



APPROVED 9/15/2014

**Indiana Connections Academy (INCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
Monday, August 18, 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 4:37 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: Robbie Rhinesmith, Richard Ellery, Cristina Ponto (in person); Stacy Taylor (via phone);

Board Members Absent: Theresa Bayt;

Guests Present: Melissa Brown, School Principal; Tony Brose, Kim McMahan, Kelly Simone and Christy Kessler, School staff (in person); Bud Ponto, member of the public (in person); Allison Reaves, Susan Stagner, Brenda Little and Laura Karns, 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. The Board requested the addition of Action Item: Approval of Termination of 3rd Party Bookkeeper Contract and Appointment of Board Treasurer as Designee to Finalize all Necessary Paperwork. There being no further changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the August 18, 2014 meeting of the Board of Directors of Indiana Connections Academy, as amended, is hereby approved.

The motion passed 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 for students and staff members, including orientations for the middle and high school students. She also updated the Board on staffing and training efforts.

ii. Enrollment Update

Ms. Brown reviewed the school's current enrollment numbers with the Board, including those students in the pre-approval and approved phases of their applications.

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. 2013-2014 Unaudited Financial Results

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

ii. Accounting Services Update

Ms. Little updated the Board on state changes for charter school accounting services. Mr. Rhinesmith expressed his support for streamlining the processes by utilizing Connections Charter School Financial Services and terminating the contract with the 3rd party bookkeeper.

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 Items, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the June 16, 2014 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Case Management Invoice(s);
- d. Approval of 2014-2015 Base Salaries and Incentive Package, Career Ladder Positions and Home-Worker Stipends;
- e. Approval of Revision(s) to the 2014-2015 School Year State Specific School Handbook: Attendance;
- f. Approval of Federal Title Funding Plans for the 2014-2015 School Year;
- g. Confirmation of Board Designee on Connections Education Curriculum Advisory Panel; and
- h. Approval of Professional Development Plan for the 2014-2015 School Year; are hereby approved.

The motion passed unanimously.

VII. Action Items

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

Mr. Rhinesmith reviewed in detail the June 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 June, in the amount of \$1,356,943.47, as presented, is hereby approved.

The motion passed unanimously.

b. Approval of School Goals for the 2014-2015 School Year

Ms. Brown reviewed the school goals for the 2014-2015 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, a motion was made and seconded as follows:

RESOLVED, that the Schools Goals for 2014-2015 school year, as presented, are hereby approved.

The motion passed unanimously.

c. Approval of Board Training and Conference Attendance for 2014-2015 School Year

Ms. Karns reviewed the upcoming trainings and conferences that have been identified that may interest members of the Board. The Board reviewed the upcoming training offerings. 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, a motion was made and seconded as follows:

RESOLVED, that the Board training and conference attendance for 2014-2015 school year, as presented, are hereby approved.

The motion passed unanimously.

Approval of Termination of 3rd Party Bookkeeper Contract and Appointment of Board Treasurer as Designee to Finalize all Necessary Paperwork

Mr. Rhinesmith presented this item to the Board and explained the advantages to cancelling the contract with the 3rd Party Bookkeeper and utilizing Connections Education for all accounting services. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, the Board approved the termination of the contract with the 3rd party bookkeeper and appointed Mr. Rhinesmith, Board Treasurer, as Designee to finalize all necessary paperwork, as discussed, is 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. Conflict of Interest Statements and Background Check Reminders

Ms. Karns thanked the Board members present for their prompt completion of the required Conflict of Interest Statements for the 2013-2014 school year.

IX. Adjournment and Confirmation of Next Meeting on Monday, September 15, 2014 at 4:30 p.m. ET

The next meeting is scheduled for September 15, 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.