



APPROVED 05/18/2020

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, April 20, 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 4:32 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, Tara Saxon, and Andrew Norris (via phone);

Guests Present: Chandre Sanchez Reyes, Executive Director; Tony Brose, Stephanie Chi, and Kelly Simone, School staff; Alan Chapman, Melissa Brown, 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 April 20, 2020 Meeting of the Board of Directors of Indiana Online Learning Options, as presented, is hereby approved.

The motion was approved unanimously.

V. Oral Reports

a. Executive Director's Report

i. Update on School Response to COVID-19: Graduation, State Testing, and End of Year Activities

Ms. Sanchez Reyes reviewed the school's response to the ongoing COVID-19 pandemic. She advised the Board of the school's planning for the upcoming high school graduation ceremony and reviewed the staff's current work to hold the ceremony in a virtual setting. Ms. Sanchez Reyes further discussed that standardized testing for the 2019-2020 school year had been cancelled by state mandate and advised that she would provide further information as it becomes available from the Indiana Department of Education. Additionally, she updated the Board on the cancellation of all in-person end of year activities and discussed a virtual end of year event for school staff.

Ms. Chi reviewed specific support mechanisms in place for INCC staff and families in regards to flexible scheduling amidst the Pandemic. Ms. Simone and Mr. Brose reviewed similar practices in place at INCA and advised that the staff is working with families on an individual basis to address their current needs.

ii. Student Spotlight: Middle School Math

Mr. Brose presented this item to the Board. He reviewed INCA's work to hold Professional Learning Communities (PLCs) by course content through Common Core, as well as the availability of Algebra in the eighth grade cohort. Board members thanked Mr. Brose for his commitment to excellence in mathematics.

iii. Strategic Plan Report

This item was not discussed.

b. OBL Products, Services, and Initiatives Update

Ms. Woods reviewed details within the Pearson Online & Blended Learning's (OBL) 2020-2021 Products, Services and Initiatives memo, as included in the Board materials. She reviewed upcoming program enhancements, planned product roll-outs, and specific initiatives that are high on the priority list of OBL for deployment to the school both within the next school year, and beyond. Ms. Woods further detailed curriculum changes and alignment initiatives, including all the advantages of utilizing Polaris® for curriculum development and improving the student experience. She reviewed the anticipated timeline for the next generation of the school's learning management system to be available, and highlighted specific enhancements being made to the current platform, resulting largely from what's received positive feedback in beta testing. Board members expressed satisfaction with OBL's ongoing dedication to the school's success, and thanked Ms. Woods for the detailed update.

c. 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. Chi left the meeting at 4:56 p.m.]

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. There being no items removed from the Consent Items, Ms. Taylor made the following motion and it was seconded by Ms. Lego as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the February 24, 2020 Board Meeting;
- b. Approval of Staffing Report for INCA;
- c. Approval of Staffing Report for INCC;
- d. Approval of Online & Blended Learning Invoices for February and March: INCA;
- e. Approval of Online & Blended Learning Invoices for February and March: INCC;
- f. Approval of Staff Compensation Plan for the 2020-2021 School Year: INCA and INCC; and
- g. Approval of Revisions to Employee Handbook for INCA and INCC: Work From Home; are hereby approved.

The motion was approved unanimously.

VII. Action Items

There were no action items.

VIII. 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. She further discussed the impact of COVID-19 on schools and families throughout the state. Additionally, Ms. Woods provided an update on a previous school funding lawsuit through the Indiana Supreme Court system.

[Ms. Chi rejoined the meeting at 5:00 p.m.]

b. Partner School Leadership Team (PSLT) Update

i. School Operations Metrics: INCA and INCC

Ms. Brown 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. Additionally, Ms. Brown thanked Ms. Sanchez Reyes and the schools' leadership teams for their responses and assistance to staff and families during the current Pandemic crisis.

c. Outreach Plans for the 2020-2021 School Year: INCA and INCC

Mr. Chapman presented this item to the Board. He reviewed the schools' proposed Outreach Plan for the upcoming school year, as included in the Board materials. Mr. Chapman 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.

d. Board Planning for the 2020-2021 School Year

Ms. DeGroff discussed the planning for the 2020-2021 school year that OBL has been working on with the school.

i. Board Support Update

Ms. DeGroff reviewed the current support personnel provided to the Board through OBL.

ii. Proposed Meeting Schedule

The Board confirmed their support of maintaining the current meeting schedule for the upcoming school year. Ms. DeGroff advised that the consideration of the Board meeting schedule for the 2020-2021 school year will be included on the June Annual Meeting agenda.

iii. Board Composition

Ms. DeGroff discussed with the Board the current composition, including board member terms that would be up at this year's Annual Meeting, and encouraged Board members to discuss their intentions regarding terms and renewal with the Board Chair.

iv. Board Experience Survey

Ms. DeGroff advised the Board of an upcoming Board Experience Survey which will allow the Board to provide feedback on services provided by OBL. She discussed with the Board the purpose of the survey and the value of their participation. Ms. DeGroff further provided the Board with details on the survey delivery date.

IX. Adjournment and Confirmation of Next Meeting - Monday, May 18, 2020 at 4:30 p.m. ET

The next meeting is scheduled for May 18, 2020 at 4:30 p.m. A motion was made by Ms. Taylor, and seconded by Ms. Lego to adjourn the meeting at 5:21 p.m. The motion passed unanimously.