



## **Insight School of Oregon Painted Hills School Special Board Meeting Minutes**

February 4, 2020

### **[Blackboard Location of Board Meetings](#)**

#### **I. PRELIMINARY**

The meeting was called to order by Chet Edwards at 4:04 PM

**Board Members Present:** Chet Edwards, Lori Beach, Harold “Skip” Adams

**Board Member(s) Absent:**

Quorum Established: Yes

**ISORPH Staff Members Present:** Tim Jalkanen, Yancey Fall, Carrie Quinn, Dianne Hendrix. Lorene Callahan

**Visitors:** Sheila Shiebler, Julia Koslov

#### **Agenda Additions/Deletions:**

No additions/deletions.
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#### **II. COMMUNICATIONS**

##### **A. Public Comments**

None presented

#### **ITEMS SCHEDULED FOR INFORMATION**

##### **B. Head of School Report – Tim Jalkanen**

Tim appreciated the School Board members for adjusting their schedule and attending this important meeting at such late notice.

Due to lower enrollment as compared to forecast, we are forced to make a reduction in staff mid-year. We are forced to reduce a classified staff member.

With the reduction of staff, we have realigned the Operations and Assessment Manager job description. The new job description is being presented for review and approval.

### **III. ITEMS SCHEDULED FOR ACTION**

- Reduction of force – 1.0 FTE Classified Staff

It is recommended that the Board approve the reduction of force – 1.0 FTE Classified Staff.

Motion: Lori Beach

Second: Harold Adams

Vote: All approved. Chet Edwards, Lori Beach and Harold Adams (3-0)

- Approve Revised Job Description - Operations and Assessment

It is recommended that the Board approve revised job description - Operations and Assessment Manager.

Motion: Lori Beach

Second: Harold Adams

Vote: All approved. Chet Edwards, Lori Beach and Harold Adams (3-0)

#### **Future Meetings/Important Dates**

- School Board Meeting Thursday, February 20 @4pm.

Meeting was adjourned at 4:10 PM