



APPROVED 08/16/2021

Indiana Online Learning Options, Inc. (IOLo)

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

MINUTES OF THE ANNUAL BOARD OF DIRECTORS MEETING

Monday, June 21, 2021 at 4:30 p.m.

Held at the following location:

6640 Intech Boulevard, Suite 101
Indianapolis, IN 46278

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

I. Call to Order

Ms. Taylor called the meeting to order at 4:43 p.m. when all participants were present and able to hear each other. The meeting was open to the public to attend.

II. Roll Call

Board Members Present: Stacy Taylor, Micah Smith, and Andrew Norris (in person);

Board Members Joined During Meeting: Tara Saxon (in person);

Board Members Absent: Lori Lego;

Guests Present: Stephanie Chi, School staff (in person at the school location); Chandre Sanchez Reyes, Executive Director; Kelly Simone, School staff; Melissa Brown, Kristen Woods, Kristin DeGroff, Sonali Rogers, and Stacey Husk, Pearson Virtual Schools 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 June 21, 2021 Annual 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. Oral Reports

a. Executive Director's Report

i. Update on End of Year Activities

Ms. Sanchez Reyes advised of the schools' work to monitor enrollment for the 2021-2022 school year.

ii. Update on Back to School Activities

Ms. Sanchez Reyes discussed the return date for school staff for the 2021-2022 school year, as well as an upcoming retreat for the schools' leadership teams.

Ms. Simone provided an update on back to school planning efforts for INCA's high school team, as well as discussed summer school course completion rates. She advised of the school's successful graduation ceremony, and provided positive testimonials from families at the school.

Ms. Chi provided an update on INCC's recent graduation ceremony, as well as daily contact rates for students enrolled in summer school courses. She advised of the school's work to qualify for National Institute for STEM Education (NISE) certification, including the staff's work to submit assignments related to the certification.

b. Strategic Plan Report

Ms. Sanchez Reyes reminded the Board of the progress made during the 2019-2020 and 2020-2021 school years towards achieving the goals as set forth in the Strategic Plan. She advised that all goals had been met. The Board discussed the potential for the creation of a new Strategic Plan to reflect the schools' and Board's goals moving forward, and advised of their intent to create a Plan when state level testing data and accountability grades are available to the schools.

[Ms. Saxon joined the meeting at 4:50 p.m.]

c. Financial Report

i. INCA Financial Report

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

ii. INCC Financial Report

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

VI. 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. The Board moved Consent Item (i) Approval of Revision(s) to Board Policy: Electronic Communications Policy, to Action Items for discussion. There being no further 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 May 17, 2021 Board Meeting;
- b. Approval of Staffing Report for INCA;
- c. Approval of Staffing Report for INCC;
- d. Approval of Pearson Invoices for May: INCA (# 91000008008);
- e. Approval of Pearson Invoices for May: INCC (# 91000008003);
- f. Approval of Board Meeting Schedule for the 2021- 2022 School Year;
- g. Approval of Board Treasurer Advancing Funds for Payment of Pearson Invoice(s); and
- h. Approval of Federal Title Funding Plan Documentation for INCA & INCC: Homeless Students Policy Updates; are hereby approved.

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

VII. Action Items

Approval of Revision(s) to Board Policy: Electronic Communications Policy

Ms. DeGross reviewed recent legislative updates regarding electronic communications for Board meetings. She discussed Ms. Sanchez Reyes' recent communications to the schools' authorizer to ensure alignment with authorizer policies regarding electronic communications, and requested a designee to finalize and execute the policy upon feedback from BSU. Ms. Taylor volunteered as designee. There being no further discussion, Ms. Taylor made the following motion and it was seconded by Mr. Norris as follows:

RESOLVED, the Board Chair as Board Designee to work with the School Leader to Review, Finalize, and Execute Revision(s) to Board Policy: Electronic Communications Policy, as discussed, is hereby approved.

The motion passed unanimously.

a. Approval of Directors

Ms. DeGross advised the Board that one (1) Board member's term was up for renewal at this meeting, Micah Smith. Following Ms. Smith's confirmation that she wished to continue on the Board, discussion was held on the renewal of her term. There being no further discussion, Ms. Taylor made the following motion and it was seconded by Ms. Saxon as follows:

RESOLVED, that the re-appointment of Micah Smith to the Indiana Online Learning Options, Inc. Board of Directors, as Class 3 Director, for a term of three (3) years to the 2024 Annual Meeting, as discussed, is hereby approved.

The motion passed unanimously.

b. Approval of Officers for the 2021-2022 School Year

Ms. DeGross presented this item to the Board. She reviewed with the Board each Officer position as set out in the Board-adopted Bylaws, and advised the Board that all positions would be for a term until the Annual Meeting 2022. Nominations were opened for each position. Following the closure of nominations, and there being no further discussion, Ms. Taylor made the following motion and it was seconded by Mr. Norris as follows:

RESOLVED, that the appointment of:

Stacy Taylor, Board President;
Andrew Norris, Board Treasurer; and
Lori Lego, Board Secretary; as discussed, are hereby approved.

The motion was approved unanimously.

VIII. 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

Ms. Brown presented to the Board on behalf of Pearson's Partner School Leadership Team. She provided a brief update on the upcoming School Leadership Retreat hosted by Pearson, and advised of the keynote speaker slated to address the virtual attendees.

c. Results of Parent Satisfaction Surveys for INCA & INCC

Ms. Sanchez Reyes reviewed the results of the Parent Satisfaction Surveys, included in the Board meeting materials, in detail with the Board. She noted that a third party independent vendor conducted the surveys. The Board reviewed the results in detail.

d. Enrollment Projections Update: INCA & INCC

Ms. Husk provided the Board with the most up-to-date enrollment numbers. She reminded the Board of the schools' projected enrollment numbers as discussed earlier in the year, as well as adjustments being made in outreach efforts to assist in increased enrollment for the upcoming school year.

IX. EXECUTIVE SESSION - IC § 5-14-1.5-6.1(b)(9) School Leader Performance Review - to discuss job performance evaluation of individual employees

The Board entered into Executive Session at 5:27 p.m. upon a motion being made by Ms. Taylor, seconded by Mr. Norris and confirmed via a roll call vote of all Board members present to discuss School Leader Performance Review pursuant to IC § 5-14-1.5-6.1(b)(9) to discuss job performance evaluation of individual employees. Board members present were: Ms. Taylor, Ms. Smith, Mr. Norris, and Ms. Saxon. Guests present were: Melissa Brown and Kristin DeGroff. All others left the meeting at this time.

After the Board concluded their discussion, the Board resumed their open session at 5:36 p.m. upon a motion being made by Ms. Taylor, seconded by Mr. Norris and confirmed via roll call vote of all Board members present. No action was taken during Executive Session.

X. Approval of Action(s) Necessary based on Executive Session

a. Approval of School Leader Compensation for the 2021-2022 School Year

Ms. Taylor reminded the Board of the discussion regarding the School Leader compensation during the Executive Session, and requested Board approval. There being no further discussion, Ms. Taylor made a motion and it was seconded by Mr. Norris as follows:

RESOLVED, that the School Leader compensation for the 2021-2022 school year with a total potential compensation of \$140,000, as discussed, is hereby approved.

The motion passed unanimously.

XI. Adjournment and Confirmation of Next Meeting - Monday, August 16, 2021 at 4:30 p.m. ET

The next meeting is scheduled for August 16, 2021 at 4:30 p.m. A motion was made by Ms. Taylor, and seconded by Mr. Norris to adjourn the meeting at 5:37 p.m. The motion passed unanimously.