



**APPROVED 11/18/2019**

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, October 21, 2019 at 4:30 p.m.

**Held at the following location and via teleconference:**  
6640 Intech Boulevard, Suite 250  
Indianapolis, IN 46278

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**I. Call to Order**

Ms. Taylor called the meeting to order at 4:39 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: Stacy Taylor, Tara Saxon, and Andrew Norris (in person);

Board Members Absent: Lori Lego;

Guests Present: Chandre Sanchez Reyes, Executive Director; Kristen Woods, POBL staff (in person); Kelly Simone, Stephanie Chi and Tony Brose, School staff; Melissa Brown, Kristin DeGross, and Tracey Gianoni, POBL staff (via phone).

**III. Confirmation of Appointment of Board Member, Tara Saxon**

Ms. DeGross reminded the Board of the September Board meeting appointment of Tara Saxon to the Board, and noted the successful completion of all background check requirements. She welcomed Ms. Saxon to the Board.

**IV. Public Comment**

There were no public comments at this time.

**V. 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 October 21, 2019 Meeting of the Board of Directors of Indiana Online Learning Options, as presented, is hereby approved.

The motion was approved unanimously.

## **VI. Oral Reports**

### **a. Executive Director's Report**

Ms. Chi, Mr. Brose, and Ms. Simone provided the Board with information regarding the successful contact rates with caretakers of students at INCA and INCC. The Board congratulated school staff on their accomplishments.

#### **i. State of the School Report and Final Results on 2018-2019 Goals: INCA and INCC**

Ms. Sanchez Reyes discussed last year's target enrollment goals as well as final enrollment numbers by grade level with the Board and reviewed the current enrollment and school goals. Ms. Sanchez Reyes reminded Board members that the staff worked closely with POBL staff on establishing this year's school goals, and reiterated that the school goals represent the major driver for the staff incentive plan. Ms. Sanchez Reyes related that the goals are created with the intention of improving school outcomes, the student and family experience, and to foster student achievements school-wide. Ms. Sanchez Reyes also reviewed with the Board the recent state testing data, and various school-wide initiatives for INCA and INCC's School Improvement Plans. The Board had discussion on the staff and student accomplishments over the past year, and thanked Ms. Sanchez Reyes for her thoroughness and partnership in the educational process.

### **b. Strategic Plan Report**

Ms. Sanchez Reyes reviewed specific items within the Strategic Plan, including the Board's current recruitment efforts to increase membership, as well as the timeline and processes for all annual audits. Board members discussed the Strategic Plan in detail.

### **c. Financial Report**

#### **i. Audit Update**

Ms. Gianoni presented this item to the Board. She advised of the anticipated timeline for completion of all audit materials, and noted that the process was ahead of schedule.

#### **ii. 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.

#### **iii. 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.

## **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 September 16, 2019 Board Meeting;
- b. Approval of Staffing Report for INCA;
- c. Approval of Staffing Report for INCC;
- d. Approval of Pearson Online & Blended Learning Invoices for September: INCA;
- e. Approval of Pearson Online & Blended Learning Invoices for September: INCC;
- f. Approval of Revision(s) to 2019-2020 School Year State Specific School Handbooks for INCA and INCC: General Revisions; and
- g. Approval of Federal Title Funding Documentation: Schoolwide Plan for INCA; are hereby approved.

The motion was approved unanimously.

#### **VIII. Action Items**

- a. Approval of School Focus Goals for the 2019-2020 School Year: INCA and INCC

Ms. Sanchez Reyes reviewed the school focus goals for the 2019-2020 school year included in the Board package with the Board. She advised that the staff worked closely with school leadership and POBL on establishing the school goals. She further reiterated to the Board that the school goals represent the major driver for the staff incentive plan. There being no further discussion, Ms. Taylor made the following motion and it was seconded by Mr. Norris as follows:

RESOLVED, that the school focus goals for the 2019-2020 school year for INCA and INCC, as presented, are hereby approved.

The motion passed unanimously.

#### **IX. Information Items**

- a. State & Strategic Client Relations (SSCR) 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 Online & Blended Learning's (POBL) School Leadership Team.

- i. School Operations Metrics: INCA and INCC

Ms. Brown reviewed the first quarter school operations metrics for INCA and INCC as included in the Board materials, highlighting the schools' performance as compared with other POBL partnering schools of similar size and years in operation.

- c. Board Member Recruitment

Ms. Taylor advised that updates on Board recruitment would be provided at a future meeting.

**X. Adjournment and Confirmation of Next Meeting - Monday, November 18, 2019 at 4:30 p.m. ET**

The next meeting is scheduled for November 18, 2019 at 4:30 p.m. A motion was made by Ms. Taylor, and seconded by Mr. Norris to adjourn the meeting at 5:27 p.m. The motion passed unanimously.