



Indiana Online Learning Options, Inc. (IOLO)
BOARD MEETING

GOVERNING BOARD for:
Indiana Connections Academy (INCA)
Indiana Connections Career Academy (INCC)

Notice is hereby given to the members of the IOLO Board and the general public that the IOLO Board will hold a meeting open to the public on:

Date and Time:
Monday, May 21, 2018 at 4:30 p.m.

Held at the following location:
6640 Intech Boulevard, Suite 250
Indianapolis, IN 46278

Below is an agenda of all items scheduled to be considered. Unless otherwise stated, items may be taken out of the order presented on the agenda at the discretion of the Chair. Reasonable efforts will be made to assist and accommodate persons with a disability. Please contact Melissa Brown at 317-550-3188. Requests should be made as early as possible to arrange the accommodation; no later than twenty-four (24) hours prior to the meeting.

BOARD AGENDA

- I. Call to Order – S. Taylor
- II. Roll Call – S. Taylor
- III. Confirmation of Board Member: Ravi Shah – S. Taylor
- IV. Acceptance of Resignation of Board Member: McKenzie Rogers (attached) – S. Taylor
- V. Public Comment

The Board welcomes participation by the members of the public both in-person and telephonically. To address an item on the agenda, before the scheduled start of the meeting, an individual must write their name and a short description of the agenda item on which they wish to comment on the card provided and submit this to the Chair, along with any materials they want to have distributed to Board. Individuals who wish to address the Board telephonically must contact the school principal by phone or by email at least twenty four (24) hours before the scheduled start of the Board meeting. If the individual wants to provide any written materials to the Board, these should be emailed to the School Principal at least twenty four (24) hours before the scheduled start of the meeting.

The total time for any individual to present, either in person or via telephone, on an item on the agenda shall not exceed three (3) minutes, unless the Board grants additional time.

Individuals desiring to make a formal presentation to the Board on an item not on the agenda but desiring it be placed on the agenda must provide notice and written submissions detailing the subject of the presentation to the School Principal at least fourteen (14) days prior to the meeting. Any such presentations shall not exceed fifteen (15) minutes in duration, unless otherwise permitted by the Chair.

To view the Board Public Comment Policy, visit the school's "Our School Board" page at www.connectionsacademy.com

- VI. Audit Committee, Committee of the Entire Board
 - a. Approval of Audit Firm Engagement for the 2018-2019 School Year Financial Audit (attached) – B. Little

- VII. Routine Business
 - a. Approval of Agenda – S. Taylor

- VIII. Oral Report
 - a. School Leader's Report (School Leader's Report to follow) (MSR's attached) – M. Brown
 - i. INCA Report
 - 1. Update on Graduation Plans and End of Year Activities
 - 2. Update on State Testing
 - ii. INCC Report
 - 1. Update on End of Year Activities
 - b. Financial Report – B. Little
 - i. INCA Financial Report (attached)
 - ii. INCC Financial Report (attached)

- IX. Consent Items
 - a. Approval of Minutes from the February 26, 2018 Board Meeting (attached)
 - b. Approval of Staffing Report for INCA (attached)
 - c. Approval of Staffing Report for INCC (attached)
 - d. Approval of Connections Education Invoices for February, March, and April: INCA (attached)
 - e. Approval of Connections Education Invoices for Preliminary Startup Costs, February, March, and April: INCC (attached)
 - f. Approval of Case Management Invoice(s): INCA (attached)
 - g. Approval of Revision(s) to Fiscal Controls Policy (attached)
 - h. Approval of School Calendar for the 2018-2019 School Year: INCA (attached)
 - i. Approval of School Calendar for the 2018-2019 School Year: INCC (attached)
 - j. Approval of Staff Compensation Plan for the 2018-2019 School Year: INCA (attached)
 - k. Approval of Staff Compensation Plan for the 2018-2019 School Year: INCC (attached)
 - l. Approval of Revision(s) to Employee Handbook: INCA (attached)
 - m. Approval of Revision(s) to Employee Handbook: INCC (attached)
 - n. Approval of Board President as Board Designee to Approve Summer Staffing Decisions for the 2018-2019 School Year: INCA and INCC
 - o. Approval of Supplemental Educational Products and Services for the 2018-2019 School Year: Case Management/Live Speech Contract for INCA (attached)

- X. Action Items
 - a. Approval of Revision(s) to Funded Enrollment Target for the 2018-2019 School Year: INCC – M. Brown
 - b. Approval of the 2018-2019 School Year Budget and Fee Schedule for Indiana Connections Academy (to follow) – B. Little
 - c. Approval of 2018-2019 School Year Budget and Fee Schedule for Indiana Connections Career Academy (to follow) – B. Little

- XI. Information Items
 - a. State Relations Update – S. Stagner
 - b. Partner School Leadership Team (PSLT) Update – R. Lambert
 - i. School Operations Metrics: INCA (attached)
 - ii. School Operations Metrics: INCC (attached)
 - iii. Curriculum for the 2018-2019 School Year (attached)
 - iv. Planning for School Leader Performance Review
 - c. Outreach Plans for the 2018-2019 School Year: INCA and INCC (attached) – M. Brown
 - d. Board Planning for the 2018-2019 School Year – K. DeGroff
 - i. Proposed Meeting Schedule
 - ii. Board Composition
 - e. Board Recruitment Update – S. Taylor

XII. Adjournment and Confirmation of Annual Meeting - Monday, June 18, 2018 at 4:30 p.m. ET

CONSENT ITEMS

The Chair will ask members what items, if any, they want removed from the consent agenda for discussion. If any member asks that an item be moved, it will be moved to the Action Items. After any items have been removed, the Chair will read out the remaining consent items and ask for their adoption in one motion if there is no objection.

a. Approval of Minutes from the February 26, 2018 Board Meeting

PRESENTER IF MOVED TO ACTION ITEMS: Kristin DeGross

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The minutes from the meeting of the Board of Directors are being presented for approval.

b. Approval of Staffing Report for INCA

PRESENTER IF MOVED TO ACTION ITEMS: Melissa Brown

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The staffing report as provided with the Board materials outlines several candidates that the Principal is recommending for hire. The staffing report includes the candidate's name, area for hire, compensation rate, bonus potential and start date and is being presented to approval. The Staffing Report also provides information on departing employees, the reasons for their departure, as well as any employees receiving promotions for Board review and approval.

c. Approval of Staffing Report for INCC

PRESENTER IF MOVED TO ACTION ITEMS: Melissa Brown

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The staffing report as provided with the Board materials outlines several candidates that the Principal is recommending for hire. The staffing report includes the candidate's name, area for hire, compensation rate, bonus potential and start date and is being presented to approval. The Staffing Report also provides information on departing employees, the reasons for their departure, as well as any employees receiving promotions for Board review and approval.

d. Approval of Connections Education Invoices for February and March: INCA

PRESENTER IF MOVED TO ACTION ITEMS: Brenda Little

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The invoices as they relate to the financial report reviewed earlier in the meeting are recommended for approval. Board approval of the invoices and authorization to make payment via wire based upon availability of funds is requested.

e. Approval of Connections Education Invoices for Preliminary Startup Costs, February, and March: INCC

PRESENTER IF MOVED TO ACTION ITEMS: Brenda Little

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The invoices as they relate to the financial report reviewed earlier in the meeting are recommended for approval. Board approval of the invoices and authorization to make payment via wire based upon availability of funds is requested.

f. Approval of Case Management Invoice(s): INCA

PRESENTER IF MOVED TO ACTION ITEMS: Brenda Little

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The LiveSpeech invoice(s) as included in the Board package, are recommended for approval. Board approval of the invoices and authorization to make payment via wire based upon availability of funds is requested.

g. Approval of Revision(s) to Fiscal Controls Policy

PRESENTER IF MOVED TO ACTION ITEMS: Brenda Little

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Included in the Board materials is a revised version of the Board's Fiscal Controls Policy. The policy contains required language in order to remain compliant with state statutes. Board approval of the revised policy is requested.

h. Approval of School Calendar for the 2018-2019 School Year: INCA

PRESENTER IF MOVED TO ACTION ITEMS: Melissa Brown

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The school calendar for INCA has been reviewed by the school's leadership team and POBL, and Board approval is requested.

i. Approval of School Calendar for the 2018-2019 School Year: INCC

PRESENTER IF MOVED TO ACTION ITEMS: Melissa Brown

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The school calendar for INCC has been reviewed by the school's leadership team and POBL, and Board approval is requested.

j. Approval of Staff Compensation Plan for the 2018-2019 School Year: INCA

PRESENTER IF MOVED TO ACTION ITEMS: Ray Lambert

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The School Staff Compensation Plan for the 2018-2019 school year has been included in the Board materials and outlines the base salaries and additional incentives for teachers and selected staff members. The Staff Compensation Plan has been reviewed and agreed to by school leadership, and Board adoption of the Plan for the 2018-2019 school year is requested.

k. Approval of Staff Compensation Plan for the 2018-2019 School Year: INCC

PRESENTER IF MOVED TO ACTION ITEMS: Ray Lambert

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The School Staff Compensation Plan for the 2018-2019 school year has been included in the Board materials and outlines the base salaries and additional incentives for teachers and selected staff members. The Staff Compensation Plan has been reviewed and agreed to by school leadership, and Board adoption of the Plan for the 2018-2019 school year is requested.

l. Approval of Revision(s) to the Employee Handbook: INCA

PRESENTER IF MOVED TO ACTION ITEMS: Melissa Brown

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Included in the Board materials is a memo detailing proposed revision(s) to the INCA Employee Handbook. Board approval of these documents is requested.

m. Approval of Revision(s) to the Employee Handbook: INCC

PRESENTER IF MOVED TO ACTION ITEMS: Melissa Brown

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Included in the Board materials is a memo detailing proposed revision(s) to the INCC Employee Handbook. Board approval of these documents is requested.

n. Approval of Board President as Board Designee to Approve Summer Staffing Decisions for the 2018-2019 School Year: INCA and INCC

PRESENTER IF MOVED TO ACTION ITEMS: Melissa Brown

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: To facilitate the hiring during the summer months, the Board is asked to designate the Board President to approve all hiring decisions on behalf of the Board, that are recommended by the school leader, for the 2018-2019 school year until the August meeting. The Board's designation of this task would include staffing decisions made through the time of the August meeting and the Board would then begin to review and consider a Staffing Report at the September meeting. Board approval of this designation is requested.

o. Approval of Supplemental Educational Products and Services for the 2018-2019 School Year: Case Management/Live Speech for INCA

PRESENTER IF MOVED TO ACTION ITEMS: Melissa Brown

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Included in the Board meeting materials is a memo detailing the school's proposal to offer supplemental educational products and services for the 2018-2019 school year, specifically Live Speech, to be included within the budgetary limits approved by the Board. Board approval of the supplemental educational products and services proposal, as presented, is requested.

Motion: _____ **Second:** _____

Ayes: _____ **Nays:** _____

ACTION ITEMS

a. Approval of Revision(s) to Funded Enrollment Target for the 2018-2019 School Year: INCC

PRESENTER: Melissa Brown

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. Brown will recommend a proposed 2018-2019 school year enrollment target, as discussed and taking into consideration feedback from the Board at the last meeting. Ms. Brown will review the proposed target and ask the Board to set a revised funded enrollment target for the 2018-2019 school year.

Motion: _____ **Second:** _____

Ayes: _____ **Nays:** _____

b. Approval of 2018-2019 School Year Budget and Fee Schedule for Indiana Connections Academy

PRESENTER: Brenda Little

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. Little will provide a detailed review of the budget and fee schedule for the 2018-2019 school year for Indiana Connections Academy. She will review the process for compiling the budget, including the contributions of the Board Designee(s), as well as the accompanying fee schedule for the 2018-2019 school year that is derived directly from the budget. Board approval of the 2018-2019 school year budget and fee schedule is requested.

Motion: _____ **Second:** _____

Ayes: _____ **Nays:** _____

c. Approval of 2018-2019 School Year Budget and Fee Schedule for Indiana Connections Career Academy

PRESENTER: Brenda Little

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. Little will provide a detailed review of the budget and fee schedule for the 2018-2019 school year for Indiana Connections Career Academy. She will review the process for compiling the budget, including the contributions of the Board Designee(s), as well as the accompanying fee schedule for the 2018-2019 school year that is derived directly from the budget. Board approval of the 2018-2019 school year budget and fee schedule is requested.

Motion: _____ **Second:** _____

Ayes: _____ **Nays:** _____