



APPROVED 02/09/15

**Indiana Connections Academy (INCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
Monday, January 26, 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 4:35 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: Cristina Ponto;

Guests Present: Melissa Brown, School Principal; Chandre Sanchez, Kim McMahan and Tony Brose, School staff; Erika Wise, Board Member Candidate (in person); Tonya Wesley, Allison Reaves, Brenda Little and Laura Karns, Connections staff (via phone).

III. Acceptance of Board Member Resignation: Cristina Ponto

Ms. Taylor reviewed the resignation of Ms. Ponto with the Board. The Board expressed their thanks and gratitude for Ms. Ponto's service on the Board. There being no further discussion, the following motion was made and seconded as follows:

RESOLVED, that the acceptance of the resignation of Cristina Ponto, effective immediately, is hereby approved.

The motion was approved unanimously.

IV. Review and Consideration of Board Member Candidate: Erika Wise

Ms. Taylor introduced Board member candidate, Erika Wise, to the Board. Ms. Wise reviewed her biographical information with the Board, as well as her interest in serving on the Board.

[Ms. Wise left the meeting at 4:40 p.m.]

The Board members discussed her candidacy and expressed their belief that she would be a good fit for the Board. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Board supports the Board Member candidacy of Ms. Erika Wise, pending successful background check clearance, as discussed, is hereby approved.

The motion passed unanimously.

[Ms. Wise rejoined the meeting at 4:42 p.m.]

V. Public Comment

There were no public comments at this time.

VI. 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 January 26, 2015 meeting of the Board of Directors of Indiana Connections Academy, as presented, is hereby approved.

The motion passed unanimously.

VII. Audit Committee, Committee of the Entire Board

a. Review and Acceptance of the 2012-2013 Fiscal Year Audit Report

Ms. Little reviewed the audit report for fiscal year ending June 30, 2013, as included in the Board materials. She highlighted key aspects of the report and discussed the audit firm's process and results. The Board discussed the audit report in detail. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Fiscal Audit for the year ended June 30, 2013, as presented, is hereby accepted.

The motion passed unanimously.

VIII. Oral Report

a. Principal's Report

i. Introduction of New High School Principal

Ms. Brown introduced the new High School Principal, Ms. Sanchez, to the Board. Ms. Sanchez discussed her biographical information and previous experience with the Board.

ii. Enrollment and Staffing Update

Ms. Brown reviewed the Monthly School Report (MSR) and the school's current enrollment numbers with the Board. She also updated the Board on current school staffing based on enrollment.

iii. Update on State-Specific School Handbook: Abusive Learning Coach/ Caretaker Policy

Ms. Brown provided the Board with an update regarding a minor language change in the recently Board-approved Abusive Learning Coach/Caretaker Policy for the school, which provides the school with recourse in the event that a learning coach or caretaker acts in an improper manner with school staff members. Ms. Brown advised that, following feedback from Counsel, the term

"due process" has been changed to "grievance policy" throughout the policy. Board members did not express any concern with the language change.

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 with Ms. Brown.

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.

IX. 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 December 1, 2014 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Case Management Invoice(s);
- d. Approval of School Enrollment Opening for the 2015-2016 School Year;
- e. Approval of Agreements for Student Enrollment for the 2015-2016 School Year Regulatory Program Description, Parent/Legal Guardian (Caretaker) Acknowledgement and Designated Learning Coach Agreement;
- f. Approval of Revision(s) to the 2014-2015 School Year State-Specific School Handbook: Internet Subsidy Program (ISP);
- g. Approval of 2015-2016 School Year General School Handbook; and
- h. Approval of 2015-2016 School Year State-Specific School Handbook; are hereby approved.

The motion passed unanimously.

X. Action Items

a. Approval of Connections Academy of Indiana, LLC Invoices for November and December

Mr. Rhinesmith reviewed in detail the November and December 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 November, in the amount of \$1,719,753.81 and December, in the amount of \$1,778,112.44, as presented, is hereby approved.

The motion passed unanimously.

b. Approval of Board Designee on Connections Education Curriculum Advisory Panel

Ms. Karns reviewed the Connections Education Curriculum Advisory Panel with the Board. The Board discussed the purposes of the panel and requested this item be tabled to a future meeting.

c. Approval of Funded Enrollment Target for the 2015-2016 School Year

Ms. Brown reviewed the proposed enrollment target for the 2015-2016 school year of 3,850 students and sought Board input in regards to the number. The Board had a discussion and agreed that this was a good target to set for the upcoming school year based on staffing and budget. The motion was made and seconded as follows:

RESOLVED, that funded enrollment target for the 2015-2016 school year, as presented, is hereby approved.

The motion passed unanimously.

XI. Information Items

a. State Relations Update

The Board reviewed Ms. Stagner's written update on legislative activities which may impact the school.

b. Upcoming LiveLesson® Sessions

Ms. Karns presented this item to the Board. She reminded the Board they will be receiving links soon for LiveLesson® sessions for the upcoming Board consideration of the Curriculum and Outreach Plans for the 2015-2016 School Year. Ms. Karns advised the Board that these recorded presentations are a more in-depth look at the plans prior to the Board meeting presentations and documentation.

XII. Executive Session – Employee Concerns and School Leader Performance Review - IC§ 5-14-1.5-6.1(b)(9) to discuss a job performance evaluation of individual employees

The Board entered into Executive Session at 5:22 p.m. via a roll call vote of all Board members present, pursuant to Indiana Code § 5-14-1.5-6.1(b)(9) to discuss employee concerns. Board members in attendance to begin the session were: Stacy Taylor, Robbie Rhinesmith and Richard Ellery. Guests invited by the Board to attend were: Tonya Wesley, Allison Reaves and Laura Karns. All others left the meeting at this time.

[Ms. Wesley left the meeting at 5:27 p.m.]

The Board continued Executive Session pursuant to Indiana Code § 5-14-1.5-6.1(b)(9) to discuss the school leader's performance review.

The Board ended Executive Session and entered into open session at 5:40 p.m. via a roll call vote. No action was taken during Executive Session.

XIII. Adjournment and Confirmation of Next Meeting on Monday, February 9, 2015 at 4:30 p.m. ET

The next meeting is scheduled for February 9, 2015 at 4:30 p.m. A motion was made and seconded to adjourn the meeting at 5:40 p.m. The motion passed unanimously.