



APPROVED 4/21/14

**Indiana Connections Academy (INCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
Monday, February 24, 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 4:32 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, Robbie Rhinesmith and Theresa Bayt (in person);

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

III. Public Comment

There were no public comments at this time.

IV. Audit Committee, Committee of Entire Board

a. Approval of Audit Firm Engagement for the 2013-2014 School Year

Ms. Little reviewed the audit firm engagement letter, as included in the Board materials. She advised the Board that the audit firm was the same the Board had engaged for the previous school year, and the estimate of audit-related charges was similar to the previous school year. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the engagement of Fitzgerald Isaac, LLC for the 2013-2014 school year financial audit, as presented, is hereby accepted.

The motion passed unanimously.

V. Routine Business

a. Approval of Agenda

Ms. Taylor asked the Board to review the Agenda distributed prior to the meeting. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the February 24, 2014 meeting of the Board of Directors of Indiana Connections Academy, as presented, is hereby approved.

The motion passed unanimously.

[Ms. McMahan joined the meeting at 4:35 p.m.]

VI. Oral Report

a. Principal's Report

i. Update on State Testing

Ms. Brown reviewed upcoming state testing and preparations by school staff members.

ii. Update on Graduation Plans

Ms. Brown advised the Board of the high school graduation ceremony and the number of students expected to participate.

iii. Update on Enrollment Stage Names

Ms. Brown advised the Board of changes being implemented prior to the opening of enrollment for the next school year to the enrollment stage naming convention, in order to streamline and clarify the status of each student during the enrollment process.

iv. Update on Winter Principal's Retreat

Ms. Brown reported to the Board on the Winter Principal's Retreat she recently attended.

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. Board members had discussion on specific line item expenses.

i. Bank Account Update

Mr. Rhinesmith provided the Board with an update and explained the bank account resolution needed for approval within the Consent Items.

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 January 13, 2014 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Case Management Invoice(s);
- d. Approval of Board Treasurer as Board Designee to work with PNC Bank to Negotiate, Finalize and Execute Bank Account Resolutions;
- e. Approval of Revision(s) to the 2013-2014 School Year State Specific School Handbook: Enrolling Expelled Students;
- f. Approval of School Calendar for the 2014-2015 School Year; and
- g. Approval of Outreach Plan for the 2014-2015 School Year; are hereby approved.

The motion passed unanimously.

VIII. Action Items

- a. Approval of Connections Academy of Indiana, LLC Invoice for January

Mr. Rhinesmith reviewed in detail the January invoice as drawn from the financial report provided in the Board materials. He asked the Board members whether they had any questions on the invoice 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 invoice for January, in the amount of \$1,685,228.40, as presented, 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. Board Recruitment Update

Ms. Brown provided the Board with an update on Board member recruitment. Board members discussed their preferred background and credentials for a potential Board member.

X. Adjournment and Confirmation of Next Meeting on Monday, April 21, 2014 at 4:30 p.m. ET

The next meeting is scheduled for April 21, 2014 at 4:30 p.m. A motion was made and seconded to adjourn the meeting at 5:03 p.m. The motion passed unanimously.