



APPROVED 01/11/16

**Indiana Connections Academy (INCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
Monday, November 16, 2015 at 5:00 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 5:02 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, Richard Ellery and Erika Wise
(all in person);

Guests Present: Melissa Brown, School Principal; Susan Stagner, Connections staff (in person); Allison Reaves, Brenda Little and Laura Coleman, 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 to Table Action Item (b) Review and Consideration of Resolutions Regarding Litigation Discussed During Executive Session as the Board did not meet in Executive Session. Further, the Board requested to Table Information Item (e) EMO Evaluation Update to allow the Board more time to review the results. Lastly, the Board requested the addition of an Action Item: Approval of Joining Network for Quality Education. There being no further changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the November 16, 2015 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

Ms. Brown reviewed the Monthly School Report with the Board, highlighting enrollment trends.

i. 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.

ii. Charter Renewal Update

Ms. Brown provided the Board with an update on the recent site visit from Ball State University representatives and the anticipated timeline for consideration of the school's Charter Renewal submission.

iii. Superintendent Visit

Ms. Brown reviewed with the Board the recent site visit from Glenda Ritz, Superintendent of Public Instruction.

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.

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 September 29, 2015 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Case Management Invoice(s);
- d. Approval of Federal Title Funding Documentation: Homeless Education Policy;
- e. Approval of State Testing Contract;
- f. Approval of Agreements for Student Enrollment for 2016-2017 School Year: Parent/Legal Guardian (Caretaker) Acknowledgement, Regulatory Program Description, Caretaker Designee Form and Designated Learning Coach Agreement; and
- g. Approval of Revision(s) to 2015-2016 School Year General School Handbook: FERPA Policy Updates; are hereby approved.

The motion passed unanimously.

VII. Action Items

a. Approval of Connections Academy of Indiana, LLC Invoices for September and October

Mr. Rhinesmith reviewed in detail the September and October invoices 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 invoices 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 invoices for September, in the amount of \$1,995,835.87, and October, in the amount of \$2,408,621.60, as presented, are hereby approved.

The motion passed unanimously.

b. Review and Consideration of Resolutions Regarding Litigation Discussed During Executive Session

- i. Adoption of Resolution to Authorize Initiation of Litigation Matters Pertaining to Unpaid State Tuition Support and Related Student Funding for Educational Services Provided by INCA to INCA Students Served Prior to July 1, 2013
- ii. Adoption of Resolution to Authorize the Retention of Legal Services to Represent INCA in Litigation Matters Pertaining to the Unpaid State Tuition Support and Related Student Funding for Educational Services Provided by INCA to INCA Students Served Prior to July 1, 2013
- iii. Adoption of Resolution to Authorize Board President as Board Designee to work with Special Legal Counsel for Decision Making on Litigation Matters Pertaining to the Unpaid State Tuition Support and Related Student Funding for Educational Services Provided by INCA to INCA Students Served Prior to July 1, 2013

This item was tabled.

Approval of Joining the Network for Quality Education

Ms. Stagner reviewed the new charter association, Network for Quality Education, and the membership benefits. The Board discussed the benefits of joining the association and cost effectiveness. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that Joining the Network for Quality Education, 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. Outreach Update and Discussion of Future Enrollment Growth

Ms. Brown reviewed with the Board a proposed Funded Enrollment Target for the 2016-2017 school year of 3,900 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.

c. School Leadership Team Update

Ms. Reaves presented to the Board on behalf of Connections' School Leadership Team. She provided the Board with additional background on the Funded Enrollment Target, including specific factors that can affect growth.

d. Board Recruitment Update

Ms. Brown provided the Board with an update on the continued search for a new Board member. Board members discussed current Board composition, as well as their preferred background and credentials for the next candidate for the Board.

e. EMO Evaluation Update

This item was tabled.

IX. Adjournment and Confirmation of Next Meeting - Monday, January 11, 2016 at 4:30 p.m. ET

The next meeting is scheduled for January 11, 2016 at 4:30 p.m. A motion was made and seconded to adjourn the meeting at 5:27 p.m. The motion passed unanimously.