



APPROVED 05/23/16

**Indiana Connections Academy (INCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
Monday, April 18, 2016 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 4:32 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 Erika Wise (all in person);

Board Members Absent: Richard Ellery;

Guests Present: Melissa Brown, School Principal; Wayne Turner, Board Counsel; Susan Stagner, Connections staff (in person); Allison Reaves, Jay W. Ragley, Brenda Little and Laura Coleman, Connections staff (via phone).

III. Review and Consideration of Potential Board Member

This item was tabled.

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 Ms. Wise as follows:

RESOLVED, that the Agenda for the April 18, 2016 meeting of the Board of Directors of Indiana Connections Academy, as presented, is hereby approved.

The motion was approved unanimously.

VI. Oral Report

a. Principal's Report

Ms. Brown reviewed the Monthly School Report (MSR) with the Board, highlighting changes from last month's report and trends in the report.

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

Ms. Brown reviewed with the Board the upcoming state testing and preparations by school staff members.

[Mr. Ragley joined the meeting at 4:35 p.m.]

iii. Graduation Plans and End of Year Activities Update

Ms. Brown advised the Board that the high school graduation ceremony is scheduled for June 4, 2016, and encouraged Board members to attend. She reviewed the venue and number of students expected to graduate. Ms. Brown further reviewed recent school activities, including prom.

iv. Google Apps for Education

Ms. Brown reviewed with the Board the school's upcoming migration to Google Apps. She referred the Board to the FAQ document provided in the Board materials, advised them on the background to this change and any anticipated impact on stakeholders. Ms. Reaves provided an approximate timeline for this process to be completed, as well as the support to be in place for all school staff members.

v. 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 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.

i. Budget Development for the 2016-2017 School Year

Ms. Little provided the Board with an update on the budget presentation being developed with school leadership, and slated for consideration at a future Board meeting. She also noted that the upcoming budget would be based on the previously approved target enrollment figure.

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 Agenda, Ms. Taylor made the following motion and it was seconded by Ms. Wise as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the February 8, 2016 Board Meeting;
- b. Approval of Minutes from the March 1, 2016 Special Board Meeting;
- c. Approval of Staffing Report;
- d. Approval of Case Management Invoice(s);
- e. Approval of School Calendar for the 2016-2017 School Year;
- f. Approval of Staff Compensation Plan for the 2016-2017 School Year;
- g. Approval of Revision(s) to Employee Handbook;
- h. Approval of Revision(s) to 2015-2016 School Year State-Specific Handbook: Diploma Revisions; and
- i. Approval of Curriculum 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 Invoices for January, February and March

Ms. Taylor reviewed the January, February and March invoices as drawn from the financial report provided in the Board materials, and reviewed earlier in the meeting. She noted that Mr. Ellery had advised that he reviewed the invoices and found to be in order. Ms. Taylor asked the Board members whether they had any questions on the invoices or if any items required further explanation. There being no further discussion, Ms. Taylor made the following motion and it was seconded by Ms. Wise as follows:

RESOLVED, that the Connections Academy of Indiana, LLC invoices for January, in the amount of \$1,945,075.21, February, in the amount of \$1,965,292.19, and March, in the amount of \$2,646,193.34, as presented, are 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 state testing preparations, school improvement plan progress and school operations metrics.

c. Board Planning for the 2016-2017 School Year

Ms. Coleman discussed the planning for the 2016-2017 school year that Connections Academy has been working on with the school.

i. Proposed Meeting Schedule

Ms. Coleman advised that the consideration of the Board meeting schedule for the 2016-2017 school year will be included on the June Annual Meeting agenda. The Board confirmed their support of maintaining the current meeting schedule for the upcoming school year with the adjustment of moving the January and February Board meetings to the 4th Monday of each month due to the holidays.

ii. Board Composition

Ms. Coleman discussed the upcoming Annual Meeting in June with Board members, and the Director and Officer appointments that will be on the agenda for consideration. She further reminded the Board to notify the Board Chair if they wished to resign from the Board at the end of the year or change their officer position.

X. EXECUTIVE SESSION – IC § 5-14-1.5-6.1(b)(2)(B) to discuss initiation of litigation

The Board entered into Executive Session at 5:07 p.m. upon a motion made by Ms. Taylor, seconded by Ms. Wise and confirmed via a roll call vote of all Board members present, pursuant to Indiana Code IC § 5-14-1.5-6.1(b)(2)(B) to discuss initiation of litigation. Board members in attendance to begin the session were: Stacy Taylor and Erika Wise. Guests invited by the Board to attend were: Melissa Brown, Wayne Turner, Susan Stagner, Allison Reaves and Laura Coleman. All others left the meeting at this time.

The Board ended Executive Session and entered into open session at 5:17 p.m. upon a motion made by Ms. Taylor, seconded by Ms. Wise and confirmed via a roll call vote of all Board members present. No action was taken during Executive Session.

XI. Approval of Action(s) Necessary Based on Executive Session

This item was tabled.

XII. Adjournment and Confirmation of Next Meeting - Monday, May 16, 2016 at 4:30 p.m. ET

The next meeting is scheduled for May 16, 2016 at 4:30 p.m. A motion was made by Ms. Taylor, seconded by Ms. Wise adjourn the meeting at 5:17 p.m. The motion passed unanimously.