

# MONTHLY MEETING AGENDA

## BOARD OF DIRECTORS

### INSIGHT SCHOOL OF OREGON PAINTED HILLS CHARTER SCHOOL

603 NW 3rd, OR 97754

June 23, 2022 @ 11:30 AM

*Location:* <https://zoom.us/j/93696488538>

#### **Via Teleconference:**

Conference Call Number: +1 253 215 8782

Conference Code Number: 936 9648 8538#

One Tap Mobile: +12532158782,,93696488538#

#### **INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS**

The Insight School of Oregon Painted Hills (“School”) welcomes your participation at the School’s Board meetings. The purpose of a public meeting of the Board of Directors (“Board”) is to conduct the affairs of the School in public. We are pleased that you are in attendance. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agenda is available online at the meeting.
2. “Oral Communication” is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes.
3. When addressing the Board, speakers are requested to state their name and address and adhere to the time limits set forth.

## **I. PRELIMINARY**

### **A. CALL TO ORDER**

Meeting called to order by the Board Chair at:

### **B. ROLL CALL**

Role	First	Last	Present	Absent
Board Chair	Chet	Edwards		
Secretary	Tonya	Rogers		
Treasurer	Harold “Skip”	Adams		
Quorum Established			Yes	No

## II. COMMUNICATIONS

- A. Public Comments: Comments may be made to the Board at this time on non-agenda topics. Please state your name and keep your comments to no more than three minutes. If you wish to add an agenda item, please contact the Executive Director two weeks prior to the next Regular Board Meeting.
- B. Executive Director Report- Melissa Hausmann
- a. **School Updates**
    - i. Reregistration
    - ii. Graduation Rates
  - b. **Action Item: Job Descriptions**
    - i. Reference: II\_B\_b\_i\_High School Success Specialist
    - ii. Reference: II\_B\_b\_ii\_High School Success Coordinator
  - c. **Action Item: Gallagher Insurance Renewal Quote**
    - i. Reference: II\_B\_c\_i\_Insight School of Oregon Painted Hills Proposal
    - ii. Reference: II\_B\_c\_ii\_a\_Marketing Summary Comparison
    - iii. Reference: II\_B\_c\_ii\_b\_Premium Summary
    - iv. Reference: II\_B\_c\_iii\_Client Authorization to Bind
    - v. Reference: II\_B\_c\_iv\_Commercial Package TRIA Form
    - vi. Reference: II\_B\_c\_vi\_Security Risk Management
    - vii. Reference: II\_B\_c\_vii\_Student Accident
  - d. **Action Item: Insperity Renewal**
    - i. Reference: II\_B\_d\_Schedule B Payroll Report
    - ii. Reference: II\_B\_d\_Insperity Medical Report- MAR
    - iii. Reference: II\_B\_d\_Financial Stewardship Report
  - e. **Action Item: ISORPH FY23 Final Budget**
    - i. Reference: II\_B\_e\_ISOR-PH - Final FY23 Budget 6.20.22
    - ii. Reference: II\_B\_e\_ISORPH FY23 Final Budget

Important Dates: Next School Board Meeting – **July 21 @ 11:30am.**

- C. Finance Report– Sarah Olivas
- a. Reference: II\_C\_ISOR-PH - Finance Presentation May 2022 (6.20.22)

## III. CONSENT AGENDA

- A. K12 Invoice Payment
- B. Approval of School Board Meeting Minutes
  - a. Reference: III\_B\_20220519\_MINUTES\_FINAL
- C. Approval of Disbursements for ISOR-PH

- a. Reference: III\_C\_ISOR-PH - Check Register May 2022
- D. Approval of ISOR-PH Bank Reconciliation Operating Account -WF-6513
  - a. Reference: III\_D\_ISOR-PH - Bank Reconciliation May 2022
- E. Personnel Report, June 2022 Board Meeting
  - a. Reference: III\_E\_Personnel Report, June 2022 Board Meeting

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

**IV. ITEMS SCHEDULED FOR ACTION**

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

Motion	
Second	
Vote	

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

Motion	
Second	
Vote	

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

Motion	
Second	
Vote	

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

Motion	
Second	
Vote	

**V. ADJOURNMENT**