



APPROVED 10/19/2016

**Indiana Connections Academy (INCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
Monday, August 15, 2016 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: Shelly Reberg and Stacy Taylor (in person);

Board Members Absent: Richard Ellery;

Guests Present: Melissa Brown, School Principal; Lisa Render, School Assistant Principal (in person); Allison Reaves, Susan Stagner, Brenda Little and Megann Arthur, Connections staff (via phone).

III. Public Comment

There were no public comments at this time.

IV. 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, Ms. Taylor made the following motion and it was seconded by Ms. Reberg as follows:

RESOLVED, that the Agenda for the August 15, 2016 Meeting of the Board of Directors of Indiana Connections Academy, as presented, is hereby approved.

The motion was approved unanimously.

V. Oral Report

a. Principal's Report

i. Back to School Activities, Staffing and Training Update

Ms. Brown discussed with the Board recent back to school activities, including successful orientations with students, families and teachers as well as the high percentage of "welcome calls"

that had been completed by the end of the first week of school. She also updated the Board on staffing and training efforts.

ii. Enrollment Update

Ms. Brown provided the Board with the most up-to-date enrollment numbers for the school, as well as outreach efforts planned for the school year. She further reviewed the additional students in each stage of the enrollment process.

iii. State Testing Update

Ms. Brown provided the Board with a brief update on state testing from the previous school year, advising that the school has not yet received any of the comparative data for the school for similar schools.

iv. CA Leadership Summer Retreat Update

Ms. Brown discussed the recent CA Leadership Retreat, held annually in Baltimore. She reviewed many of the topics covered at the retreat, as well as mentoring and networking opportunities for her and other school leadership team members. Ms. Brown further discussed with the Board the presentations given by her leadership team at the retreat.

v. School Operations Metrics

Ms. Brown presented this item to the Board. She reviewed the data included in the Board materials, highlighting the school's performance as compared with other Connections' partnering schools of similar size and years in operation. Board members discussed the metrics data.

vi. Charter Renewal Update

Ms. Brown discussed with the Board a planned letter to Dr. Marra regarding the school's enrollment for the five (5) year charter period recently approved by Ball State, as well as some discussion of fees from the authorizer.

b. Financial Report

Ms. Little reviewed the revenue and expense statements included in the Board materials. She reviewed the changes in the financials and the forecasted expenses since last month's statements, enrollment funding, projected fund balance and specific expenses. Ms. Little further detailed specific revenue sources and the variances in the forecasted budget versus the unaudited actuals.

i. Unaudited 2015-2016 Financial Results

Ms. Little reviewed the unaudited financial statements from the previous school year with the Board.

VI. 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 Agenda, Ms. Taylor made the following motion and it was seconded by Ms. Reberg as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the June 29, 2016 Annual Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Invoice(s) from Connections Education Summer School 2016;
- d. Approval of Invoice(s) for Supplemental Educational Products and Services: GradPoint;
- e. Approval of Federal Title Funding Plans for the 2016-2017 School Year: Written Complaint Procedure Policy;
- f. Approval of 2016-2017 Base Salaries and Incentive Percentage, Career Ladder Positions and Home-Worker Stipends; and
- g. Approval of Connections Training and Professional Development Offering for the 2016-2017 School Year; are hereby approved.

The motion was approved unanimously.

VII. Action Items

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

Ms. Taylor reviewed the June invoice as drawn from the financial report provided in the Board materials, and reviewed earlier in the meeting. She advised that he reviewed the invoice and found to be in order and asked the Board members whether they had any questions on the invoice or if any items required further explanation. There being no further discussion, Ms. Reberg made the following motion and it was seconded by Ms. Taylor as follows:

RESOLVED, that the Connections Academy of Indiana, LLC invoice for June, in the amount of \$2,123,997.43, as presented, is hereby approved.

The motion was approved unanimously.

- b. Approval of School Focus Goals for the 2016-2017 School Year

Ms. Brown reviewed the school focus goals for the 2016-2017 school year included in the Board package with the Board. Ms. Brown advised that the staff worked closely with Connections on establishing the school goals. Ms. Brown advised the Board that the school goals represent the major driver for the staff incentive plan. There being no further discussion, Ms. Reberg made the following motion and it was seconded by Ms. Taylor as follows:

RESOLVED, that the Schools Focus Goals for 2016-2017 school year, as presented, are hereby approved.

The motion passed unanimously.

- c. Approval of Board Training and Conference Attendance for the 2016-2017 School Year

Ms. Arthur reviewed the upcoming trainings and conferences that have been identified that may interest members of the Board. The Board reviewed the upcoming training offerings, as well as current Board composition. The Board discussed the advantages and specific agenda topics of each conference, and their support of Board members making an effort to attend the training opportunities. There being no further discussion Ms. Taylor made the following motion and it was seconded by Ms. Reberg as follows:

RESOLVED, that the Board training and conference attendance for the 2016-2017 school year including the iNACOL Annual Symposium and National Charter Schools Conference, as discussed, are hereby approved.

The motion passed unanimously.

VIII. 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

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.

c. School Leadership Team Update

Ms. Reaves presented to the Board on behalf of Connections' School Leadership Team.

d. Conflict of Interest and Background Check Reminders

Ms. Arthur advised the Board that reminders for annual conflict of interest statements, as well as the periodic background checks per Board policy will be sent via email in the coming month.

e. Board Recruitment Update

Ms. Brown provided the Board with a brief update on the ongoing recruitment efforts.

IX. EXECUTIVE SESSION

a. IC § 5-14-1.5-6.1(b)(2)(B) to discuss initiation of litigation

The Board indicated there was no need to enter Executive Session at this time.

X. Adjournment and Confirmation of Meeting - Monday, September 19, 2016 at 4:30 p.m. ET

There being no further business, the meeting was adjourned at 5:37 p.m. The next meeting is scheduled for September 19, 2016 at 4:30 p.m.