



**APPROVED 10/19/2020**

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, September 21, 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#**

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**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 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, Tara Saxon, and Stacy Taylor (via phone);

Board Members Joined During Meeting: Andrew Norris (via phone);

Guests Present: Chandre Sanchez Reyes, Executive Director; Kelly Simone, Tony Brose and Stephanie Chi, School staff; Melissa Brown, Kristen Woods, Kristin DeGross, Anne Parmley, and Tracey Gianoni, 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. Saxon as follows:

RESOLVED, that the Agenda for the September 21, 2020 Meeting of the Board of Directors of Indiana Online Learning Options, as presented, is hereby approved.

The motion was approved unanimously.

[Mr. Norris joined the meeting at 4:34 p.m.]

## **V. Oral Reports**

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

#### **i. Update on Enrollment and Staffing for INCA and INCC**

Ms. Sanchez Reyes reviewed INCA and INCC's current enrollment numbers, as well as students in all stages of the enrollment process. She advised of the schools' upcoming Count Day, as well as the staff's focus on student engagement, achievement, and graduation rates.

[Ms. Parmley joined the meeting at 4:36 p.m.]

Mr. Brose provided an update on staffing levels at INCA, as well as student benchmark data and interventions for students identified at Tier 2 and Tier 3 levels. He further provided details on the school's math and reading interventionists who provide students with additional support for elementary and middle school grades.

Ms. Simone discussed INCA's high school benchmark assessments for math and reading, including ongoing interventions for students in need of additional assistance.

Ms. Chi advised that the assessment window for students at INCC would be open through early October, and that staff was working to ensure that all students receive appropriate levels of support.

#### **ii. INCC Student Spotlight: Badging and CE Programming**

Ms. Chi reviewed the school's focus on exposing students to employable skills. She advised that the Badging and CE Programming was focused on six clusters around student interest in career services, and that students were able to receive badges and a general elective credit for their participation in the program.

### **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, including enrollment funding, projected fund balance, and specific expenses, and advised that forecasting would be reviewed after the close of the current month.

#### **ii. INCC Financial Report**

Ms. Gianoni reviewed the revenue and expense statements for INCC as included in the Board materials. She reviewed the financials, including enrollment funding, projected fund balance, and specific expenses, and advised that forecasting would be reviewed after the close of the current month.

## **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. Saxon as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the August 17, 2020 Board Meeting;
- b. Approval of Staffing Report for INCA;
- c. Approval of Staffing Report for INCC;
- d. Approval of Online & Blended Learning Invoices (#91000005775 & #91000006064) for July and August: INCA;
- e. Approval of Online & Blended Learning Invoices (#91000005774 & #91000006061) for July and August: INCC;
- f. Approval of 2020-2021 Base Salaries and Incentive Percentage and Career Ladder Positions: INCA and INCC;
- g. Approval of Federal Title Funding Plans for the 2020-2021 School Year for INCA: Revised Parent and Family Engagement Policy;
- h. Approval of Federal Title Funding Plans for the 2020-2021 School Year for INCC: Revised Parent and Family Engagement Policy; and
- i. Approval of Revision(s) to 2020-2021 School Year State Specific School Handbooks for INCA and INCC: Title IX Updates; are hereby approved.

The motion was approved unanimously.

## **VII. Action Items**

### a. Approval of Revised Mission and Vision Statements for INCC

Ms. Sanchez Reyes discussed the current work on the school's Charter Renewal process, and advised that the mission and vision statements had been reframed to accurately capture the school's career focus and career elective pathways. There being no further discussion, Ms. Taylor made the following motion and it was seconded by Ms. Saxon as follows:

RESOLVED, that the revised Mission and Vision Statements for INCC, as presented, are hereby approved.

The motion was approved unanimously.

### b. Approval of Charter Renewal Letter of Intent

Ms. Woods discussed the timeline for the submission of all Charter Renewal documentation, and advised of upcoming meetings with BSU regarding specific Charter related materials. The Board discussed the potential to submit separate Charters for INCA and INCC, to allow for a potential grade level expansion at INCC. Ms. Woods further discussed the necessary review of the application, and recommended a Board designee to review prior to Board approval at an upcoming meeting. 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, that the Charter Renewal Letter of Intent, as presented, is hereby approved; and

FURTHER RESOLVED, that Stacy Taylor as Board Designee to Review and Finalize the Charter Renewal Application, as discussed, is hereby approved.

The motion passed 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, including state funding for all schools within the state.

i. Back to School Update

Ms. Woods reviewed with the Board some unanticipated challenges at the start of the new School Year, including Covid-19 related delays, enrollment process wait times, as well as issues with the new Polaris curriculum. She further provided the Board with the efforts from the product, technology, and curriculum teams at OBL to work with partnering schools in addressing their needs, and elicited feedback from all stakeholders to allow OBL to continue improvements.

b. Partner School Leadership Team (PSLT) Update

i. Teacher Professional Development Products and Services for the 2020- 2021 School Year

Ms. Brown reviewed the professional development products and services for school staff, as offered by OBL for the 2020-2021 school year. She discussed the various levels of professional learning opportunities available to staff members, and advised of the curated catalog of content to allow for a more personalized professional development experience. She also highlighted the additional training and development opportunities offered by school leadership.

c. Board Member Recruitment

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

d. Strategic Planning Update

Ms. DeGross reviewed the school's Strategic Planning process thus far, and Board members discussed their intent to review the Plan in depth upon completion of the Charter Renewal process.

e. Board Experience Survey Results

Ms. DeGross and Ms. Woods reviewed the results of the survey, and thanked Board members for their participation and partnership in the educational process.

f. Board Relations Update

i. Overview of 2020-2021 Items for Board Consideration

Ms. DeGross reviewed the outline of items planned to be presented for Board consideration throughout the current school year. She further advised the Board that the document was fluid, and items may be included, omitted, or considered on a varied timeline based on a number of factors, including state submission and enrollment deadlines, as well as school need for student support.

**IX. Adjournment and Confirmation of Next Meeting - Monday, October 19, 2020 at 4:30 p.m. ET**

The next meeting is scheduled for October 19, 2020 at 4:30 p.m. A motion was made by Ms. Taylor, and seconded by Mr. Norris to adjourn the meeting at 5:17 p.m. The motion passed unanimously.