

**Oregon Virtual Academy
Regular Board Meeting Minutes**

Date: 1-25-22
Note Taker: Nicolle Hansen

Participants:

Voting Board Member: Barry Jahn, Myk Herndon, Paul Tannahill, Franklin Roberts, Megan Trow, MJ Sandall & Steven Isaacs

ORVA Academic Team Members: Jamie Stiles, Stephanie Martin, Ashley Smithey, Mindy Kramer, Leanne Moll, Caitlin Klenz, Kerry Foley & Elyse Hansen

K12 Regional Team:

[Meeting Recording](#)

Call to Order at 6:34 PM

Agenda Item: Approval of Agenda	
Discussion: Barry explains which topics will be gone through on the agenda, beginning with the board/staff discussions, then a presentation will be shared by the elementary team. The remaining items on the agenda will be communicated through email or will be added to the February 8 work session.	

Agenda Item: Public Comments	
Discussion: There are no public comments during work sessions.	

Agenda Item: Spitzer Tech Update (David Spitzer)	
Discussion: David Spitzer shares that the request for increased hours to complete the SharePoint project was approved and is going well. Spitzer Tech is currently in process of doing their audit. David was at the ORVA office on January 22 nd & 23 rd to move all equipment to the new office space and make sure everything was in place and working properly. David and Stephanie Martin talked about video surveillance at the NB office. Pending Board approval and Tom Kyle's approval, Spitzer Tech would like to donate 2-4 surveillance cameras to the ORVA office, this also includes time, materials, installation, and travel. Spitzer Tech has metrics reports available for admin and staff who have utilized Spitzer for tech support. Barry asks David if he can provide certain types of metrics that would be beneficial so the board can add these to the work sessions to be further discussed. David will put together an analytics document and share that with the board.	

Agenda Item: Audit Report (Conor Delaney)	
Discussion: Conor shares Independent Auditor's Report and an overview about the audit: purpose of the audit, processes and requirements, audit results and significant findings.	

He confirms this audit was for this last year of being a self-managed school. There were no discrepancies or significant deficiencies, and everything looked clean.
 Conor recommends for ORVA to go through financials and clear any unclaimed liabilities that are sitting out there.
 Hallie and Conor plan to begin the preliminary audit for next school year by May 6th.

Agenda Item: Finance & Budget Report (Myk and Hallie)	
Discussion: Hallie discusses December Financials report; she explains the internal income audit that was done to reforecast ORVA's budget. Anomalies were found with North Bend deposits for October, November, and December. A meeting was held with North Bend School District to discuss discrepancies and confirm the ADMw (Average Daily Membership Weighted rate) rate ORVA uses to calculate the school funding.	

Agenda Item: Discuss Board Policies	
Discussion: Myk talks about the edited policies: GBLA – Oregon Revised Statute (ORS) 659 & 659A. GBN/JBA – this policy is in both the staff manual and the student manual. GBNA/JHFF – this version is for a virtual public charter school. MJ asks Myk if this policy states that background checks are required. Myk confirms the separate policy: GCDA/GDDA Criminal Records Checks & Fingerprinting. MJ mentions that some boards are requiring their members to have background checks and suggests ORVA board to possibly consider following suit to model a higher standard by voluntarily saying that our board has completed background checks. MJ concludes her thought by giving examples as to who should be required to do background checks and why. Rob Hess with Eugene SD (4J) states that their district's standard practice requires background checks for all employees and volunteers, but that it does not include board members – if an individual is going to visit a school and be around students, they must have a background check. Barry agrees with MJ that we want to set the highest standards possible to ensure the policies that are put in place are not only for right now but also for the future.	

Agenda Item: Board Calendar Committee Report	
Discussion: Megan, Steve, and Paul discuss the Board Calendar . Megan states that in looking at the calendar, everything looks good but is always open to change based on what is going on. Steve agrees, says the calendar is constantly evolving and changing so nothing seems to be concrete and definite. Paul says the calendar looks good to him as well, reiterates why the calendar exists in its entirety, so it's easy to add or change something at a moment's notice. Barry talks about changes made to the calendar: ED Evaluation Process was moved to March but will be followed up on in February; OSBA recommending starting forecasting for the 22-23 SY during March 2022.	

Agenda Item: AFT/OEU update	
Discussion: Franklin talks about meeting regularly, proposals are being exchanged back and forth; one item has been approved by both sides.	

Agenda Item: Executive Director Topic – Department/Staff Spotlight (Elementary Team)	
Discussion: Leanne Moll, Tiffany Klugh, Sabra Quimby, Mitch Fessler, Sarah Manos, and Rane Solmonsson gives a PowerPoint presentation . Rane explains TAG program, observations, & assessments. Tiffany shares school wide goal of ensuring all students move up one tier no matter where they are at (below level or proficient/advanced) and shows what her classroom looks like with outlines of an agenda, what her group is about, and roles & expectations. Katy Pointer discusses her role at ORVA and her goal of working with teachers and instruction while providing tools for success and is doing professional development with the elementary team every month. Mitch talks about students wanting communication and collaborative learning, preparing students for the future, providing students with real human experiences (in person or virtual), Tiffany/Rane/Katy/Leanne strive to bring everyone together and encourage innovation to fulfill the needs of ORVA students.	

Agenda Item: Consent Agenda Items	
Discussion: Previous month meeting minutes, pending invoices, staffing updates, approve audit report.	
Action: Myk makes a motion to pass all the consent agenda items, Franklin seconds. All are in favor with none opposed. Motion passes.	

Agenda Item: Board Policy Updates – Edited Policy 3	
Discussion: The policy decisions are to re-establish compliance and have no bearing on bargaining.	
Action: MJ makes a motion to adopt Edited Policy 3, Megan seconds. All in favor, none opposed. The policies are approved, motion passed.	

Meeting Adjourned at 9:06 PM