



Insight School of Oregon Painted Hills School Minutes

Topic: Online Oregon Schools Monthly School Board Meeting

Start Time: June 23, 2022

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

I. PRELIMINARY

The meeting was called to order by Chet Edwards at 11:33 AM

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

Board Member(s) Absent: Tonya Rogers

Quorum Established: Yes

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

Visitors: Sheila Shiebler, Sarah Olivas

Agenda Additions/Deletions:

No additions/deletions.

II. COMMUNICATIONS

A. Public Comments

None presented

ITEMS SCHEDULED FOR INFORMATION

a. Melissa Hausmann - Executive Director

School Updates:

Updates on re-registration and graduation rates were provided.

We’ve had a strong re-enrollment response rate this year. A special thanks for all staff who drove these results.

Enrollment updates for current enrollment was shared for all three schools.

Student Enrollment: CVA 889, ISORPH 259, and ORDCA 111. At the time the report was pulled total student count was 1259 (-13). Our new enrollment is lower than

expected to date.

Re-registration data was shared for all three schools:

CVA

Registering 616

Not registering 163

Undecided 16

Unknown 47

Re-reg response 94%

New enrollment 22-23 approved 53

New enrollment 22-23 not approved 46

Grand total (new + returning) 669

ORDCA

Registering 67

Not registering 17

Undecided 5

Unknown 4

Re-reg response 96%

New enrollment 22-23 approved 3

New enrollment 22-23 not approved 8

Grand total (new + returning) 70

ISOR-PH

Registering 184

Not registering 38

Undecided 8

Unknown 16

Re-reg response 93%

New enrollment 22-23 approved 6

New enrollment 22-23 not approved 9

Grand total (new + returning) 190

TOTAL

Registering 867

Not registering 218

Undecided 29

Unknown 67

Re-reg response 94%

New enrollment 22-23 approved 62

New enrollment 22-23 not approved 63

Grand total (new + returning) 929

2022 Projected Graduation Rates (internal)

ISORPH, 58.91%

CVA 85.71%

ORDCA, 90.24%

There is a potential that these percentages will increase as more students' complete credits during the summer. We have really focused on drop out tracking. We are using appropriate codes so these students don't count against our graduation rates.

Chet shared how proud he was of the improvements in our graduations rates and inquired if the school has received recognition for this.

Melissa thanked Eileen Armstrong for her work to review the data and track down the dropouts to see where they are and what they are doing to ensure we have them coded correctly. Yancey has also worked hard to improve the data results for accuracy.

Yancey shared that updated graduation rates will be updated publicly via ODE January 2023.

Job Descriptions – These positions have been adjusted for the upcoming school year. These will be an action item.

- High School Success Specialist
- High School Success Coordinator

Gallagher Insurance Renewal – There are several forms that need to be signed and sent back to Gallagher for submission. Total annual premium increased slightly to \$37,714.00 as compared to the \$35,126.06 expiring premium. This increase was due to Cyber Security. We have until June 30, 2022 to renew/bind these policies. This is an action item.

Insperty Renewal – Payroll/Employee Benefits

Insperty markup reduction of 1.25% or \$46,500 annually. Insperty has committed to not increasing this service rate until September 2023 renewal. Melissa Hausmann and Sarah Olivas have worked with Insperty to decrease these costs.

Insperty Admin Fees decreased from 5.60% to 4.28%

Estimated renewal cost \$31,933 (\$24k less than original quote). The employee benefits have been reduced as well. As a result, employees won't see much of an increase in their benefits.

Chet Edwards acknowledged all the hard work that went into the decreased costs for Insperty.

Action Items:

- Job Descriptions
- Gallagher Insurance Renewal
 - Client Authorization to Bind
 - Commercial Package TRIA Form
 - Security Risk Management
 - Student Accident
- Insperty Renewal

Next School Board Meeting – July 21, 2022 @11:30 a.m.

C. Finance – Sarah Olivas

Sarah presented the June K12 Finance report.

- Overview and Key Assumptions
- FY22 P & L Forecast vs. Budget
- FY Restricted Funds
- Balance Sheet

Cash Flow

Overview and Key Assumptions

Average enroll is projected to be 1,147 students, this is a decrease of 285, or 30% over FY23 preliminary budget. Special education population: assume flat at 11%.

There is an assumed rate of \$9,701 per updated ADMs this is an increase from \$8,676 in FY22. The state funding is lower in FY23 due to decreased in overall students enrolled. Grant funding has remained the same month over month. The biggest change in funding is due to student decrease.

Chet appreciated K12 working off a more realistic budget instead of an aspirational budget. Sarah shared that the school is still slightly over staffed. If staff resign, we will not be backfilling those positions due to current enrollment. We are still assuming a 2-3% merit increase for salaries.

Sarah shared that the school is overstaffed due to the current student enrollment, but it makes sense to keep staffed as is. If staff decrease, we will not backfill.

Sarah shared that the school is in a good position due to students returning and enrollment calculations.

Teacher/Admin FTE decreased by 5 to align with enrollment.

We experienced some back pay for PERS for out of state employees. Payroll services decreased however benefits increased some.

Enrollment is lower by 828 students as compared to Budget (-38%).

Revenue is (\$6.9M) (-36%) lower vs, Budget

Expenses decreased by (\$7.7M (-34%), primarily due to reduction in CFA positions and alignment to ratio, as a result deficit is improved by \$812K.

Decrease of enrollment by school as compared to budget:

Total -828

ISOR-PH -516

ORCVA -141

ORDCA -171

FY22 Budget vs. 11 + 1 Forecast

Revenue decreased by (\$6.9M) (-36%). Expenses decreased by (\$7.7M) primarily due to reduction in CFA positions, not re-hiring Teacher positions for staff that had resigned and alignment to ratio. Decrease in related services expenses due to lower enrollment. As a result, the overall deficit improved by (\$812K) due to reduction in community family advisors and open positions. K12 to issue around (\$812K) to balance the budget. There is a slight increase in revenue due to the summer learning grant that Melissa was able to secure. The school pays 25% the state pays 75%. Actuals have been higher due to the unplanned PERS costs due to out of state employees.

Restricted Funds

Measure 98 Grant (High School Graduation and College and Career Readiness)

FY Grant allocation \$416,308
Carry Over \$73,881
FY 22 Available \$490,189
Total FY spending to date (\$414,475)
Balance \$75,714

We have until September 2022 to spend these funds.

ESSA (Every Student Succeeds Act)

FY 22 Grant allocation \$43,038
Carryover is \$129,270
FY22 Available \$172,308
Spent to date (\$102,384)
Balance \$69,924

Summer Learning Grant

FY22 Allocation \$215,000
25% Match \$53,570
FY22 Summer School Estimate \$268,750
Budgeted Spend (\$268,750)

Any funds not used will go into a carry over for next year. New allocations will occur again next year.

Melissa shared that all funds will be spent by August on Summer School and Staffing.

Balance Sheet

This reflects current assets as completed to liabilities current as compared to last school year. Expenses are up due to pre-paid expenses which are primarily K12 as related to K12 curriculum, materials, and computers for students. When more cash comes in the negative balance will go away.

Cash Flow – The school receive almost 1.7K due to the true up funds received. The balance on 5/31/22 was \$2,381,431. Due to K12 is \$2,732,080. Proposed payment to K12 for May is \$0 due to no incoming cash. This will be the case until the school starts receiving funds from the state.

Chet inquired about our relationship with the financial contacts with ODE. Sarah replied that our contact is really with Mitchell and relating enrollment changes to Mitchell. We are working closely with Mitchell to have accurate enrollment numbers.

Consent Agenda Items

K12 Invoice payment, School Board Meeting Minutes_20220519, May 2022 Disbursements and Bank Reconciliation, and June 2022 Personnel Report.

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

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

III. ITEMS SCHEDULED FOR ACTION

A. It is recommended that the ISOR-PH Board approve the updated job descriptions for High School Success Coordinator and High School Success Specialist.

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

B. It is recommended that the ISOR-PH Board approve the 2022 Gallagher Insurance Renewal Quote.

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

C. It is recommended that the ISOR-PH Board approve the Insperity Renewal.

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

D. It is recommended that the ISOR-PH Board approve the ISORPH FY23 Final Budget.

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

Meeting was adjourned at 12:15 PM