



**Insight School of Oregon Painted Hills School Minutes**

Topic: Online Oregon Schools Monthly School Board Meeting Start Time: November 17, 2022

Meeting Recording: Topic: Online Oregon Schools Monthly School Board Meeting

**I. PRELIMINARY**

The meeting was called to order by Harold “Skip” Adams at 11:47 AM

**Board Members Present:** Harold “Skip” Adams, Carleen Drago-Starr

**Board Member(s) Absent:** Chet Edwards

Quorum Established: Yes

**ISORPH Staff Members Present:** Melissa Hausmann, Yancey Fall, Dianne Hendrix

**Visitors:** Sarah Olivas

**Agenda Additions/Deletions:**

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

**A. Public Comments**

None presented

**ITEMS SCHEDULED FOR INFORMATION**

**B. Melissa Hausmann - Executive Director**

Melissa Hausman shared our Enrollment SY 22-23 update as of 11/14/22. We have enrolled in CVA (845), ORDCA (98), and ISOR-PH (235) returning students for a total of 1178.

We have 120 active applications not yet approved SY22-23. We have 39 students applying that are in 3% capped school districts. 81 Total students have applied and are not in a capped District. We are working to get as many of these applicants to move to fully enrolled as soon as possible. Based on interest being expressed in enrollment in our schools, we have opened up 4 additional co-horts, 3 through the end of the school year and one in January. High school enrollment is currently closed for all three schools.

2021 Tax documents were due to MSD by 11/15/22, due to some delays with the tax

consultants we use, we submitted a draft to MSD by that deadline, with the final signed document to be received to MSD by today November 17, 2022. The 2021 CT – 12 Form was sent to Mitchell as a soft copy, the final hard copy will be sent with a check as soon as the check is received. We do need one of the two board members to be able to sign the tax documents today.

We are also looking for approval for the 5 School Board policy updates that were presented last month. Upon approval, they will be sent to OSBA, they will then update to our web-hosted OSBA School Board policy.

Action items for this meeting:

2021 Tax Return Documents (Tax Form 990)

Form 990 due to MSD 11/55/22 (draft sent) – review and approve

2021 CT – 12 Form – review and approve, Melissa to send to Oregon Department of Justice.

OSBA School Board Policy Updates –

IGAC G1 (Religion in Schools)

IKF D1 (Graduation Requirements)

JEA G1 (Compulsory Attendance)

KBA D1 (Public Records Request)

KBA R G1 (Public Records Request Administrative Ruling)

Next School Board Meeting – December 15, 2022 @11:30 a.m.

## C. Finance – Sarah Olivas

Sarah presented the K12 Finance report

Overview and Key Assumptions

FY23 P&L Forecast vs. Budget

FY23 Restricted Funds

Balance Sheet

Cash Flow

### **Overview and Key Assumptions**

Enrollment is down 58 students as compared to budget. Revenue \$534K lower as compared to Budget due to decreased enrollment. Expenses decreased by (\$1.2M) (-9%) primarily due to volume related expenses, staffing updates, reducing Graduation Alliance expenses, and aligning student charges to FY 22 per pupil rates.

### **FY23 P&L Forecast. 4+8**

We have removed open positions and are not filling resigned positions. Decreased expenses for Graduation Alliance, align student curriculum, materials, and computers to FY22 per pupil rate and decrease volume related student expenses (curriculum, materials & computers). Volume related SPED charges.

Special Education funding is capped at 11% impacting revenue for these students. When expenses for Special Education are higher, we don't receive higher funding due to this cap.

Partial salary covered by restricted funds; decreased other volume related expenses (K12 Educational Services, oversight fee, payroll services); additional delayed hiring savings.

Volume related to K12 technology fee. Revenue was up around 15K.

Deficit improved by \$671K due to staffing updates, reducing Graduation Alliance expenses, volume related expenses, and aligning student fees to FY22.

K12 to balance budget by \$55K

### **FY23 Restricted Funds**

Measure 98 Grant (High School Graduation and College and Career Readiness) FY Grant  
allocation \$424,025  
Carry Over \$9,990  
FY 22 Available \$434,015  
Total FY spending to date (\$120,970)  
Balance \$313,045

ESSA (Every Student Succeeds Act)  
FY 22 Grant allocation \$43,038  
Carryover is \$14,498  
FY22 Available \$57,536  
Spent to date (\$24,789)  
Balance \$32,748

Summer Learning Grant  
FY22 Allocation \$215,000  
FY22 Available \$215,000  
Spent to date (\$172,482)  
Balance \$42,518

### **Balance Sheet**

Next month the balance sheet will look a lot better due to the deficit credits applied to the available balance. This will cause the total equity to increase. Cash is high right now due to double payments in July. Additionally, payments are higher due to higher forecasted enrollment. We are maintaining that cash balance with the intention of having to pay back some of these funds back or float the school through the remainder of the year. Ultimately we would like to decrease the enrollment projections with the state so the monthly payments would be offset by that. This will probably occur after the second quarter and that's when they will stop issuing payments to the school. Due to overpayment now, we will have enough cash balance to maintain expenses throughout the remainder of the year.

**Cash Flow**

Balance as of 10/31/22 is \$4,013,528.10, due to K12 FY23 at 9/30/22 \$1,947,511, proposed payment to K12 for August \$375,000.

\$911,666 will be due back to the state at the end of the year.

**Consent Agenda Items**

K12 Invoice payment, School Board Meeting Minutes\_20221020, October 2022 Disbursements and Bank Reconciliation, and November 2022 Personnel Report.

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

Motion: Carleen Drago  
Second: Harold “Skip” Adams  
Vote: All approved. Carleen Drago, Harold “Skip” Adams (2-0)

**III. ITEMS SCHEDULED FOR ACTION**

A. 2022-2023 updated Calendars

It is recommended that the ISORH Board approve the updated calendars for 2022-2023.

Motion: Carleen Drago  
Second: Harold “Skip” Adams  
Vote: All approved. Carleen Drago, Harold “Skip” Adams (2-0)

B. 2021 Tax Documents as presented

C.

It is recommended that the ISORH Board approve the 2021 Tax Documents as presented and designate who will sign on behalf of the Board in the Chairs absence.

Motion: Carleen Drago  
Second: Harold “Skip” Adams  
Vote: All approved. Carleen Drago, Harold “Skip” Adams (2-0)

A. Designee who will sign the 2021 Tax Documents on behalf of the Board in the Chairs absence.

It is recommended that the ISORH Board approve Carleen Drago as the designated signer for the 2021 tax documents for this year.

Motion: Carleen Drago  
Second: Harold “Skip” Adams  
Vote: All approved. Carleen Drago, Harold “Skip” Adams (2-0)

Meeting was adjourned at 12:08 PM

