



**APPROVED 04/20/2020**

**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 24, 2020 at 4:30 p.m.

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

**I. Call to Order**

Ms. Taylor called the meeting to order at 4:35 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, Lori Lego, and Andrew Norris (in person);

Board Members Absent: Tara Saxon;

Guests Present: Kelly Simone, Tanya Lawalin, Amanda DeLivron, and Julie Meyer Bihl, School staff (in person); Chandre Sanchez Reyes, Executive Director; Tony Brose, Stephanie Chi, and Lisa Dailey, School staff; Allison Solesby, Kristen Woods, Kristin DeGroff, and Tracey Gianoni, Pearson 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 Ms. Lego as follows:

RESOLVED, that the Agenda for the February 24, 2020 Meeting of the Board of Directors of Indiana Online Learning Options, as presented, is hereby approved.

The motion was approved unanimously.

**V. Approval of Outreach Recruitment Targets for the 2020-2021 School Year for INCA and INCC**

Ms. Sanchez Reyes reviewed the proposed outreach recruitment targets for the 2020-2021 school year of 5,300 students for INCA and 806 students for INCC, and sought Board input in regards to the numbers. The Board had a discussion and agreed that these were good targets to set for the upcoming school year based on staffing and budget. Ms. Taylor made the following motion and it was seconded by Mr. Norris as follows:

RESOLVED, that proposed outreach recruitment target for the 2020-2021 school year for INCA and INCC, as discussed, are hereby approved.

The motion was approved unanimously.

## **VI. Oral Reports**

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

#### **i. Update on State Report Card**

Ms. Sanchez Reyes presented this item to the Board. She advised of the Hold Harmless status given to INCA for the next two academic years, and advised that INCC would be provided with a rating in the next academic year.

#### **ii. Update on State Testing**

Ms. Sanchez Reyes reviewed with the Board the upcoming state testing preparations for INCA and INCC by school staff.

[Ms. Woods joined the meeting at 4:41 p.m.]

#### **iii. Update on Graduation**

Ms. Simone provided an update on the recent Winter graduation ceremony held earlier in the month. She further advised the Board that the high school Spring graduation ceremonies for INCA and INCC are planned for May 28, 2020 and encouraged Board members to attend.

#### **iv. Update on Winter Leadership Retreat**

Ms. Sanchez Reyes reported to the Board on the Winter Leadership Conference that she recently attended, including professional development initiatives and networking opportunities. She also highlighted the mentoring opportunities available with veteran virtual school leaders.

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

Ms. Sanchez Reyes presented this item to the Board. She reviewed the school's progress on goals within the report, including enrollment levels for the second semester. Ms. Sanchez Reyes further discussed contacts made with Learning Coaches during the current school year, and advised of the staff's dedication to increasing contact rates. Additionally, she reviewed a recent meeting with Ball State University, the school's authorizer, and advised of upcoming leadership changes within the organization.

### **c. Student Spotlight: Choices Program**

Ms. Sanchez Reyes introduced Ms. Dailey, who presented this item to the Board. Ms. Dailey and additional staff members present at the meeting reviewed the Choices Program, which gives students the opportunity to earn 16 credits over four quarters, to allow for the opportunity to catch up to their school cohort. Ms. Dailey advised of the staff's alternative schedules and extended hours, which allows students access to

LiveLesson sessions outside of typical school hours. The Board thanked Ms. Dailey for her review of the program.

[Ms. Dailey left the meeting at 5:01 p.m.]

d. 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.

**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 27, 2020 Board Meeting;
- b. Approval of Staffing Report for INCA;
- c. Approval of Staffing Report for INCC;
- d. Approval of Pearson Online & Blended Learning Supplemental Invoice for June 2019: INCA;
- e. Approval of Pearson Online & Blended Learning Invoices for January: INCA;
- f. Approval of Pearson Online & Blended Learning Supplemental Invoice for June 2019: INCC;
- g. Approval of Pearson Online & Blended Learning Invoices for January: INCC;
- h. Approval of Revision(s) to Board Policies: Fiscal Controls Policy and Board Delegation Policy;
- i. Approval of School Calendar for the 2020-2021 School Year: INCA; and
- j. Approval of School Calendar for the 2020-2021 School Year: INCC; are hereby approved.

The motion was approved unanimously.

**VIII. Action Items**

There were no action items.

**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

i. School Operations Metrics

Ms. Solesby presented to the Board on behalf of Pearson Online & Blended Learning's (OBL) School Leadership Team. She reviewed the Operations Metrics data included in the Board materials for INCA and INCC, highlighting the schools' performance as compared with other OBL partnering schools of similar size and years in operation. Board members discussed metrics data and the availability of professional development sessions for school staff, with Ms. Solesby.

c. Board Member Recruitment

Ms. Woods provided a brief review of ongoing Board member recruitment.

**X. EXECUTIVE SESSION – IC § 5-14-1.5-6.1(b)(9) to discuss a job performance evaluation of individual employees**

The Board entered into Executive Session at 5:26 p.m. upon a motion made by Ms. Taylor, seconded by Mr. Norris and confirmed via a roll call vote of all Board members present, pursuant to Indiana Code IC § 5-14-1.5-6.1(b)(9) to discuss a job performance evaluation of individual employees. Board members in attendance to begin the session were: Stacy Taylor, Andrew Norris, and Lori Lego. Guests invited by the Board to attend were: Kristin DeGroff and Allison Solesby. All others left the meeting at this time.

The Board ended Executive Session and entered into open session at 5:36 p.m. upon a motion made by Ms. Taylor, seconded by Mr. Norris and confirmed via a roll call vote of all Board members present. No action was taken during Executive Session.

**XI. Adjournment and Confirmation of Next Meeting - Monday, April 20, 2020 at 4:30 p.m. ET**

The next meeting is scheduled for April 20, 2020 at 4:30 p.m. A motion was made by Ms. Taylor, and seconded by Mr. Norris to adjourn the meeting at 5:36 p.m. The motion passed unanimously.