



APPROVED 11/16/2020

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, October 19, 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 4:33 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: Stacy Taylor, Tara Saxon, and Andrew Norris (via phone);

Board Members Absent: Lori Lego;

Guests Present: Chandre Sanchez Reyes, Executive Director; Kelly Simone, Tony Brose and Stephanie Chi, School staff; Melissa Brown, Kristen Woods, Kristin DeGross, Ken Corn, 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 Mr. Norris as follows:

RESOLVED, that the Agenda for the October 19, 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. State of the School Report

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 OBL 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. 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.

Ms. Chi provided a brief review of testing completion rates at INCC.

Mr. Brose provided an update on accelerated course placement for middle school students.

Ms. Simone discussed ongoing interventions for students in need of additional assistance at the high school level at INCA.

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 Mr. Norris as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the September 21, 2020 Board Meeting;
- b. Approval of Staffing Report for INCA;
- c. Approval of Staffing Report for INCC;
- d. Approval of Online & Blended Learning Invoices (#91000006238) for September: INCA;
- e. Approval of Online & Blended Learning Invoices (#91000006225) for September and Supplemental Invoice (#91000006089) for June: INCC;

- f. Approval of Revision(s) to 2020-2021 School Year State Specific School Handbook for INCA & INCC: Video Conferencing Services and Promotion & Retention; and
- g. Approval of Revision(s) to 2020-2021 School Year General School Handbook for INCA & INCC: Quick Check Assessments and Video Conferencing Services; are hereby approved.

The motion was approved unanimously.

VII. Action Items

a. Approval of School Focus Goals for 2020- 2021 School Year: INCA & INCC

Ms. Sanchez Reyes reviewed with the Board the school focus goals for the 2020-2021 school year included in the Board package. She advised that the staff worked closely with school leadership and OBL 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 2020- 2021 School Year: INCA & INCC, as presented, are hereby approved.

The motion was approved unanimously.

b. Approval of School Facility Location Change and Board Chair as Board Designee to Review, Finalize and Execute Lease Documentation

Ms. Gianoni introduced Mr. Corn, and advised of his recent work with Ms. Sanchez Reyes as part of the OBL Facilities team. Mr. Corn reviewed the current lease expiration date for the school facility, and advised of the recent market surveys and proposals for lease options.

[Ms. Gianoni left the meeting at 5:10 p.m.]

Ms. Sanchez Reyes discussed the schools' needs for the future, as well as the impact of COVID-19 on in-person attendance at the current facility. The Board advised of their support to move the school facility to an alternate location within the current building, and discussed the work anticipated for the buildout of the facility. There being no further discussion, Ms. Taylor made the following motion and it was seconded by Mr. Norris as follows:

RESOLVED, that the school facility location change and Board Chair as Board Designee to review, finalize and execute lease documentation, as presented, is hereby approved.

The motion passed unanimously.

[Ms. Gianoni rejoined the meeting at 5:15 p.m.]

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.

[Mr. Corn left the meeting at 5:16 p.m.]

i. STAR Service Spotlight: STAR and Board Relations: What We Do

Ms. Woods provided an overview of services delivered by STAR regarding client relations support, including ensuring school satisfaction with Online & Blended Learning (OBL) services, providing strategic planning and trusted counsel, and sharing information regarding public policy and advocacy. Ms. DeGross further reviewed the services provided by Board Relations, including the support which enables Boards to perform smoothly and achieve their goals while ensuring compliance with legal and regulatory requirements.

b. Partner School Leadership Team (PSLT) Update

i. School Operations Metrics: INCA & 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 OBL partnering schools of similar size and years in operation.

c. Board Member Recruitment

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

Ms. DeGross advised of her work with Ms. Taylor to draft a self-evaluation form for the Board to complete, with discussion to be held at an upcoming meeting.

IX. Adjournment and Confirmation of Next Meeting - Monday, November 16, 2020 at 4:30 p.m. ET

The next meeting is scheduled for November 16, 2020 at 4:30 p.m. A motion was made by Ms. Taylor, and seconded by Mr. Norris to adjourn the meeting at 5:25 p.m. The motion passed unanimously.