



Insight School of Oregon Painted Hills School Annual Meeting Agenda

August 27, 2020

[Blackboard Location of Board Meetings](#)

I. PRELIMINARY

The meeting was called to order by Harold “Skip” Adams at 11:35 AM

Board Members Present: Laura Griffin, Harold “Skip” Adams

Board Member(s) Absent: Chet Edwards

Quorum Established: Yes

ISORPH Staff Members Present: Yancey Fall, Carrie Quinn, Dianne Hendrix. Sonimar Villegas

Visitors: Sheila Shiebler, Julia Koslov, Craig Chun-Hoon

Agenda Additions/Deletions:

No additions/deletions.

II. COMMUNICATIONS

A. Public Comments

None presented

ITEMS SCHEDULED FOR INFORMATION

B. School Board Chair Report – Harold “Skip” Adams

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C. Head of School Report – Sonimar Villegas

School Start on Monday. We are seeing a higher enrollment this year. As of now we have 950 students enrolled in our school and 600 waiting to get in. 50-60 students are wait listed at this time.

Staffing update was shared out. New staff, change in positions for existing staff and we also have new positions we are posting for.

Job description for Records and Systems Information Specialist was shared out. This is an exciting new position for our school. This will support input of data and support the records manager.

SY 20-21 Employee Agreements were shared out. Minimal updates; referring to the handbook for details of leave types, or referring to state, federal mandates. Employees need to notify the school they have moved.

SY 20-21 Employee Handbook updates in regard to leave processes when a staff member needs to be gone for three or more dates. Details of the “I understand” agreements.

SY 20-21 Parent/Student Handbooks. Minor changes; late work acceptance, student centered, reflecting our mission/vision, updates due to our Title 9 policy and grievance process.

We were given the opportunity to take advantage of an extension for the Measure 98 Success Grant. This will give us until the end of September to utilize our funds.

OSBA School policy re-write and web hosting. We have updated the MOU with Mitchell/OSBA and submitted to OSBA. This will allow us to move forward to have the re-write and also to have the Policy Plus service. This will allow OSBA to draft changes and assist with keeping our manual updated. Costs for these services were shared.

Updates to School Board Policy that are required were shared out with the Board, specifically Title IX policies. We support this policy with our Safe Schools Training for all staff. We are reviewing our records retention policy currently and if changes are needed, this will be presented at the next Board meeting.

Ode Operational Blueprint for reopening of school details were shared out. This has been submitted to ODE and is posted on our school websites. This is a living document and does not need Board approval. The most up to date plan will always be on our school websites.

D. Finance – Craig Chun-Hoon

We have started our new fiscal year. Forecast vs actual data was shared. We have a much higher enrollment then forecast.

Restricted funds. We had some carryover from last year. Measure 98 Grant has been approved again for this year; the grant allocation has not been determined yet. Chronic Absenteeism grant will not be available this year.

Consent Agenda Items

School Board minutes 7/16/2020, approval of ISORPH July disbursements, and bank reconciliation.

It is recommended that the Board approve consent agenda items as presented.

Motion: Laura Griffin

Second: Harold Adams

Vote: All approved. Harold Adams and Laura Griffin (2-0)

III. ITEMS SCHEDULED FOR ACTION

- July 15 – August 15, 2020 Staffing Update

It is recommended that the Board approve the July 15 – August 15, 2020 Staffing Update

Motion: Laura Griffin

Second: Harold Adams

Vote: All approved. Harold Adams and Laura Griffin (2-0)

- Records and Systems Information Specialist Job Description

- It is recommended that the Board approve the Records and Systems Information Specialist Job Description

Motion: Laura Griffin

Second: Harold Adams

Vote: All approved. Harold Adams and Laura Griffin (2-0)

- SY 20-21 Employee Agreements

It is recommended that the Board approve the SY 20-21 Employee Agreements.

Motion: Laura Griffin

Second: Harold Adams

Vote: All approved. Harold Adams and Laura Griffin (2-0)

- SY 20-21 Employee Handbook

- It is recommended that the Board approve the SY 20-21 Employee Handbook.

Motion: Laura Griffin

Second: Harold Adams

Vote: All approved. Harold Adams and Laura Griffin (2-0)

- SY 20-21 Parent Student Handbook

It is recommended that the Board approve the SY 20-21 Parent Student Handbook.

Motion: Laura Griffin

Second: Harold Adams

Vote: All approved. Harold Adams and Laura Griffin (2-0)

- High School Success Grant Extension Request

- It is recommended that the Board approve the High School Success Grant Extension Request.

Motion: Laura Griffin

Second: Harold Adams

Vote: All approved. Harold Adams and Laura Griffin (2-0)

- OSBA School Policy re-write and web hosting

It is recommended that the Board approve the OSBA School Policy re-write and web hosting.

Motion: Laura Griffin

Second: Harold Adams

Vote: All approved. Harold Adams and Laura Griffin (2-0)

- Board Policy Updates

• It is recommended that the Board approve the Board Policy Updates as presented above.

Motion: Laura Griffin

Second: Harold Adams

Vote: All approved. Harold Adams and Laura Griffin (2-0)

- School starts on August 31st
- Next School Board meeting will be held on September 17, 2020, 11:30 AM]
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- Meeting was adjourned at 12:10 PM