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**OREGON VIRTUAL ACADEMY**

**NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS**

**JUNE 18, 2019 @ 6:30 p.m.**

Oregon Virtual Academy Board Members are hereby notified that a Regular Meeting of the Board will be held at 400 Virginia Ave Suite 210, North Bend, Oregon and via teleconference 1-720-707-2699 Ext. 526309737# and via Zoom at <https://zoom.us/j/526309737>

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The Public has been invited to the Board Meeting with notices posted at the following locations:

1. Oregon Virtual Academy  
Administration Office  
400 Virginia Ave Suite 210  
North Bend, OR 97459
  2. North Bend School District  
Administration Office  
1913 Meade St  
North Bend, OR 97459
  3. FlashAlert Newswire
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**AGENDA  
REGULAR MEETING AGENDA**

**BOARD OF DIRECTORS  
OREGON VIRTUAL ACADEMY**

**Tuesday, June 18<sup>th</sup>, 2019  
6:30 p.m.**  
ORVA Office  
400 Virginia Ave Suite 210  
North Bend, OR 97459

**INSTRUCTIONS FOR PRESENTATIONS TO  
THE BOARD BY PARENTS AND CITIZENS**

The Oregon Virtual Academy welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided.

1. Agendas are available to all audience members at the door to the meeting or by requesting the agenda from School Officials (541-751-8060).
2. The "Public Comment" portion is set aside for members of the audience to raise issues that are not specifically on the agenda. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. When addressing the Board, speakers are requested to stand, to state their name and address, and to adhere to the time limits set forth.
4. Citizens may request that a topic related to school business be placed on a future agenda by submitting a written request at least seventy-two (72) hours in advance of any regular meeting. Once such an item is properly placed on the agenda, the Board can respond, interact, and act upon the item.

**I. PRELIMINARY**

**A. CALL TO ORDER**

Meeting was called to order by the Board Chair at \_\_\_\_ P.M.

**B. Roll Call**

| <b>Member</b>          | <b>Title</b>  | <b>Term</b> | <b>Present</b> | <b>Absent</b> | <b>In</b> | <b>Out</b> |
|------------------------|---------------|-------------|----------------|---------------|-----------|------------|
| Mr. Paul Tannahill     | Member        | 2015-2018   |                |               |           |            |
| Mr. Michael Herndon    | Treasurer     | 2015-2018   |                |               |           |            |
| Vacant                 | Member        | 2016-2019   |                |               |           |            |
| Mr. Steven Isaacs      | Member        | 2016-2019   |                |               |           |            |
| Mr. Brian Bray         | Chairman      | 2016-2019   |                |               |           |            |
| Mr. Barry Jahn         | Vice Chairman | 2017-2020   |                |               |           |            |
| Mr. Bryan Hatzenbihler | Member        | 2017-2020   |                |               |           |            |

**II. COMMUNICATIONS**

**A. PUBLIC COMMENTS:**

No individual comment shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Board members may respond to comments however no action can be taken. The Board may give direction to staff following comment.

**B. BOARD/STAFF DISCUSSION**

1. School Informational Reports
  - a. School Metrics/Historical Reports: [ORVA Metrics](#)—Steve Werlein, HOS
  - b. School Leadership Report: Steve Werlein, HOS/ORVA Administration and staff.
  
2. Board of Directors Discussion:
  - a. Project Tracking Updates – B. Jahn, Board Vice-Chair
  - b. Committee Updates
    - i) Finance Committee – M. Herndon, Board Treasurer
    - ii) The ORVA Town Hall – B. Jahn, Board Vice-Chair/S. Werlein, HOS
    - iii) Professional Services Committee – B. Bray, Board Chair
    - iv) Policy Committee – M. Herndon, Board Treasurer
  
3. Finance Reports:
  - a. Review of Financial Packet (through May 2019) - M. Herndon, Board Treasurer and C. Chun-Hoon, Finance Director (to follow)
  - b. Credit Card Charges (through May 2019) - M. Caldwell, Office Manager

**III. CONSENT AGENDA ITEMS**

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Head of School recommends approval of all consent agenda items.

**A. ITEMS FOR APPROVAL**

1. Previous Meeting Minutes
  - a. May 21<sup>st</sup>, 2019
2. Separations
  - a. Mark Benedict, Secondary Teacher
  - b. Amanda Nesbitt, Family Support Liaison
  - c. Lisa Trottier, Secondary Teacher
  - d. Lisa Lanza, Retention Specialist
  - e. Jamie Daily, School Psychologist
3. K12 National Club Sponsorship Renewal: J. Stiles. (Sponsorship of 7-8 Art Club and 9-12 Art Club)

**IV. ACTION ITEMS**

**A. IV-BDRPT-01\_6-18-19**

Discussion and possible action on Executive Director Evaluation Packet

| <b>Member</b>          | <b>Motion</b> | <b>Aye</b>     | <b>No</b>         | <b>Abstain</b> | <b>Absent</b> |
|------------------------|---------------|----------------|-------------------|----------------|---------------|
| Mr. Paul Tannahill     |               |                |                   |                |               |
| Mr. Michael Herndon    |               |                |                   |                |               |
| Vacant                 |               |                |                   |                |               |
| Mr. Steven Isaacs      |               |                |                   |                |               |
| Mr. Brian Bray         |               |                |                   |                |               |
| Mr. Barry Jahn         |               |                |                   |                |               |
| Mr. Bryan Hatzenbihler |               |                |                   |                |               |
| Motion                 | Carried ()    | Not Carried () | Vote, (A) (N)(Ab) | Tabled ()      |               |

**B. IV-BDRPT-02\_6-18-19**

Discussion and action on approval of SY 19-20 Staff and Student Handbooks.

Items available at the following link: [19-20 Handbooks](#)

| <b>Member</b>          | <b>Motion</b> | <b>Aye</b>     | <b>No</b>         | <b>Abstain</b> | <b>Absent</b> |
|------------------------|---------------|----------------|-------------------|----------------|---------------|
| Mr. Paul Tannahill     |               |                |                   |                |               |
| Mr. Michael Herndon    |               |                |                   |                |               |
| Vacant                 |               |                |                   |                |               |
| Mr. Steven Isaacs      |               |                |                   |                |               |
| Mr. Brian Bray         |               |                |                   |                |               |
| Mr. Barry Jahn         |               |                |                   |                |               |
| Mr. Bryan Hatzenbihler |               |                |                   |                |               |
| Motion                 | Carried ()    | Not Carried () | Vote, (A) (N)(Ab) | Tabled ()      |               |

**C. IV-BDRPT-03\_6-18-19**

Discussion and possible action on proposed payment to K12.

| <b>Member</b>          | <b>Motion</b> | <b>Aye</b>     | <b>No</b>         | <b>Abstain</b> | <b>Absent</b> |
|------------------------|---------------|----------------|-------------------|----------------|---------------|
| Mr. Paul Tannahill     |               |                |                   |                |               |
| Mr. Michael Herndon    |               |                |                   |                |               |
| Vacant                 |               |                |                   |                |               |
| Mr. Steven Isaacs      |               |                |                   |                |               |
| Mr. Brian Bray         |               |                |                   |                |               |
| Mr. Barry Jahn         |               |                |                   |                |               |
| Mr. Bryan Hatzenbihler |               |                |                   |                |               |
| Motion                 | Carried ()    | Not Carried () | Vote, (A) (N)(Ab) | Tabled ()      |               |

**D. IV-BDRPT-04\_6-18-19**

Discussion and possible action on proposed health insurance options.

| <b>Member</b>          | <b>Motion</b> | <b>Aye</b>     | <b>No</b>         | <b>Abstain</b> | <b>Absent</b> |
|------------------------|---------------|----------------|-------------------|----------------|---------------|
| Mr. Paul Tannahill     |               |                |                   |                |               |
| Mr. Michael Herndon    |               |                |                   |                |               |
| Vacant                 |               |                |                   |                |               |
| Mr. Steven Isaacs      |               |                |                   |                |               |
| Mr. Brian Bray         |               |                |                   |                |               |
| Mr. Barry Jahn         |               |                |                   |                |               |
| Mr. Bryan Hatzenbihler |               |                |                   |                |               |
| Motion                 | Carried ()    | Not Carried () | Vote, (A) (N)(Ab) | Tabled ()      |               |

**E. IV-BDRPT-05\_6-18-19**

Discussion and possible action on 2019/2020 Salary Schedule.

| <b>Member</b>          | <b>Motion</b> | <b>Aye</b>     | <b>No</b>         | <b>Abstain</b> | <b>Absent</b> |
|------------------------|---------------|----------------|-------------------|----------------|---------------|
| Mr. Paul Tannahill     |               |                |                   |                |               |
| Mr. Michael Herndon    |               |                |                   |                |               |
| Vacant                 |               |                |                   |                |               |
| Mr. Steven Isaacs      |               |                |                   |                |               |
| Mr. Brian Bray         |               |                |                   |                |               |
| Mr. Barry Jahn         |               |                |                   |                |               |
| Mr. Bryan Hatzenbihler |               |                |                   |                |               |
| Motion                 | Carried ()    | Not Carried () | Vote, (A) (N)(Ab) | Tabled ()      |               |

**F. IV-BDRPT-06\_6-18-19**

Discussion and possible action on 2019/2020 Budget.

| <b>Member</b>          | <b>Motion</b> | <b>Aye</b>     | <b>No</b>         | <b>Abstain</b> | <b>Absent</b> |
|------------------------|---------------|----------------|-------------------|----------------|---------------|
| Mr. Paul Tannahill     |               |                |                   |                |               |
| Mr. Michael Herndon    |               |                |                   |                |               |
| Vacant                 |               |                |                   |                |               |
| Mr. Steven Isaacs      |               |                |                   |                |               |
| Mr. Brian Bray         |               |                |                   |                |               |
| Mr. Barry Jahn         |               |                |                   |                |               |
| Mr. Bryan Hatzenbihler |               |                |                   |                |               |
| Motion                 | Carried ()    | Not Carried () | Vote, (A) (N)(Ab) | Tabled ()      |               |

**G. IV-BDRPT-07\_6-18-19**

Discussion and possible action on OSBA Board Policy Updates.

| <b>Member</b>          | <b>Motion</b> | <b>Aye</b>     | <b>No</b>         | <b>Abstain</b> | <b>Absent</b> |
|------------------------|---------------|----------------|-------------------|----------------|---------------|
| Mr. Paul Tannahill     |               |                |                   |                |               |
| Mr. Michael Herndon    |               |                |                   |                |               |
| Vacant                 |               |                |                   |                |               |
| Mr. Steven Isaacs      |               |                |                   |                |               |
| Mr. Brian Bray         |               |                |                   |                |               |
| Mr. Barry Jahn         |               |                |                   |                |               |
| Mr. Bryan Hatzenbihler |               |                |                   |                |               |
| Motion                 | Carried ()    | Not Carried () | Vote, (A) (N)(Ab) | Tabled ()      |               |

**V. ADJOURNMENT**

The meeting was adjourned at \_\_\_\_\_ P.M.

This Notice has been issued at the direction of the Board Chair, calling a regular meeting of the Board of Directors.

Date Posted: Friday June 14<sup>th</sup>, 2019