

# **MONTHLY MEETING AGENDA**

**BOARD OF DIRECTORS**

**INSIGHT SCHOOL OF OREGON PAINTED HILLS CHARTER SCHOOL**

**603 NW 3rd, OR 97754**

**July 21, 2022 @ 11:30 AM**

## 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. Enrollment/Reregistration
  - b. **Action Item: Job Descriptions**
    - i. Reference: II\_B\_b\_i\_Operations Manager 2022
    - ii. Reference: II\_B\_b\_ii\_Registrar & Operations Specialist 2022
    - iii. Reference: II\_B\_b\_iii\_Enrollment & Attendance\_Truancy Coordinator 2022
    - iv. Reference: II\_B\_b\_iv\_Human Resources Generalist and Payroll Specialist 2022
    - v. Reference: II\_B\_b\_v\_Special Education Compliance Coordinator 2022
  - c. **Action Item: 2022-2023 Student Parent Manual Handbooks**
    - i. Reference: II\_B\_c\_i\_Insight School of Oregon Painted Hills\_Student Parent Manual Handbook\_2022-2023
    - ii. Reference: II\_B\_c\_ii\_Cascade Virtual Academy\_Student Parent Manual Handbook\_2022-2023
    - iii. Reference: II\_B\_c\_iii\_Destinations Career Academy of Oregon\_Student Parent Manual Handbook\_\_2022-2023
  - d. **Introduction of Carleen Drago, Board Candidate, Possible Action Item.**
    - i. Reference: II\_B\_d\_i\_Carleen Drago Resume 2022

Important Dates: Next School Board Meeting – **August 18 @ 11:30am.**

- C. Finance Report– Sarah Olivas
- a. Reference: II\_C\_ISOR-PH - Finance Presentation June 2022 (7.21.22)

## III. CONSENT AGENDA

- A. K12 Invoice Payment
- B. Approval of School Board Meeting Minutes
  - a. Reference: III\_B\_20220623\_MINUTES\_FINAL
- C. Approval of Disbursements for ISOR-PH
  - a. Reference: III\_C\_ISOR-PH - Check Register June 2022
- D. Approval of ISOR-PH Bank Reconciliation Operating Account -WF-6513
  - a. Reference: III\_D\_ISOR-PH - Bank Reconciliation June 2022
- E. Personnel Report, July 2022 Board Meeting
  - a. Reference: III\_E\_Personnel Report, July 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-