



APPROVED 04/19/2021

Indiana Online Learning Options, Inc. (IOLLO)

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

MINUTES OF THE BOARD OF DIRECTORS MEETING

Monday, February 22, 2021 at 4:30 p.m.

**Held via teleconference due to State Precautions regarding Public Health and Safety
During COVID-19 Pandemic:**

866-365-4406; Access Code: 561-7237#

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 was open to the public and held via teleconference due to state precautions regarding public health and safety during the COVID-19 pandemic.

II. Roll Call

Board Members Present: Stacy Taylor, Lori Lego, Andrew Norris, and Tara Saxon (via phone);

Guests Present: Chandre Sanchez Reyes, Executive Director; Kelly Simone, Tony Brose, Beth Pychinka, and Brooke Severs, School staff; Micah Smith, Member of the Public; Melissa Brown, Kristen Woods, Kristin DeGross, Stacy Husk, Megan Holston, and Tracey Gianoni, Online & Blended Learning (OBL) 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. There being no changes noted, Ms. Taylor made the following motion and it was seconded by Mr. Norris as follows:

RESOLVED, that the Agenda for the February 22, 2021 Meeting of the Board of Directors of Indiana Online Learning Options, as presented, is hereby approved.

A roll call vote was conducted; the motion was approved unanimously.

V. **Audit Committee, Committee of the Entire Board**

a. Acceptance of 2019-2020 Fiscal Year Audit Report: INCA and INCC

Ms. Gianoni advised of the work done with the schools' audit firm, Clifton Larson Allen LLP, on the annual audit. She reviewed the audit report for INCA and INCC for the fiscal year ending June 30, 2020, as included in the Board materials. Ms. Gianoni highlighted key aspects of the report, and related to the Board that the audit firm indicated a qualified opinion with no significant misstatements or findings, which is the best report the schools can receive. Board members discussed the audit reports, and expressed their satisfaction with the school and Online and Blended Learning (OBL) for the results. There being no further discussion, Ms. Taylor made the following motion and it was seconded by Mr. Norris as follows:

RESOLVED, that the 2019-2020 Fiscal Year Audit Report: INCA and INCC, as discussed, is hereby approved.

A roll call vote was conducted; the motion was approved unanimously.

VI. **Oral Reports**

a. Executive Directors Report

i. Update on Graduation Plans and Student Activities

Ms. Sanchez Reyes provided a brief update on the Monthly School Reports.

Mr. Brose reviewed upcoming standardized testing for the elementary grades, and highlighted INCA's first student teaching experience within a second grade class. He further discussed a middle school English department initiative launching in March, focused on introducing diverse authors and experiences to students.

Ms. Simone provided an update on INCA's high school graduation ceremony, which will be held in a socially distanced manner via automobile cavalcade to allow for students to receive diplomas in person. She further advised that a virtual version of the ceremony would be available to families unable to attend in person. Ms. Simone also advised that an in-person prom would not be held this spring, in line with recommendations from the CDC.

Ms. Sanchez Reyes provided an update on INCC's graduation ceremony, which is currently being planned in the same manner as INCA, at an alternate location. She further advised that plans for a virtual co-prom with INCA were underway.

ii. Update on Winter Leadership Retreat

Ms. Sanchez Reyes reported to the Board on the Winter Leadership Retreat that she recently attended virtually, including professional development initiatives and networking opportunities.

iii. Student Spotlight: INCA HS Academic MTSS

Ms. Pychinka and Ms. Severs provided a brief overview of INCA's Academic MTSS, and advised of the included Response to Intervention (RTI) processes. Ms. Pychinka discussed the intervention cycles taking place each semester, as well as the assessments and tracking tools used to monitor student success.

b. Financial Report

i. INCA Financial Report

Ms. Gianoni reviewed the revenue and expense statements for INCA as included in the Board materials. She reviewed the financials and the forecasted expenses, including enrollment funding, projected fund balance, and specific expenses.

ii. INCC Financial Report

Ms. Gianoni reviewed the revenue and expense statements for INCC as included in the Board materials. She reviewed the financials and the forecasted expenses, including enrollment funding, projected fund balance, and specific expenses.

[Ms. Pychinka and Ms. Severs left the meeting at 4:53 p.m.]

VII. Consent Items

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. Norris as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the January 25, 2021 Board Meeting;
- b. Approval of Staffing Report for INCA;
- c. Approval of Staffing Report for INCC;
- d. Approval of Online & Blended Learning Invoices for June 2020 (# 91000007119) and January 2021 (# 91000007117): INCA;
- e. Approval of Online & Blended Learning Invoices for June 2020 (# 91000007120) and January 2021 (# 91000007118): INCC; and
- f. Approval of Revision(s) to Employee Handbook: Term of Project (TOP) Updates; are hereby approved.

A roll call vote was conducted; the motion was approved unanimously.

VIII. Action Items

- a. Approval of Statement of Agreement (SOA) with Online & Blended Learning (OBL)

Ms. Woods provided an update on the Charter Renewal process and document submissions made to Ball State University, and advised that a response was expected in the coming weeks. She further advised that the SOA with OBL was currently under review by Board Counsel, and that a final draft is expected for Board consideration at the April meeting.

This item was tabled.

IX. Information Items

- a. State Account Relations (STAR) Update

Ms. Woods provided the Board with an update on recent legislative activities which may impact the school.

- i. STAR Service Spotlight: SFS- What We Do

Ms. Holston provided an overview of services delivered by School Financial Services (SFS) regarding financial support, including budget planning, audit assistance, and accurate financial reporting to ensure compliance with legal and regulatory requirements.

b. Partner School Leadership Team (PSLT) Update

Ms. Brown presented to the Board on behalf of Online & Blended Learning's (OBL) School Leadership Team, and advised of her ongoing communications with Ms. Sanchez Reyes to ensure student success.

c. Board Member Recruitment

Ms. Woods provided the Board with an update on ongoing Board member recruitment efforts. She introduced Ms. Smith to the Board, and advised of her interest in Board membership. Ms. Smith provided background on her credentials and professional accomplishments, as well as her passion for diversifying and differentiating the educational experience for all students. Board members thanked Ms. Smith for her interest in Board membership, and requested that Ms. DeGross follow up with Ms. Taylor and Ms. Smith prior to the next meeting on next steps for membership.

d. Board Member Self Evaluation Review

Ms. Taylor reminded the Board of the self-evaluation review conducted earlier in the school year. Board members discussed contents of the review with Ms. DeGross and various members of the OBL team.

e. Outreach Plan for the 2021-2022 School Year

Ms. Husk presented this item to the Board. She reviewed the schools' proposed Outreach Plan for the upcoming school year, as included in the Board materials. Ms. Husk highlighted current and projected enrollment numbers for INCA and INCC, as well as planned activities for student recruitment. Board members had discussion on the outreach plans and specific activities.

X. Adjournment and Confirmation of Next Meeting - Monday, April 19, 2021 at 4:30 p.m. ET

The next meeting is scheduled for April 19, 2021 at 4:30 p.m. A motion was made by Ms. Taylor, and seconded by Mr. Norris to adjourn the meeting at 5:25 p.m. The motion passed unanimously.