



APPROVED 01/26/15

**Indiana Connections Academy (INCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
Monday, December 1, 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 4:36 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 In Person: Stacy Taylor, Robbie Rhinesmith, and Richard Ellery;

Board Members Present Via Phone: Cristina Ponto;

Guests Present: Melissa Brown, School Principal; Kelly Simone, School staff (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. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the December 1, 2014 meeting of the Board of Directors of Indiana Connections Academy, as presented, is hereby approved.

The motion passed unanimously.

V. Oral Report

a. Principal's Report

i. Enrollment and Staffing 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. She also updated the Board on current school staffing based on enrollment.

ii. School Activities and Accolades Update

Ms. Brown discussed with the Board recent school activities and accolades, including the recent receipt of the 2014 Indiana Gold Star School Counseling Award.

iii. Update on Student Intervention Efforts – 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.

iv. Graduate Tracking Efforts through NSC (National Student Clearinghouse)

Ms. Brown provided the Board with an update on Connections' planned partnership with the National Student Clearinghouse (NSC), to compile student data after graduation. She advised that the NSC will provide information on matriculation and graduation from two-year, four-year and graduate institutions, allowing for a more measurable determination of the success of the schools in preparing students for higher education. Board members discussed the planned initiative and indicated their support of the school's participation with the NSC.

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. Ms. Little further updated the Board on the timeline and progress on the 2013-2014 school year audit.

c. School Leader Review Process Update

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.

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 October 27, 2014 Board Meeting;
- b. Approval of Staffing Report; and
- c. Approval of Case Management Invoice(s); are hereby approved.

The motion passed unanimously.

VII. Action Items

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

Mr. Rhinesmith reviewed in detail the October invoice as drawn from the financial report provided in the Board materials, and reviewed earlier in the meeting. 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 October, in the amount of \$2,015,943.25, as presented, 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. Principal Search Update

Ms. Reaves provided the Board with an update on the recently hired High School Principal.

c. Outreach Update and Discussion of Future Enrollment Growth

Ms. Reaves reviewed with the Board a proposed Funded Enrollment Target for the 2015-2016 school year of 3,850 students. She reminded Board members that the target is a major driver for school budget planning, including outreach, staffing and many other initiatives. Ms. Reaves 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.

IX. Adjournment and Confirmation of Next Meeting on Monday, January 12, 2015 at 4:30 p.m. ET

The next meeting is scheduled for January 12, 2015 at 4:30 p.m. A motion was made and seconded to adjourn the meeting at 5:09 p.m. The motion passed unanimously.