



APPROVED 1/23/2017

Indiana Connections Academy (INCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
Monday, November 14, 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 4:33 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 Richard Ellery (in person);

Board Members Absent: Shelly Reberg;

Guests Present: Melissa Brown, School Principal; Tony Brose, Lauren Rebber, Viviana Nicolosi and Beth Pychinka, School staff; McKenzie Rogers, Potential Board Member (in person); Chandre Sanchez Reyes, School staff; Allison Reaves, Susan Stagner, Brenda Little and Laura Coleman, Connections staff (via phone).

III. Review and Consideration of Potential Board Member(s)

Ms. Rogers introduced herself to the Board and reviewed her qualifications and experience. Board members discussed the current Board composition and the qualifications of Ms. Rogers. Board members expressed their desire for Ms. Rogers to fill the current vacancy on the Board pending her acceptance. There being no further discussion, Mr. Taylor made the following motion and it was seconded by Mr. Ellery as follows:

RESOLVED, that the appointment of Board member candidate McKenzie Rogers, pending her acceptance and successful background check clearance, as discussed, is hereby approved.

The motion passed unanimously.

IV. Public Comment

There were no public comments at this time.

V. Audit Committee, Committee of the Entire Board

a. Review and Acceptance of the 2015-2016 Fiscal Year Audit Report

Ms. Little reviewed the audit report for the fiscal year ending June 30, 2016, as included in the Board materials. She highlighted key aspects of the report, and related to the Board that the audit firm

indicated no findings, but noted the outstanding receivable from the State of Indiana; Ms. Little advised that the report was the best result the school can achieve. Board members discussed the audit report, and expressed their satisfaction with the school and Connections for the results. There being no additional discussion, Mr. Ellery made the following motion and it was seconded by Ms. Taylor as follows:

RESOLVED, the Audit Report for the fiscal year ending June 30, 2016, as presented, is hereby accepted.

The motion passed unanimously.

VI. 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 Mr. Ellery as follows:

RESOLVED, that the Agenda for the November 14, 2016 Meeting of the Board of Directors of Indiana Connections Academy, as presented, is hereby approved.

The motion was approved unanimously.

VII. Oral Report

a. School Leader's Report

i. School Activities Update

Ms. Brown discussed with the Board recent school accomplishments and activities, including pulse survey improvement rate, iNACOL conference presentation and recent field trips.

ii. Student Intervention Efforts Update – Tier 1 and Tier 2

Ms. Brown updated the Board on Student Intervention Efforts. She advised the Board of school staff members' increased awareness of critical educational components and benchmarks, as well as Connections' useful tools for tracking student progress. Ms. Brown further discussed the relation these efforts have to the school's annual success in goals completion.

iii. Charter Amendment and Career Technical Education (CTE) School Update

Ms. Brown reviewed with the Board the school's preparations thus far for the Charter Amendment process. She reviewed the documents for Board approval and signature, including the Certification of Resolution and Request for Amendment to the Charter Contract as well as the desire to change the organization name to Indiana Online Learning Options, Inc. The Board expressed their support of all items relating to the implementation of the CTE School and presented for their consideration later in the meeting.

Travel Abroad Proposal

Ms. Brown introduced Ms. Rebber and Ms. Nicolosi to review the proposal for school trips abroad. Ms. Rebber and Ms. Nicolosi reviewed the request for field trips abroad as included in the Board meeting materials. They reviewed the legal liability precautions taken to ensure the safety of the students, as well as the eligibility requirements for students to participate. The Board discussed

the proposal in detail and expressed their desire to add out-of-state field trips to the consideration of field trips within Action items.

[Ms. Nicolosi and Mr. Brose left the meeting at 5:28 p.m.]

b. Financial Report

Ms. Little reviewed the invoices, 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, staff bonus payouts, projected fund balance and specific expenses.

VIII. 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 Mr. Ellery as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the October 19, 2016 Board Meeting;
- b. Approval of Staffing Report; and
- c. Approval of Case Management Invoice(s); are hereby approved.

The motion was approved unanimously.

IX. Action Items

- a. Approval of Connections Academy of Indiana, LLC Invoice for October
- b. Approval of Field Trip Abroad
- c. Approval of Documentation Supporting Implementation of CTE School

The Board expressed their intent to review all three Action items together having already heard the corresponding presentations earlier in the meeting. There being no further discussion, Ms. Taylor made the following motion and it was seconded by Mr. Ellery as follows:

RESOLVED, that the Connections Academy of Indiana, LLC invoice for October, in the amount of \$2,679,556.59, as presented, are hereby approved.

FURTHER RESOLVED, that the offering of field trips abroad and out-of-state, as discussed, are hereby approved.

FURTHER RESOLVED, that documentation supporting implementation of CTE School, including Certification of Resolution; Request for Amendment to the Charter Contract; and the legal organization name change to Indiana Online Learning Options, Inc., as discussed, is hereby approved.

The motion passed unanimously.

X. Information Items

- a. State Relations Update

The Board reviewed the written State Relations Report included in the Board meeting materials on recent legislative activities which may impact the school.

b. Partner School Leadership Team Update

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

i. School Leader Review Process Reminder

Ms. Reaves outlined the annual school leader review process with the Board. She reminded Board members that the process includes feedback from the Board through a survey. Ms. Reaves further reminded the Board that Ms. Brown's mid-year review will be discussed during the January meeting and the final review will take place during the Board's Annual Meeting in June. She also reiterated the importance of Board member participation in the review process.

c. Future Funded Enrollment Growth

Ms. Brown reviewed with the Board a proposed Funded Enrollment Target for the 2017-2018 school year of 4,200-4,700 students. She reminded Board members that the target is a major driver for school budget planning, including outreach, staffing and many other initiatives. Ms. Brown further advised that the proposed enrollment target will be presented for approval during the upcoming January Board meeting, if Board members indicate their support of the number. She reviewed past target numbers and the predicted growth for the school based on many factors, including trends in enrollment, students currently in the pipeline and outreach efforts. The Board expressed their support of the proposed number.

XI. Adjournment and Confirmation of Meeting - Monday, December 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 December 19, 2016 at 4:30 p.m.