



APPROVED 8/18/2014

**Indiana Connections Academy (INCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
Monday, June 16, 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 4:43 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, Richard Ellery and Robbie Rhinesmith (in person);

Board Members Absent: Theresa Bayt;

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

III. Consideration and Appointment of Board Member Candidate

Ms. Taylor reviewed biographical information on Board member candidate, Cristina Ponto, with the Board. The Board members discussed her candidacy and expressed satisfaction with Ms. Ponto's qualifications. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Appointment of Board member candidate Cristina Ponto as a Class 3 Director, effective immediately for a term to the 2015 Annual Meeting, as discussed, is hereby approved.

The motion passed unanimously.

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 Action Item: Authorization for Board Treasurer to Move School Bank Accounts(s) and move Agenda Items: Executive Session and Approval of School Leader Compensation to the beginning of the Agenda. There being no further changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the June 16, 2014 meeting of the Board of Directors of Indiana Connections Academy, as amended, is hereby approved.

The motion passed unanimously.

VI. Executive Session – School Leader Performance Review - 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 4:50 p.m. via a roll call vote to discuss School Leader Performance Review 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.

[Ms. Wesley left the meeting at 5:01 p.m.]

After the Board concluded their discussion, the Board resumed their open session at 5:39 p.m. No action was taken during closed session.

[Ms. Brown, Ms. McMahan, Mr. Brose, Ms. Kessler, Ms. Stagner and Ms. Little joined the meeting at 5:40 p.m.]

VII. Approval of School Leader Compensation for the 2014-2015 School Year

Ms. Taylor reminded the Board of the discussion regarding the School Principal compensation during the Executive Session, and requested Board approval. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the School Leader compensation for the 2014-2015 school year in the amount of \$91,575 with a 20% bonus potential, as presented, is hereby approved.

The motion passed unanimously.

VIII. 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. IHSAA Meeting Update

Ms. Brown updated the Board on a recent meeting with the Executive Committee of the Indiana High School Athletic Association, Inc. (IHSAA) in which Charter Schools lobbied for student access to IHSAA sports. The Executive Committee ruled that Charter School students must take at least one class at an affiliated public school in order to participate in IHSAA sports.

iii. Charter Amendment Renewal Procedures Update

Ms. Brown reviewed the changes to the Charter Amendments for Renewal Procedures and Revised Maximum Enrollment.

iv. Graduation and End of Year Activities

Ms. Brown discussed the recent high school graduation ceremony, including speakers and number of graduates with the Board. She also discussed the school's end of year activities for staff and families.

Results of the Parent Satisfaction Survey

Ms. Brown reviewed the results of the Parent Satisfaction Survey, included in the Board materials, in detail with the Board. She noted that a third party independent vendor conducted the survey. A copy of the results of the survey was sent to the school Board's President directly from the third party vendor. The Board reviewed the results in detail.

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. Revised Budget Update

Ms. Little highlighted the proposed revisions to the 2013-2014 Budget. She noted changes to revenue and expenditure lines and responded to questions about the updated budget. Ms. Little advised the Board members that consideration of these revisions is included later in the agenda.

ii. Audit Update

Ms. Little and Ms. Stanger updated the Board on the Audit finalization progress.

IX. 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 April 21, 2014 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Case Management Invoice(s);
- d. Approval of Board President as Board Designee to Approve Summer Staffing Decisions for the 2014-2015 School Year;
- e. Approval of Board Meeting Schedule for 2014-2015 School Year; and
- f. Approval of Revised Budget for the 2013-2014 School Year; are hereby approved.

The motion passed unanimously.

X. **Action Items**

a. Approval of Connections Academy of Indiana, LLC Invoices for April and May

Mr. Rhinesmith reviewed in detail the April and May 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 April, in the amount of \$1,816,028.96, and May, in the amount of \$824,194.33, as presented, are hereby approved.

The motion passed unanimously.

b. Approval of the 2014-2015 School Year Budget

Ms. Little presented to the Board on this item, nothing that she had reviewed the preliminary budget with the school leader and Board representative. She reviewed in detail with the Board the 2014-2015 Budget Notes document and Budget Outline that were included with the Board package. The Board had discussion on specific line items in the budget, including the Executive Session discussion and implications. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the budget for the 2014-2015 school year and all assumptions provided therein, as amended, is hereby approved.

The motion passed unanimously.

c. Approval of the 2014-2015 School Year Fee Schedule from Connections Academy of Indiana, LLC

Ms. Little advised the Board that the 2014-2015 Fee Schedule being presented summarizes the basis for all charges from CA to the school under the Educational Products and Services Agreement. Ms. Little further advised the Board that the basis for the charges is drawn directly from the Budget. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Fee Schedule for the 2014-2015 school year, as presented, is hereby approved.

The motion passed unanimously.

d. Approval of Charter Amendments: Renewal Decision Procedure and Revised Maximum Enrollment

Ms. Brown reminded the Board of the previously discussed Charter Amendments to the Renewal Decision Procedure and Revised Maximum Enrollment. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Charter Amendments: Renewal Decision Procedure and Revised Maximum Enrollment, as presented, are hereby approved.

e. Approval of Directors

Ms. Karns advised the Board two Board members terms were up for renewal at this meeting, Richard Ellery and Theresa Bayt. Following their confirmation that they wished to continue on the Board, discussion was held on the renewal of their terms. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the appointment of Richard Ellery and Theresa Bayt to the Indiana Connections Academy Board of Directors, as Class 2 Directors, for a term of three (3) years to the 2017 Annual meeting, as discussed, is hereby approved.

f. Approval of Officers for the 2014-2015 School Year

Ms. Karns presented this item to the Board. She reviewed with the Board each Officer position as set out in the Board-adopted Bylaws, and advised the Board that all positions would be for a term until the Annual Meeting 2015. Nominations were opened for each position. Following the closure of nominations, and there being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the appointment of:

Stacy Taylor, Board President;
Robert Rhinesmith III, Board Treasurer; and
Richard Ellery, Board Secretary, as presented, is hereby approved.

The motion was approved unanimously.

Authorization for Board Treasurer to Move School Bank Account(s)

Ms. Taylor presented this item to the Board. The Board agreed that Mr. Rhinesmith be appointed to select a new bank for the school's accounts and authorized to finalize all necessary paperwork. There being no further, discussion, a motion was made and seconded as follows:

RESOLVED, the authorization of Board Treasurer to move school bank accounts, as presented, is hereby approved.

The motion was approved unanimously.

XI. Information Items

a. State Relations Update

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

b. Results of the Parent Satisfaction Survey

This item was given earlier in the meeting.

XII. Adjournment and Confirmation of Next Meeting on Monday, August 18, 2014 at 4:30 p.m. ET

The next meeting is scheduled for June 16, 2014 at 4:30 p.m. A motion was made and seconded to adjourn the meeting at 6:16 p.m. The motion passed unanimously.

