insurance rather than health/workers comp insurance and gives details regarding the cost proposal and bits from vendors.	

Agenda Item: Academic Updates	
Discussion: Ms. DeWolfe shared about ORVA 2020 graduation ceremony with ON24. Ms. Hausmann shared about Elementary data updates. Ms. Smithey Shared about SPED updates. Ms. Hausmann gives an overview of the 2020-21 registration updates. See full data report here .	

Agenda Item: Staffing update for 20-21	
Discussion: Ms. Hausmann shares that there is an updated staffing list in the board packet for the board to review. This list will include the staff who will be offered a contract and who will not be returning. This is an action item later in the meeting. We are working on early hire recommendations and early posting listings. Asking for approval on currently list of staff who we would like to offer contracts to.	

Agenda Item: Virtual School Project	
Discussion: Ms. Hausmann shares a snapshot of the virtual school's project that the focus group has created. This is anticipated to be completed 6/19/20.	

Agenda Item: Staff Handbook clarification of time off to be added	
Discussion: Ms. Hausmann shares this is action item D later in the meeting and was also presented during the work session earlier this month. Proposed adding report date, end date, vacation days off, 12-month employees expected during July/august. Full anticipated handbook review anticipated in July. Ms. Hausmann shares that these are changes that need approved now because they affect contracts that need to be issued later this week. Mr. Herndon asks if we approve the language tonight, will this be set in stone for the entire year? Or is it possible to change the language again later on. Ms. Hausmann comments that her understanding is that the handbook is a fluid document, but would caution changes later on as these thing affect the school calendar, and we want to let our staff know what they are getting into when they sign their contracts. Mr. Herndon shares that he feels he would like to understand better the concerns of the SPED staff before deciding on this tonight. Would like to pass with the understanding that we can step back and talk about it and get a better understanding then pass something in early July. Mr. Geoghegan shares his disagreement with Mr. Herndon's proposal as he feels the staff trust may not be there. Ms. Hausmann points out the in the current contracts and historically contracts state teachers get the month of July off. This proposal is lengthening their summer breaks. If the board feels they need more time to process this decision, then we should hold off on issuing contracts to SPED teachers. Mr. Jahn asks if its possible to outline the motion to hold off on the SPED portion and then come back in a week or 2 to approve the language for SPED. Ms. Hausmann clarifies that this is a change in expectation and will not change their current contract but rather the next contract they choose to sign. Ms. Smithey shares there have been conversations about what could be done during the additional week for SPED staff which included preparing student IEPs, intakes, documents, schedules. The issue is that we would need student and school schedules and would need access to related service providers. Would need access to student records. Ms. Smithey expresses that there is a misstep in using the change management model where this could have helped here. Mr. Geoghegan shares that he cannot support the motion without a clear plan on how the additional week will be used. Mr. Herndon shares that he has been reading the issues in the chat box. See the chat dialog here . He suggests allowing additional input later in the agenda when it comes time for to vote.	

Agenda Item: Virtual Summer Board Conference	
Discussion: Mr. Jahn shares the virtual summer board conference is 7-11-2020 and recommends that board members click the link and sign up if they are interested.	

Agenda Item: Financial Report	
Discussion: Mr. Chun-Hoon gives an overview of the financial report through May 2020 and school funding. See full report here . Mr. Chun- Hoon gives an overview of the 20-21 budget. See full presentation here .	

Agenda Item: Board Member Resignation	
Discussion: Mr. Jahn shares that Ms. Doland has resigned for the ORVA Board of Directors. See resignation here . Mr. Jahn also shares there are 2 candidate resumes (Trow/Sandall) for the board to review in the board packet to consider for a vote at the next board meeting.	

Agenda Item: Consent Agenda	
Discussion: Mr. Geoghegan moves to approve the consent agenda Mr. Roberts seconded the motion. All were in favor with none opposed.	

Agenda Item: FY 20-21 Salary Schedule	
Discussion: Mr. Herndon shares that this schedule is currently in the contracts to go out. We are creating a schedule in the dark because we don't know how much money we have to budget. What we are proposing is essentially is a pay freeze. Tomorrow we will be discussing with staff the changes we want to make mid-year when we know more about the budget. Mr. Herndon clarifies that everyone will still get their step/year of credit. Mr. Chun-Hoon clarifies that we can work with Insperity on changing employee pay in the middle of the year to give more pay retroactively once more money comes in.	
Action: Mr. Herndon moves to approve the FY 20-21 Salary Schedule/pay freeze. Mr. Hatzenbihler seconded the motion. All were in favor with none opposed. The motion passes.	

Agenda Item: FY 20-21 Budget	
Discussion: Mr. Herndon suggests tabling the motion and picking it up in a special session once we have heard back from NBSD. Suggested June 29 th special session to address.	
Action Mr. Herndon moves to table the budget approval to the June 29 th special session. Mr. Geoghegan seconds the motion. All were in favor with none opposed. The motion was tabled.	

Agenda Item: Staffing Recommendations for School Year 20/21	
Discussion:	
Action: Mr. Herndon moves to approve the proposed staffing recommendations as presented. Mr. Roberts seconded the motion. All were in favor with none opposed. The motion passes.	

Agenda Item: School Insurance Renewal	
Discussion: Mr. Herndon shares that a request was sent out to another vendor for a quote and would like to see what they have to say before the board decides. Ms. Hausmann reiterates that the insurance needs to approve and sent in by June 30 th . If we miss the deadline, we risk our insurance lapse.	
Action: Mr. Herndon moves to table the Insurance renewal to the June 29 th special session. Mr. Hatzenbihler seconded the motion. All were favor with none opposed. The motion passes.	

Agenda Item: Staff Handbook Clarification of Time off to be added	
Discussion: Mr. Roberts asks for clarification on the number of days in comparison to the current contract opposed to the proposed. Ms. Hausmann shares that in the current contract the language states that teachers will work through the end of June and return the start of august and will have the month of July off. This has ebbed and flowed throughout the year. The New contract language states that SPED teachers will come back 15 days prior to the first day of school (August 15 th) and their last working day will be 5 days after the last week of school (June 18 th). Essential changing their contractual language from 4 weeks to 7 weeks. Ms. Hausmann shares that in the past the language has been very grey, and now the language is being outlined in black and white. Mr. Herndon proposed a contract extension for a month based on what they already must have more time on this. Ms. Hausmann suggests pulling the SPED language out of the motion and move forward with the rest of the language. Ms. Stiles shares that the SST team was told earlier in the year they would remain receiving summers off. Then about 2 weeks ago the message was flipped, and the expectation changed to the SST team working the month of July. This is affected multiple staff members and we are in danger of losing them. The core of the issue is the change in expectation that was communicated late in the year. Ms. Hausmann shares that the SST contracts have always been 12-month employees and we are simply just cleaning up the language and enforcing the expectation currently. Mr. Herndon proposes to issue contracts just like last year, including SST. And form a committee to discuss and make sure this is applied better for next year. Mr. Geoghegan proposes a motion to leave the contracts as is and work with administrators to implement this language for next year. Ms. Stiles shares that a pain point is that the contract and handbook language are unclear. Ms. Stiles shares that we do not onboard students over the summer because they are not ready to engage. However, there will be more students working over the summer due to COVID.	

Ms. Hausmann clarifies that the board wishes to issue contracts without any of the proposed changes, allow SST to take July off, and to work through a change management system throughout SY 20-21 to implement these changes.

Mr. Jahn suggests setting up a task force early in the year to work through these changes and implement by January, so all staff have time to plan and prepare.

Action:

Mr. Herndon moves to continue with the current the handbook without proposed changes, direct administration to conduct business based on common expectations/historically done, and a change management task force be implemented at the earliest point possible in the school (to start in November/late October and complete by March). Mr. Roberts seconds the motion. All were in favor with none opposed. The motion passes.

Meeting Adjourned @ 10:26 PM