

## HOOSIER ACADEMY BOARD MINUTES

June 24, 2014

Meeting was called to order by Board President John Marske at 5:47 PM, Tuesday, June 24, 2014. All board members present.

Staff Present: Byron Ernest, Head of School; Dominique Lowery, High School Academic Director; Kathy Coe, Compliance; Rachael Borrelli, Community Coordinator; Teachers Brad White, Brian Nash, Amber Mason, and Lyndsay Sheridan; Paul Runyan, HS Family Service Liaison; and Norma Jean Graves, Administration Administrative Assistant/Board Secretary. K12 attendees: Stephanie Hargens, Deputy Regional VP; Russell Roselle, VP Finance; Leslie Schott, Finance; Jennifer Waterman, Marketing; and Mary Gallagher, Regional Operations Manager. Community Member: Melissa Runyan. There were no virtual attendees.

Marske read the Board Mission: 1) Make sure that our school accomplishes the outcomes it was chartered to produce (i.e. student achievement) and 2) Make sure that nothing illegal, unethical or imprudent occurs.

### **Approval of May 2014 Minutes:**

**John Luta moved that the May Board Minutes be approved as written. Lesley Neff seconded. The motion passed.**

### **Adoption of June Agenda:**

Stephanie Hargens asked that ISTEP & ECA Results and Personnel Reports (with the exception of action needed for Stephanie Chi and Patti Herron) be tabled until July.

**Stacie Porter Bilger moved that the June Board Agenda be adopted as revised. Pelsy-Bowyer seconded. The motion passed.**

### **Oral Communication:**

There was no oral communication.

### **Introduction of New Head of School:**

Hargens introduced Dr. Byron Ernest as Hoosier Academies' new Head of School effective June 1, 2014. The board and meeting attendees welcomed Dr. Ernest.

### **Employee Handbook:**

Hargens presented the proposed 2014-15 Employee Handbook based on a 2011 Employee Handbook draft for a first read. It will also need to be reviewed by our legal team and Insperity. It will be placed in the Board Dropbox where changes by the board can be tracked.

### **Enrollment Report:**

Kathy Coe presented enrollment metrics as of June 12. Being the end of the year there were few changes. Reasons for withdrawals: traditional homeschool, expulsion, moved out of state and transfers.

On Thursday there will be a mass withdrawal of all students who have not responded with their plans for the 2014-15 school year. At that time student returning and new students will be identified.

**Community Report:**

Rachael Borrelli reported on our strong start website June 2013 – June 2014 showing what pages were visited. There has been a huge growth in usage – the most of all K12 schools. Borrelli has trained others in its use. Focus will be directed on what we can do to improve the site, e.g. for parents. Porter Bilger offered to help Borrelli and/or others to set campaigns to direct viewers using Google analytics to better use and leverage use of the site.

Borrelli reviewed May community events including offsite end-of-the-year celebrations. New parent orientations are planned for three times a week. A Back to School Expo is planned for July 28 from 3-6 PM at The Palms in Plainfield. Board members are invited to attend.

**Compliance:**

Compliance reports are up-to-date

**Personnel:**

Hargens requested approval for two Hoosier Academy staff: Stephanie Chi and Patti Herron to move to K12 positions. Chi resigned as High School Academic Team Leader and would become a K-12 Instructional Leader. Patti Herron would move from K-8 Academic Team Leader to K-8 Academic Administrator.

**Dynelle Pelsey-Bowyer moved to approve the transfer of Stephanie Chi and Patti Herron from Hoosier Academy staff to K-12 positions. Neff seconded. The motion passed.**

**Financials:**

Leslie Schott reviewed the school financials.

**Porter Bilger moved to approve the Virtual School Account Payable Vouchers. Luta seconded. The motion passed.**

**Luta moved to approve the Hybrid Account Payable Vouchers. Neff seconded. The motion passed.**

**Budget:**

Schott reviewed the 2014-15 proposed budget with the board based on 4,131 enrollments, SPED funding, and an all-day kindergarten grant. The Board Financial Committee expressed they were comfortable with the proposed budget.

**Luta moved to approve the proposed 2014-15 budget as presented subject to any minor changes that might come up. Porter Bilger seconded. The motion passed.**

**Bank Signatories:**

Hargens requested approval for updated bank signatories removing Brandon Wells and adding Byron Ernest.

**Luta moved to approve removal of Brandon Wells and adding Byron Ernest as signatories at PNC Bank. Porter Bilger seconded. The motion passed.**

**Board Ad Hoc Committee:**

Marske reported progress in interviews for a board liaison position. The committee will meet with Dr. Ernest next week.

**Board Human Resources Committee:**

The committee had no report. Hargens indicated a staff bonus spreadsheet would be forthcoming.

**Fiscal Control Policy:**

A proposed Fiscal Control Policy red-lined by Schott and Hargens was presented to the Board for a first read. Robert Scott will review its compliancy with the Board of Accounts. Marske indicated need to note deadlines and who signs checks. Scott will add section on credit card policy. Hargens will review through the Pinnacle lens. Board members can comment/track changed on the document in the Dropbox. There will be a second read with final markups presented next month.

**Being no further business, Porter Bilger moved that the meeting be adjourned. Pelsy-Bowyer seconded the motion. The motion passed and the meeting adjourned at 6:57 PM.**

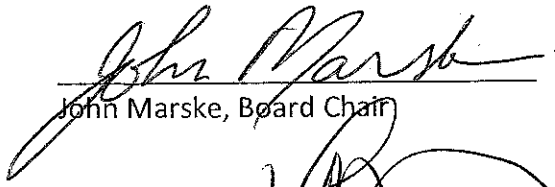
Next Board Meeting: August 26, 2014.

Respectfully submitted,



Norma Jean Graves  
Board Secretary

Signatures for approval of June 24, 2014 Minutes:



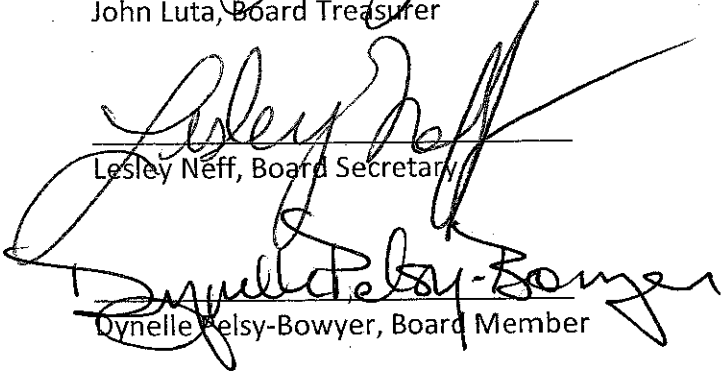
John Marske, Board Chair



John Luta, Board Treasurer



Lesley Neff, Board Secretary



Dynelle Pelsy-Bowyer, Board Member

Stacie Porter Bilger, Board Member