



APPROVED 6/16/14

**Indiana Connections Academy (INCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
Monday, April 21, 2014 at 4:30 p.m.**

**Held at the following location and via teleconference:
6640 Intech Boulevard, Suite 250
Indianapolis, IN 46278**

I. Call to Order

Ms. Taylor called the meeting to order at 4:38 p.m. when all participants were present and able to hear each other. The meeting location was open to the public to attend.

II. Roll Call

Board Members Present: Stacy Taylor and Robbie Rhinesmith (in person); Richard Ellery (via phone);

Board Members Absent: Theresa Bayt;

Guests Present: Melissa Brown, School Principal; Tony Brose, Kim McMahan, Kelly Simone, and Teresa O'Mara, School staff; Allison Reaves, Connections staff (in person); Susan Stagner, Brenda Little, Tonya Wesley, Megann Arthur and Laura Karns, Connections staff (via phone).

III. Consideration and Appointment of Board Member Candidate

This item was tabled to the next Board meeting.

IV. Public Comment

There were no public comments at this time.

V. Routine Business

a. Approval of Agenda

Ms. Taylor asked the Board to review the Agenda distributed prior to the meeting. The Board requested to add an Action Item to appoint a Board Designee to select appropriate representation for the school at the Indiana High School Athletic Association (IHSAA) meeting. There being no further changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the April 21, 2014 meeting of the Board of Directors of Indiana Connections Academy, as amended, is hereby approved.

The motion passed unanimously.

VI. Oral Report

a. Principal's Report

i. State Testing Update

Ms. Brown reviewed the recent state testing participation rates and preparations by school staff members.

ii. Progress Update on School Goals

Ms. O'Mara updated the Board on the school's progress on goals and initiatives.

iii. Graduation Plans and End of Year Activities

Ms. Brown advised the Board that the high school graduation ceremony is planned for June 7, 2014, and encouraged Board members to attend. She also discussed end of year activities for staff and families.

b. Financial Report

Ms. Little reviewed the financial information contained in the Board materials and discussed changes from the previous month's financial statements. She reviewed the balance sheet, and the school's revenue and expense statements.

i. Audit Update

Mr. Rhinesmith and Ms. Little updated the Board on the Audit finalization progress.

[Ms. Simone left the meeting at 5:07 p.m.]

VII. Consent Agenda

Ms. Taylor asked the Board Members whether there were any items from the Consent Items that they wished to have moved to Action Items for discussion, or tabled. There being no items removed from the Consent Items, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the February 24, 2014 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Case Management Invoice(s);
- d. Approval of Staff Compensation Plan for the 2014-2015 School Year;
- e. Approval of Revision(s) to Employee Handbook; and
- f. Approval of Curriculum for the 2014-2015 School Year; are hereby approved.

The motion passed unanimously.

VIII. Action Items

a. Approval of Connections Academy of Indiana, LLC Invoices for February and March

Mr. Rhinesmith reviewed in detail the February and March invoices as drawn from the financial report provided in the Board materials. He asked the Board members whether they had any questions on the invoices or if any items required further explanation. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Connections Academy of Indiana, LLC invoices for February, in the amount of \$1,284,534.40, and March, in the amount of \$1,638,734.60 as presented, are hereby approved.

The motion passed unanimously.

Approval of Board President as Board Designee to Select Appropriate Representation for School at ISHAA Meeting

Ms. Stagner updated the Board on the negotiations to allow virtual charter school students' participation in ISHAA Athletics. The Board discussed the appropriate representative for the school at the upcoming meeting. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Board President as Board Designee to Select Appropriate Representation for School at ISHAA meeting, as discussed, is hereby approved.

The motion passed unanimously.

IX. Information Items

a. State Relations Update

Ms. Stagner provided the Board with an update on legislative activities which may impact the school.

b. Principal Evaluation Survey

Ms. Reaves discussed the traditional school leader review process completed each year, including mid and end of year reviews. She advised the Board regarding the Principal evaluation survey that will be sent to each Board member individually to complete electronically, to provide their feedback on the school leader's performance. Ms. Reaves further advised that the evaluation feedback is an integral part of the process, and will be discussed as part of the school leader's review at the applicable Board meetings.

c. Board Planning for the 2014-2015 School Year

Ms. Karns sought Board input in the planning for the 2014-2015 school year that Connections Academy has been working on with the school.

i. Proposed Board Meeting Schedule

Ms. Karns advised that the consideration of the Board meeting schedule for the 2014-2015 school year will be included on the June Annual Meeting agenda. The Board confirmed their support of maintaining the current meeting schedule for the upcoming school year.

ii. Board Composition

Ms. Karns discussed current Board composition and upcoming term renewals for both Board members and officer positions at the Board's June Annual Meeting.

iii. Board Academy Save the Date – October 5-7, 2014

Ms. Karns advised the Board of the Board Academy dates for the next school year in Baltimore, MD. She detailed the session topics and encouraged Board and School Administration attendance.

X. Executive Session – Employee Concerns - IC§ 5-14-1.5-6.1(b)(9) to discuss a job performance evaluation of individual employees

The Board entered into Executive Session at 5:21 p.m. via a roll call vote to discuss employee concerns pursuant to - IC § 5-14-1.5-6.1(b)(9) to discuss a job performance evaluation of individual employees. Board members present were: Stacy Taylor, Richard Ellery and Robbie Rhinesmith. Guests present were: Allison Reaves, Tonya Wesley, Megann Arthur and Laura Karns. All others left the meeting at this time.

After the Board concluded their discussion, the Board resumed their open session at 5:49 p.m. No action was taken during closed session.

XI. Approval of Action(s) Necessary Based on Executive Session

Ms. Taylor reminded the Board of the discussion held during the Executive Session. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Board President as Board Designee to work with Board Counsel on all Necessary Communications to Employees X and Y, as discussed, is hereby approved.

The motion passed unanimously.

XII. Adjournment and Confirmation of Next Meeting on Monday, May 19, 2014 at 4:30 p.m. ET

The Board requested that Connections poll the Board to establish a May meeting date as the Board expressed conflicts with the regularly scheduled meeting. A motion was made and seconded to adjourn the meeting at 5:50 p.m. The motion passed unanimously.