



Insight School of Oregon Painted Hills School Minutes

Topic: Online Oregon Schools Monthly School Board Meeting: May 18, 2023

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I. PRELIMINARY

The meeting was called to order by Chet Edwards, 11:32 am.

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

Board Member(s) Absent:

Quorum Established: Yes

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

Visitors: Conrad Michka (K12 Finance Manager), Sheila Shiebler (K12 WR School Services), Rian Meadows (VP of School Business Operations at Stride), Kellen MacDonald (K12 VP K12 Finance Manager).

Agenda Additions/Deletions:

No additions/deletions.

II. COMMUNICATIONS

A. Public Comments

None presented.

ITEMS SCHEDULED FOR INFORMATION

B. Melissa Hausmann - Executive Director

Current student enrollment is 1,379 students as of 5/12/23. This is down -11 student’s month over month. Enrollment for SY22-23 is now closed for all grades.

Re-registration numbers for Returning, Not registering, Undecided and Unknown. Re-registration response for CVA is 91%, ORDCA is 91% and ISORPH is 91%, 91% total have responded. Students returning; CVA – 791, ORDCA - 50 and ISORPH 124, 965 overall. Not registering: CVA – 64, ORDCA – 4, and ISORPH – 11, 79 overall. Undecided: CVA – 75, ORDCA – 4, and ISORPH – 31, 110 overall. Unknown: CVA – 87, ORDCA – 6, and ISORPH – 16, 109 overall.

Next month we will be reviewing the Gallagher Insurance Renewal package. Gallagher will have our proposal and they will present it at the June Board meeting. Melissa has submitted all the necessary pre-work documents.

Action items for this meeting:

- None at this meeting

C. Finance – Conrad Michka

Conrad 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 up 104 students as compared to budget. Revenue \$746K higher as compared to budget due to increased enrollment. Expenses decreased by (\$379K) (-3%) primarily due to volume related expenses, staffing updates, reducing Graduation Alliance expenses.

FY23 P&L Budget vs. 10+2

We have removed open positions and are not filling resigned positions. Decreased expenses for Graduation Alliance. Volume related SPED charges. Partial salary covered by restricted funds; additional delayed hiring savings. Volume related technology fee

Improved deficit by \$1.1M

FY Prior Forecast vs.10+2

Decreased benefits based on YTD trend for Teachers. Volume-related expenses increased 1% due to an increase in student enrollment. Volume related services expenses for students and families' services. There were \$15K expenses related to K12 Admin and -\$15K expenses related to legal services based on YTD trend. Decreased telephone based on YTD trends.

We have improved our deficit by \$28K month over month.

FY23 Restricted Funds

Measure 98 Grant (High School Graduation and College and Career Readiness) FY Grant
allocation \$383,006
Carry Over \$17,708
FY 22 Available \$400,714
Total FY spending to date (\$323,758)
Balance \$76,956

ESSA (Every Student Succeeds Act)
FY 22 Grant allocation \$43,038
Carryover is \$18,503
FY22 Available \$61,541
Spent to date (\$61,541)
Balance \$0

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

There won't be any rollover funds for the Measure 98 and ESSA Partnership. Restricted funds need to be used by 6/30/23.

Balance Sheet

Conrad shared out the cash balance will be left alone and no proposed payment to K12 for April. This is due to the possibility of deferred revenue that might be owed to the school from ODE due to an increase in enrollment.

Cash Flow

Balance as of 4/30/23 is \$2,783,461, due to K12 FY23 at 4/30/23 \$2,705,792 proposed payment to K12 for April \$0.

Chet asked how we are doing, Sarah shared we are doing well and is excited to share the budget for next year. We are in a great position due to increased student enrollment.

Proposed budget for next year. Average enrollment project to be 1,308, an increase of 63, or 5% over FY23. Special Education assumes a flat rate of 16%.

Assumed rate of \$9,327 per ADMw, this is an increased rate. Total funding \$13M, State \$11.9M and Grants \$587K.

Expenses. Staffing is our highest expense. We are projecting 61 FTE in FY23. This also assumes a 3% salary merit increase.

Most expenses have been scaled to enrollment. Teacher/Administrative salaries Professional Development and travel decreased due to 3 less FTE. Student instruction has reduced due to moving our graduation alliance services in-house. Student and family service increased due to scaled enrollment and school events were flat.

The proposed budget is based on Instruction for Teaches and Students, Student Family Services, Administrative Governments, Technology, Insurance, and other.

Key assumptions of FY24 Budget; Revenue increased due to higher enrollment and per pupil increase, small decrease in FTE; increase in staffing merit increase 3% and nearly all non-

salary expenses items have been scaled to enrollment.

Consent Agenda Items

K12 Invoice payment, School Board Meeting Minutes_20230420, April 2023 Disbursements and Bank Reconciliation, and Current Personnel Report.

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

Motion: Harold “Skip” Adams

Second: Carleen Drago

Vote: All approved. Chet Edwards, Harold “Skip” Adams, Carleen Drago (3-0)

Important Dates:

- Next School Board Meeting: June 14, 2023 @ 11:30am
- Save the date: Graduation, Saturday, June 10, 2023 at George Fox University in Newberg, OR.
- Save the date: Stride Board Partner Summit Oct. 25-26, 2023.

Meeting was adjourned at 11:52 PM