

# Virtual Prep of Oregon Board Meeting

Monday 3/20/2023

**Call to order 11:03 am PST**

**Adjourned 11:33 am PST**

## Attendees

Joanie Peterson, Board Chair

Heidi Hallgarth, Board Treasurer

Shannon McElwain – VP Operations, ACCEL Schools

Cody Claver – VPA of OR Head of School

**Absent:** Laurel Pederson, Board Secretary

## Agenda

### 1. Voice Role Call

### 2. Adoption of Agenda

*Heidi Hallgarth moved to adopt the agenda, seconded by Joanie Peterson and approved by all board members present.*

### 3. Adoption of Prior Meeting Minutes

*Heidi Hallgarth moved to adopt the minutes, seconded by Joanie Peterson and approved by all board members present.*

### 4. Board Chair Report

Chair Joanie Pederson noted:

- Board Attorney invoices will be emailed to Shannon McElwain for payment processing
- Initial conversation with a prospective board member have occurred and Joanie will follow up. A question was asked regarding number of board members and process for adding a member. Shannon McElwain will email a copy of the board approved bylaws to Joanie for review.
- April Board Meeting will be adjusted from 4/10/23 to 4/17/23 due to a conflict.

## **5. School Leader Report**

Shannon McElwain and Cody Claver delivered the school leader report:

- All open SY22-23 position have been filled. One originally planned teacher position is on pause while enrollment numbers are monitored but school team is investigating adding a part time teacher to serve the school through end of year. While enrollment is still small the span of enrollment in various grade levels has increased and additional teacher capacity is needed.
- Current enrollment numbers were reviewed. There are 8 students actively enrolled and 1 additional student approved with a future start date.
- An initial projection for SY 23-24 enrollment was provided. Target enrollment is 300 students in grades K-8. Chair Joanie Pederson asked for more information on how state-wide marketing is done and Shannon McElwain will provide that in the April meeting. Board Chair also noted that Eastern Oregon may represent an area of opportunity for marketing and enrollment efforts due to some community dissatisfaction with local school offerings.
- State testing will be administered remotely to the small number of students in tested grade levels. The school team has been coordinating with the Prairie City School District testing coordinator on systems access and training for staff.

## **Action Items**

There were no new action items entertained