



APPROVED 09/21/2020

Indiana Online Learning Options, Inc. (IOLo)

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

MINUTES OF THE BOARD OF DIRECTORS MEETING
Monday, August 17, 2020 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: Lori Lego, Stacy Taylor, and Andrew Norris (via phone);

Board Members Absent: Tara Saxon;

Guests Present: Chandre Sanchez Reyes, Executive Director; Tony Brose and Stephanie Chi, School staff; Melissa Brown, Kristen Woods, Emily Lee, Megann Arthur, and Tracey Gianoni, Online & Blended Learning (OBL) staff (via phone).

III. Public Comment

There were no public comments at this time.

IV. Audit Committee, Committee of the Entire Board

a. Approval of Audit Firm Engagement for the 2019-2020 School Year Financial Audit

Ms. Gianoni advised the Board that the audit firm engagement letter was not available at this time, and would be presented at a future meeting.

V. Routine Business

a. Approval of Agenda

Ms. Taylor asked the Board to review the Agenda distributed prior to the meeting. The Board expressed their desire to add an additional Action Item: (b) Ratification of Amendment to the Charter Contract with Ball State University: INCA. There being no further changes noted, Ms. Taylor made the following motion and it was seconded by Ms. Norris as follows:

RESOLVED, that the Agenda for the August 17, 2020 Meeting of the Board of Directors of Indiana Online Learning Options, as amended, is hereby approved.

The motion was approved unanimously.

VI. Oral Reports

a. Executive Director's Report

i. Using Benchmark Assessments to Assess Student Progress

Ms. Sanchez Reyes did not present this item at this time.

ii. Update on Back to School Activities, Staffing and Training for INCA and INCC

Ms. Sanchez Reyes discussed with the Board recent back to school activities for both INCA and INCC, including the successful number of welcome calls made by staff, as well as staffing efforts. Additionally, school staff provided the Board with an update on back to school activities.

[Ms. Chi left the meeting at 4:38 p.m.]

iii. Update on Enrollment and Staffing for INCA and INCC / COVID-19 Related Changes

Ms. Sanchez Reyes presented this item to the Board and advised of the current enrollment numbers, as well as the number of waitlisted enrollees.

[Ms. Chi rejoined the meeting at 4:39 p.m.]

The Board discussed the waitlisted enrollees and enrollment cap in detail with Ms. Sanchez Reyes.

iv. Update on Connections Academy Summer Leadership Conference

Ms. Sanchez Reyes discussed the recent Connections Academy Leadership Conference, held virtually. She reviewed the topics covered at the retreat, as well as mentoring and networking opportunities for her and other school leadership team members. Ms. Sanchez Reyes further advised of the work the school leadership team members undertook during the conference setting statements for student engagement, achievement and graduation, as well as discussion of refinements of the response to intervention process.

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.

1. Unaudited 2019-2020 Financial Results

Ms. Gianoni reviewed the unaudited financial results from the previous school year for INCA with the Board.

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.

1. Unaudited 2019-2020 Financial Results

Ms. Gianoni reviewed the unaudited financial results from the previous school year for INCC with the Board.

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 June 15, 2020 Annual 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: INCA;
- e. Approval of Online & Blended Learning Invoices for June: INCC; and
- f. Approval of Revision(s) to the 2020-2021 School Year State Specific School Handbooks for INCA and INCC: Multiple Updates; are hereby approved.

The motion was approved unanimously.

VIII. Action Items

a. Approval of Partnership(s) with Universities for Pre-Service Teaching Programs

Ms. Sanchez Reyes presented this item to the Board. Ms. Sanchez Reyes advised the Board of the universities the school is interested in partnering with for pre-service teaching programs. There being no further discussion, Ms. Taylor made the following motion and it was seconded by Mr. Norris as follows:

RESOLVED, that the partnership(s) with universities for pre-service teaching programs, as discussed, are hereby approved.

The motion was approved unanimously.

b. Ratification of Amendment to the Charter Contract with Ball State University: INCA

Ms. Arthur presented this item to the Board, reminding the Board that the components of the amendment had been discussed at a previous Board meeting. There being no further discussion, Ms. Taylor made the following motion and it was seconded by Mr. Norris as follows:

RESOLVED, that the Ratification of Amendment to the Charter Contract with Ball State University: INCA, as discussed, is hereby approved.

The motion passed unanimously.

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.

b. Partner School Leadership Team (PSLT) Update

i. School Operations Metrics: INCA and INCC

Ms. Brown reviewed the data included in the Board materials, highlighting INCC and INCA's performances as compared with other OBL partnering schools of similar size and years in operation.

c. Board Relations Update

i. Conflict of Interest Statements and Background Check Reminders

Ms. Arthur thanked the Board members for prompt completion of their annual conflict of interest statements.

d. Board Member Recruitment

Ms. Woods provided the Board with an update on ongoing Board Member recruitment efforts.

X. Adjournment and Confirmation of Next Meeting - Monday, September 21, 2020 at 4:30 p.m. ET

The next meeting is scheduled for September 21, 2020 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.