



APPROVED 9/29/2015

**Indiana Connections Academy (INCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
Monday, August 17, 2015 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 In Person: Stacy Taylor, Robbie Rhinesmith and Richard Ellery;

Board Members Absent: Erika Wise;

Guests Present: Melissa Brown, School Principal; Chandre Sanchez Reyes and Tony Brose, School staff; Susan Stagner, Connections staff (in person); Allison Reaves, Brenda Little, Shawn Soltz 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 August 17, 2015 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. 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. 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.

iii. CA Leadership 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.

iv. 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.

v. Longitudinal Study of American Youth (LSAY) Update

Ms. Brown reviewed the Longitudinal Study of American Youth (LSAY), of which INCA has been requested to participate. The Board expressed their support of this study.

b. Financial Report

Ms. Little reviewed the revenue and expense statements included in the Board materials. She further reviewed the proposed revisions to the Fiscal Controls Policy included in the Consent Agenda for the Board's consideration.

i. Unaudited 2014-2015 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 Items, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the June 15, 2015 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Invoice(s) from Connections Education for Federal Title I Software Usage;

- d. Approval of Invoice(s) from Connections Education for Summer School 2015;
- e. Approval of Federal Title Funding Plans for the 2015-2016 School Year: Parent Involvement Policy;
- f. Approval of 2015-2016 Base Salaries and Incentive Percentage, Career Ladder Positions and Home-Worker Stipends;
- g. Approval of Professional Development Plan for the 2015-2016 School Year;
- h. Approval of Revision(s) to the 2015-2016 School Year State Specific Handbook: General Revisions;
- i. Approval of Revision(s) to the Policy and Procedures for Special Education Students;
- j. Approval of Revisions(s) to the English Language Learner (ELL) Program Handbook;
- k. Approval of Revision(s) to the School Admissions Policy;
- l. Approval of Revision(s) to the Records Retention Policy;
- m. Approval of the Transportation Policy;
- n. Approval of the Medication Policy;
- o. Approval of the Seclusion and Restraint Plan;
- p. Approval of the Employee Evaluation Policy;
- q. Approval of Revision(s) to the Fiscal Controls Policy; and
- r. Approval of the School's Mission Statement; are hereby approved.

The motion passed unanimously.

VII. Action Items

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

Ms. Little reviewed in detail the June invoice as drawn from the financial report provided in the Board materials, and reviewed earlier in the meeting. She 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 \$1,457,206.51, as presented, is hereby approved pending the Treasurer's final review and acceptance.

The motion passed unanimously.

b. Approval of School Goals for the 2015-2016 School Year

Ms. Brown reviewed the school goals for the 2015-2016 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 2015-2016 school year, as presented, are hereby approved.

The motion passed unanimously.

c. Approval of 5-School Year Budget from Connections Academy of Indiana, LLC

Ms. Little presented the projected 5-School Year Budget from Connections Academy of Indiana, LLC with the Board. She reviewed this requirement by the authorizer as part of the Charter Renewal process. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the 5-School Year Budget from Connections Academy of Indiana, LLC, as presented, are hereby approved.

The motion passed unanimously.

d. Approval of Charter Renewal and Authorization of Board President as Board Designee to Finalize and Submit all Necessary Charter Documentation on Behalf of the Board

Ms. Brown presented this item to the Board. She advised the Board of the review and compilation process of all parties involved, including herself, Board designees, Ms. Taylor and Mr. Rhinesmith, and Connections. The Board indicated their desire to move forward with the renewal of the Charter with Ball State University and the appointment of the Board President as the Board designee to finalize and submit all necessary Charter renewal documentation on behalf of the Board. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Charter Renewal and authorization of Board President as Board Designee to finalize and submit all necessary Charter Documentation on behalf of the Board, as presented, is hereby approved.

The motion passed unanimously.

e. Approval of Renewal Educational Products and Services Agreement (EPSA) with Connections Academy of Indiana, LLC

Ms. Taylor presented this item to the Board. She advised the Board of the review process completed to date by all parties involved, including herself and Mr. Rhinesmith, as designees for the Board, Board Counsel and Connections. The Board indicated their desire to move forward with the renewal of the Educational Products and Services Agreement between Indiana Connections Academy and Connections Academy of Indiana, LLC, as included in the Board materials. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Renewal Educational Products and Services Agreement (EPSA) with Connections Academy of Indiana, LLC, as presented, is hereby approved.

The motion passed unanimously.

f. Approval of Board Training and Conference Attendance for the 2015-2016 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 2015-2016 school year including Board Academy, National Charter School Conference and Other State Trainings, 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. National Charter School Conference (NCSC) Feedback

This item was tabled to a future meeting.

c. Education Management Organization (EMO) Evaluation Update

Ms. Taylor reviewed with the Board the potential of conducting an Education Management Organization (EMO) Evaluation of Connections. The Board expressed interest in implementing an EMO evaluation through a third party facilitator, Greater Capacity Consortium, after the Charter Renewal process.

d. Curriculum Review Update

Ms. Karns reviewed with the Board the memo regarding changes to the annual curriculum development and review process for partnering Board members. She highlighted the specific changes in format for review, from the previous Curriculum Advisory Panel meetings to new twice annual town hall presentations, as well as the documentation regarding each year's curriculum build that will be provided to Board members for review and consideration. Ms. Karns advised the Board that these changes were the result of partnering Board member feedback, and that additional information on the town hall presentations would be forthcoming.

e. Conflict of Interest and Background Check Reminders

Ms. Karns thanked the Board members present for their prompt completion of the required Conflict of Interest Statements for the 2014-2015 school year.

IX. Adjournment and Confirmation of Next Meeting - Monday, September 21, 2015 at 4:30 p.m. ET

The next meeting is scheduled for September 21, 2015 at 4:30 p.m. A motion was made and seconded to adjourn the meeting at 5:05 p.m. The motion passed unanimously.