



APPROVED 09/20/2021

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, August 16, 2021 at 4:30 p.m.

Held at the following location:

6640 Intech Boulevard, Suite 101
Indianapolis, IN 46278

866-365-4406; Access Code: 561-7237#

I. Call to Order

In Ms. Taylor's absence, Mr. Norris 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 to attend.

II. Roll Call

Board Members Present: Lori Lego, Tara Saxon and Andrew Norris (in person);

Board Members Absent: Stacy Taylor and Micah Smith;

Guests Present: Stephanie Chi, School staff (in person at the school location); Kelly Simone and Tony Brose, School staff; Chandre Sanchez, Karen Duquette, Kristin DeGroff, Sonali Rogers, and Jay W Ragley, Pearson Virtual Schools staff (via phone).

III. Public Comment

There were no public comments at this time.

IV. Routine Business

a. Approval of Agenda

Mr. Norris asked the Board to review the Agenda distributed prior to the meeting. There being no changes noted, Mr. Norris made the following motion and it was seconded by Ms. Saxon as follows:

RESOLVED, that the Agenda for the August 16, 2021 Meeting of the Board of Directors of Indiana Online Learning Options, as presented, is hereby approved.

A roll call vote was conducted; the motion was approved unanimously.

V. Oral Reports

a. School Reports: INCA and INCC

i. Update on Back to School Activities

Ms. Chi provided an update on current enrollment numbers at INCC, as well as the successful launch of Grades 6-8. She advised of the staff's work to revamp the welcome call process for students and families to be inclusive and interactive, as well as the addition of learning labs as part of back to school activities.

Ms. Simone reviewed enrollment and welcome orientations for high school students at INCA, and advised that 86% of students have completed orientations thus far, an increase over the previous year's participation.

Mr. Brose discussed current enrollment numbers at the elementary and middle school levels at INCA, as well as onboarding provided to new staff hired to accommodate the school's growth. He advised of the school's focus and commitment to ensure student success, and noted the staff's work to complete benchmark assessments and work with students in all Tier levels in math and reading.

ii. Update on Enrollment, Staffing, and Training

This item was discussed in the previous update.

iii. Connections Academy Summer Leadership Conference

This item was not discussed.

b. Financial Report

i. INCA Financial Report

Ms. Rogers reviewed the revenue and expense statements for INCA as included in the Board meeting materials. She further reviewed the financials and the forecasted expenses, including enrollment funding, projected fund balance, and specific expenses.

ii. INCC Financial Report

Ms. Rogers reviewed the revenue and expense statements for INCC as included in the Board meeting materials. She further reviewed the financials and the forecasted expenses, including enrollment funding, projected fund balance, and specific expenses.

iii. Unaudited 2020-2021 Financial Results for INCA & INCC

Ms. Rogers advised of the current work being completed with the school's auditors, and noted that all documentation was currently on schedule for audit submission purposes.

VI. Consent Items

Mr. Norris 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. The Board removed Consent Items (f) Approval of Revision(s) to 2021-2022 School Year School Handbook Supplements: INCA & INCC, and (g) Approval of Revision(s) to Employee Handbook for INCA & INCC: Out of State (Residency) Policy, as the documents were not yet available for review. Ms. Lego also requested a brief amendment to Consent Item (a) Approval of Minutes from the June 21, 2021 Annual Board Meeting, to list her role as the Board Secretary. There being no further items removed from the Consent Items, Mr. Norris made the following motion and it was seconded by Ms. Lego as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the June 21, 2021 Annual Board Meeting, as amended;
- b. Approval of Staffing Report for INCA;
- c. Approval of Staffing Report for INCC;
- d. Approval of Pearson Invoices for June: INCA (# 91000008505); and
- e. Approval of Pearson Invoices for June: INCC (# 91000008506), are hereby approved.

A roll call vote was conducted; the motion was approved unanimously.

VII. Action Items

- a. Ratification of Board Policy: Electronic Communications Policy

Ms. DeGroff reminded the Board of the discussion held at a previous meeting regarding the Electronic Communications Policy, and advised of Ball State University's recent review of the documentation, including the updates made to reflect BSU's language preferences. She further noted that the policy was in compliance with all recent legislative updates. There being no further discussion, Mr. Norris made the following motion and it was seconded by Ms. Saxon as follows:

RESOLVED, that the Board Policy: Electronic Communications Policy, as presented, is hereby ratified.

The motion passed unanimously.

- b. Approval of Board Designee to Work with Pearson to Finalize and Execute Executive Director Contract for the 2021-2022 School Year

Ms. Duquette presented this item to the Board. She advised of the process for selection and interviews for final candidates for the position, and requested a Board Designee to work with Pearson to execute a contract prior to the next meeting. Mr. Norris volunteered as designee. There being no further discussion, Mr. Norris made the following motion and it was seconded by Ms. Saxon as follows:

RESOLVED, that Andrew Norris as the Board Designee to Work with Pearson to Finalize and Execute Executive Director Contract for the 2021-2022 School Year, as discussed, is hereby approved.

The motion passed unanimously.

VIII. Information Items

- a. School Success Partner (SSP) Update

Ms. Duquette presented this item to the Board.

- i. Pearson Support Team Updates

Ms. Duquette provided the Board with an update on support services and personnel provided to the schools and Board by Pearson Virtual Schools, including her role within the SSP team.

- b. Academic Success Partner (ASP) Update

Ms. Sanchez advised of her new role with Pearson's ASP team, and advised of her continued work with INCC and INCA through the role.

- i. School Metrics: INCA & INCC

Ms. Sanchez reviewed the data included in the Board meeting materials, highlighting INCC and INCA's performances as compared with other Pearson Virtual Schools partnering schools of similar size and years in operation.

- c. Board Relations Update

- i. Conflict of Interest Statements and Background Check Reminders

Ms. DeGroff thanked the Board members for their timely completion of all Conflict of Interest statements.

ii. Technology Statement for General School Handbook

Ms. DeGross provided an update on the technology statement, as included in the Board meeting materials. She advised that the statement had been included within the school handbook to provide clarification on access to Connections Academy owned computers upon enrollment withdrawal or graduation.

IX. Adjournment and Confirmation of Next Meeting - Monday, September 20, 2021 at 4:30 p.m. ET

The next meeting is scheduled for September 20, 2021 at 4:30 p.m. A motion was made by Mr. Norris and seconded by Ms. Lego to adjourn the meeting at 4:54 p.m. The motion passed unanimously.