



**APPROVED 04/18/16**

**Indiana Connections Academy (INCA)  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
Monday, February 8, 2016 at 4:30 p.m.**

**Held at the following location and via teleconference:  
6640 Intech Boulevard, Suite 250  
Indianapolis, IN 46278**

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**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 (all in person);

Board Members Joined During Meeting: Erika Wise;

Guests Present: Tony Brose, School staff (in person); Melissa Brown, School Principal; Susan Stagner, Allison Reaves, Brenda Little and Laura Coleman, Connections staff (via phone).

**III. Review and Consideration of Potential Board Member**

Ms. Taylor and Mr. Ellery provided 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.

This item was tabled to a future meeting.

**IV. Public Comment**

There were no public comments at this time.

**V. 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 February 8, 2016 meeting of the Board of Directors of Indiana Connections Academy, as presented, is hereby approved.

The motion was approved unanimously.

[Ms. Wise joined the meeting at 4:36 p.m.]

## VI. Oral Report

### a. Principal's Report

Ms. Brown provided the Board with the most up-to-date enrollment numbers and reviewed the Monthly School Report (MSR).

#### i. 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.

#### ii. State Testing Update

Mr. Brose reviewed with the Board the upcoming state testing and preparations by school staff members.

#### iii. Graduation Plans Update

Ms. Brown advised the Board that the high school graduation ceremony is scheduled for June 4, 2016, and encouraged Board members to attend.

#### iv. Winter Principal's Retreat Update

Ms. Brown reported to the Board on the Winter Principal's Retreat she recently attended, including the professional development initiatives.

#### v. Charter Renewal Update

Ms. Brown provided the Board with an update on the anticipated announcement of the school's recent Charter Renewal approval by Ball State University.

### 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. The Board discussed the ongoing search for a permanent Treasurer and agreed that Mr. Brose will conduct banking business on behalf of the Board upon Board member email authorization.

## VII. 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, 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 January 11, 2016 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Case Management Invoice(s); and
- d. Approval of Outreach Plan for the 2016-2017 School Year; are hereby approved.

The motion was approved unanimously.

## VIII. Action Items

### a. Approval of Connections Academy of Indiana, LLC Invoice for December

Mr. Ellery reviewed in detail the December 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, Mr. Ellery made the following motion and it was seconded by Ms. Taylor as follows:

RESOLVED, that the Connections Academy of Indiana, LLC invoice for December, in the amount of \$2,101,267.28, as presented, is hereby approved.

The motion was approved unanimously.

### b. Approval of Officers for the 2015-2016 School Year

This item was tabled.

## IX. Information Items

### a. State Relations Update

Ms. Stagner provided the Board with an update on legislative activities which may impact the school. The Board discussed the recent legislative activities in detail.

### b. 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 school operations metrics, including specific factors that can affect metrics. Ms. Reaves further updated the Board on the session Ms. Brown facilitated during the recent Winter School Principal's Retreat.

### c. Board Recruitment Update

This item was discussed earlier in the meeting.

### d. Curriculum Town Hall Reminder

Ms. Coleman reminded the Board of the timing of the upcoming Curriculum Town Hall presentation and encouraged Board members to attend.

## X. Adjournment and Confirmation of Next Meeting - Monday, April 18, 2016 at 4:30 p.m. ET

The next meeting is scheduled for April 18, 2016 at 4:30 p.m. A motion was made by Ms. Taylor, seconded by Mr. Ellery adjourn the meeting at 5:01 p.m. The motion passed unanimously.