

Hoosier Academy, Inc.
Regular Board Meeting Minutes
July 26, 2016

Upon determining the presence of a quorum, Board Chair Marske called the meeting to order at 5:49P.M. Tuesday, July 26, 2016.

Chairman 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.

A. Introduction of New Board Member: Mr. Brumbarger introduced the new Board member, Shawn Justice. Mr. Justice

B. Attendance:

Name	Present	Absent	Arrived Late	Departed Early	Electronic Participation
John Marske	✓				
John Luta	✓				
George Giltner		✓			
Gary Meyer	✓				
Ron Brumbarger	✓				
April Turner	✓				
Shawn Justice	✓				

Others in Attendance:

K12 Representatives	HA Staff	Community Members
Byron Ernest Mary Patti Ashley Cindy Wright Chris Chalker Kathy Coe Dominique Franklin Jody Wilson Amy Weber	Jill Landers	Jenny Perry

C. Approval of the Minutes:

Mr. Luta motioned to approve the June 28 2016 minutes. Ms. Turner seconded. Mr. Luta abstained his vote because he was absent last meeting. The motion passed.

D. Adoption of the July Agenda:

Mr. Luta motioned to amend the July agenda as presented. Mr. Meyer seconded. The motion passed.

E. Oral Communication:

No oral communication.

II. Hoosier Academy- Governance and Organization

A. Resolution 2016-13, Insurance Approval

Mr. Marske provided a recap from the April 26, 2016 meeting with Marty Dezelan. During the April meeting the Board approved to not RP this year, and that the information being voted on tonight are the final numbers for the insurance policy. There is also a Cyber Policy proposal for review, but will be tabled for next month.

The current insurance expiration date is July 31, 2016. The insurance covers all three schools, as well as the board. It is the exact same coverage that Hoosier is currently operating under now, however, there is an increase in cost due to addition of 380 students because the average number of students went up compared to last year, and the addition of three teachers. The total cost went up from \$61,123 to the proposed program cost of \$66,551, which strictly comes from those numbers.

Mr. Brumbarger motioned to approve Resolution 2016-13, Mr. Luta seconded.
The motion passed

B. Resolution 2016-14, Amendment to Lease Agreement

Mr. Marske provided that because of the Insight School, the administration building is going to need more space to accommodate the Insight Administration team. The resolution is approving an additional 625 square feet at the Franklin location. The additional cost to the rent at Franklin Rd is \$450 per month. This has also been put into the FY2017 budget.

Mr. Luta motioned to approve Resolution 2016-13, Amendments to Lease Agreement. Mr. Meyer seconded. The motion passed.

C. 2016-2017 Employee Handbooks Briefing

Jenny Perry provided a briefing on the 2016-2017 Employee Handbook. The Employee Handbook did not undergo any policy changes or updates. Insperty also reviewed the Employee Handbook and recommended no changes. The September 2015 version is the latest, and is available in Dropbox in the Board Policies folder.

III. Hoosier Academy- School and Student Outcomes

A. Resolution 2016-15, School Handbooks

Jenny Perry provided a comparison summary for the three schools. All three schools follow the same format and structure, but have certain areas and topics that may differ depending on which handbook is being reviewed. The differences are seen in the operational side and administration side of each school. Legal would recommend to keep the same format and structure so that changes can be made easily. The current versions in Dropbox had changes that involved deleting duplication of sections, updating table of contents and deleting of comments.

Mr. Luta moved to approve Resolution 2016-15, School Handbooks. Mr. Meyer seconded. The motion passed.

B. Resolution 2016-16, Related Services for Insight

Mr. Marske reviewed Resolution 2016-16. Part of our EMO agreement with K12 allows for them to contract with outside vendors to provide services for students. Resolution 2016-16 is approving student services for students that will attend Insight. The contract will be the same rates as it is for Hoosier Indy and virtual, and will be provided by Learning Therapy. Mr. Meyer motioned to approve Resolution 2016-16. Ms. Turner seconded. The motion passed.

C. Introduction of Virtual K-8 Academic Administration

Dr. Ernest introduced the new academic administration for K-8, Jody Wilson. Mrs. Wilson truly believes that teachers should have a voice and that we should be developing teacher leaders. This is her first year teaching in a charter, virtual school and is excited for the challenges yet to come.

D. K12 Teacher of the Year

Dr. Ernest presented the K12 Teacher of the Year, Jill Landers. Mrs. Landers was a part of the 2015-2016 Focused Leadership Academy and was nominated by her peers. She has applied for Teacher of the Year and is currently in the Woodward Wilson fellowship program at the University of Indianapolis where she will earn her MBA in Education. Mrs. Lander's new role is Chief Academic Fellow Leadership where she will be an interventionist for math hybrid students, and also a leadership role focusing on the teacher evaluation.

E. Teacher Evaluation Taskforce Briefing

Dr. Ernest briefed the Board on teacher evaluations. The school is working with the Indiana Appraisal Teacher Support System to re-look at how our teachers are evaluated. We were able to become part of INTASK with Indiana University and the DOE. The teacher evaluation taskforce is made up of 21 members; academic administrators and the rest teachers. Subcommittees are meeting to review the current evaluation and how can this help our teachers, and coming up with a schedule for evaluations. We will be coming to the Board in the fall with some of the new changes, but will use the current evaluation template until the new one is complete.

IV. Hoosier Academy Financial, Legal and, School Operations

A. Financial Report

Ms. Ashley reviewed the vouchers with the Finance Committee as well as with the Board for Indy and Virtual for the month of June.

Mr. Meyer moved to submit the June vouchers for both Indy and Virtual for audit. Mr. Luta seconded. The motion passed.

Ms. Ashley reviewed the forecast for June and highlighted the YTD forecast has increased by \$252k due to higher expenses; highlighted the balance sheet with assets and liabilities; and the cash flow with the

inflows and outflows. Inflow of \$2 million in State Aid and outflows of \$1.32 million in K12 payments and \$.682 million in payroll.

Mr. Meyer moved to submit the financials for both Indy and Virtual for audit. Mr. Brumbarger seconded. The motion passed.

Ms. Ashley reviewed version 3 of the FY17 budget. There were increases to the budget; 7 staff members; added monies to the rent; for the additional space needed; and the fellowship.

Mr. Meyer motioned to table the approval of the revised FY17 V3 budget for next month's meeting. Mr. Brumbarger seconded. The motion passed.

B. Community Report

Mrs. McFann presented on behalf of Ms. Borrelli. The Back-to-School Mini Expos begin July 25th-29th, and the Back-to- School Epos run August 4th-27th. There are also online sessions being offered for new families to attend to get additional help. Locations and links are on the strong start website.

C. Enrollment Report

Ms. Coe presented the current enrollment for the 2016-2017 school year for Indy, Virtual and Insight. Indy K-12 is at 216; virtual K-12 is at 2867; and Insight is at 609. There was a drop in virtual enrollment because we were able to identify and move virtual students to Insight.

**Hoosier Academy Indianapolis
Enrollment 20165-2017 School Year**

Total Enrollment

Grade	Virtual	Insight
K	20	12
1	14	13
2	12	11
3	12	13
4	21	17
5	19	19
6	18	25
7	15	23
8	16	22
9	23	18
10	17	20
11	19	20
12	27	21
Grand Total	287	230

Hoosier Academy Virtual Enrollment 2016-2017 School Year

Total Enrollment

Grade	June	July
1	91	103
2	153	143
3	257	243
4	265	238
5	223	199
6	187	171
7	157	129
8	176	174
9	248	266
10	178	201
11	178	165
12	194	272
Grand Total	2344	2397

Insight School of Indiana Enrollment 2016-2017 School Year

Total Enrollment

Grade	July
1	56
2	55
3	62
4	66
5	183
6	129
Grand Total	657

D. Compliance Report

Ms. Coe presented on compliance reports for the State and Ball State. The state report recently submitted was the Attendance for RT Submitters and will be working on LEP Federal Flexibility and Real Time for August. Ball State needs NWEA Student Testing Numbers by August 31st to CASPPHIRE.

E. Personnel Report

Ms. Coe presented to the Board Insight hired four new staff positions and Virtual hired nine new staff members. Indy had one resignation and Virtual had four resignations.

V. Board Development

B. Items for next month

- Approving FY17 Budget Revised
- Cyber insurance
- 2016-2017 School Year Preview
- Janitorial Services

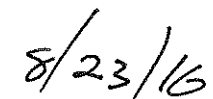
Next Board meeting is August 23, 2016, Franklin Rd, at 5:30pm.

Being no further business the meeting adjourned at 7:32pm

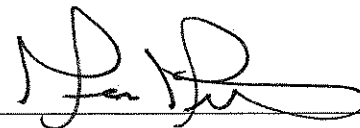
Signatures for Approval of the July 26, 2016 Minutes.



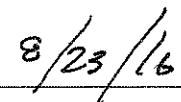
John Marske, Board President



Date



George Giltner, Board Secretary



Date

HOOSIER ACADEMY, INC.
Resolution No. 2016-13

Insurance Approval
July 26, 2016

WHEREAS, Hoosier Academy, Inc. (the Corporation) in order to provide the
aforementioned service, Hoosier Academies Network of Schools contracts with
Arthur J. Gallagher; and

WHEREAS, the Corporation has reviewed and discussed the proposed insurance
program presented and attached hereto; and

IT IS THEREFORE RESOLVED, the Board of Directors approves the expired
and approved program for the annual premium of \$66,551.00.

Voice Vote:

Ayes: 5 No: 0

Date: _____

Certification of Board Secretary: John Mark

HOOSIER ACADEMY, INC.

RESOLUTION APPROVING LEASE AMENDMENT

RESOLUTION NO. 2016 – 14

WHEREAS, Hoosier Academy, Inc. (the “Corporation”) leases facilities at 2855 N. Franklin Road, Indianapolis, Indiana, and is desirous of expanding its current space to provide additional administrative offices for its Insight School of Indiana operations; and

WHEREAS, the Corporation was the presented with the Fourth Amendment to Lease in the form attached hereto as Exhibit A (“Lease Amendment”), which provides for an increase in the Corporation’s leased premises by 625 square feet, increases its overall lease space from 20,178 square feet to 20,803 square feet, and increases the minimum guaranteed annual rent payable by the Corporation by \$5,399.99 or \$450 payable monthly; and

WHEREAS, the Board deems it in the interest of the Corporation to acquire the additional space for the additional rent payable on the terms provided in the Lease Amendment.

IT IS THEREFORE RESOLVED that the Lease Amendment attached hereto as Exhibit A be, and hereby is, ratified, approved and confirmed, and the Head of Schools and the President be, and each hereby are, authorized to take any and all steps necessary or desirable to carry out the terms and conditions thereof.

Voice Vote:

Ayes: 5 No: 0

Date: _____


Certification of Board Secretary: 

EXHIBIT A
LEASE AMENDMENT

Franklin Road Realty, LLC
2855 N. Franklin Road, Box 3
Indianapolis, IN 46219
(317) 690-3413

July 5, 2016

Dr. Byron Ernest
Head of Schools
Hoosier Academy, Inc.
2855 N. Franklin Road
Indianapolis, IN 46219

Dear Byron:

The following shall serve as the Fourth Amendment to the Lease for facilities at 2855 N. Franklin Road, Indianapolis, IN dated March 16, 2010, by and between Hoosier Academy, Inc. ("Tenant") and Franklin Road Realty, LLC ("Landlord") as amended August 24, 2010 ("First Amendment"), July 27, 2011 ("Second Amendment"), and August 9, 2012 ("Third Amendment"):

- Effective upon full execution of this Fourth Amendment, Tenant's Premises will be increased by 625 square feet (the "Expansion Office"), from 20,178 square feet to 20,803 square feet. See Exhibit A.
- Effective upon full execution of this Fourth Amendment, Tenant's minimum guaranteed annual rent will increase from \$227,141.29 payable monthly in the amount of \$18,928.44 to \$232,541.28 payable monthly in the amount of \$19,378.44.

All other terms of the Lease will remain unchanged. Intending this letter to serve as an amendment to the Lease, please sign below indicating your agreement to same. Return one copy of this letter to my attention at the above address or via email at jcrump@norry.com. Please call me at 317-507-0687 if you have any questions.

Acknowledged and agreed to this
_____ day of July, 2016

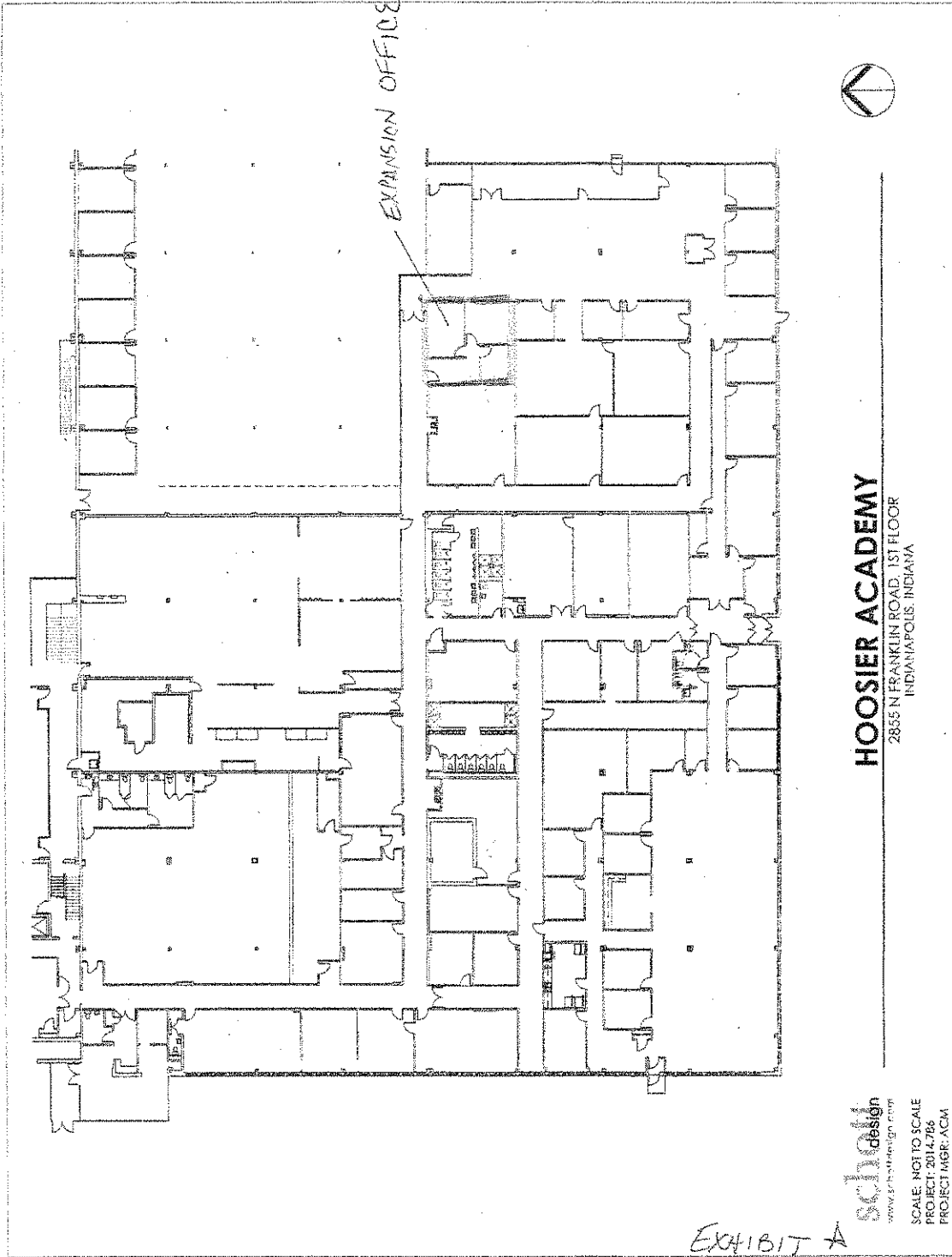
FRANKLIN ROAD REALTY, LLC

Janet G. Crump
General Manager

Acknowledged and agreed to this
_____ day of July, 2016

HOOSIER ACADEMY, INC.

By _____
As its



EXPANSION OFFICE



HOOSIER ACADEMY
2855 N FRANKLIN ROAD, 1ST FLOOR
INDIANAPOLIS, INDIANA

schmidt
design
www.schmidt-design.com
SCALE: NOT TO SCALE
PROJECT: 2014.766
PROJECT MGR: ACM

EXHIBIT A

MEMORANDUM

To: Hoosier Academy Board Members

From: Clark, Quinn, Moses, Scott & Grahn, LLP

Date: July 21, 2016

Re: 2016-17 School Handbooks – Comparison Summary

Set forth below is an outline showing the section titles for the three proposed 2016-17 School Handbooks. Sections that differ in substance among the schools are highlighted in italics with a brief explanation of the distinctions. Complete drafts of the Handbooks are available in the dropbox.

Our School

- *Welcome Letter*
 - Letters are adapted to each School's target audience
- Mission, Vision, Core Values
- *School Improvement Team and Plan*
 - Insight includes brief history of school charter
- *Kids at Hope*
 - Insight only
- *Organization Charts*
 - Tailored to each School
 - Will be updated after all hires and moves are complete
- Communication Plan
- Academic Calendar
- Rights and Responsibilities for Students and Parents

K-8 Student Information (7-8 for Insight)

- Online School (OLS)
- The New K12 Online Middle School
- *Academic Pacing*
 - Reference to Advanced Learner Program omitted from Insight
- *Elementary and Middle School Program*
 - Hybrid and Virtual only
- Evidence of Mastery
- Academic Advancement
- Using Class Connects
- *Standardized Testing*
 - Virtual and Insight specify that NWEA testing will be conducted in student's home; Hybrid students will take tests at learning center
 - IREAD 3 is Hybrid and Virtual only

- Promotion and Retention

9-12 Student Information

- *The High School Program*
 - Virtual and Insight include additional paragraph regarding communication between parents and teachers
- The K12 Online High School
- *Summary of High School Opportunities*
 - Hybrid includes additional parental responsibilities regarding completion of non-course related assessments and transportation to PSAT, SAT, and AP exams
- *Dual Credit Opportunities*
 - Hybrid and Virtual only
- *Evidence of Mastery*
 - Insight omits (1) provision regarding exemption from attendance quizzes or view codes for students with 90% or above; (2) chart pertaining to weighted grades for AP, dual credit and honors courses; and (3) bullet points re Core 40 with academic honors
- *Final Exam Exemption Policy*
 - Hybrid and Virtual only
- *Credits*
 - Hybrid and Virtual only
- *ILP/Graduation Plan*
 - Insight only
- *Grade Promotion and Awarding of Credits*
 - Insight only
- Graduation Requirements
- *High School Standardized Testing*
 - Insight includes NWEA
- Alternative Course Credit
- *School Flex Program*
 - Hybrid and Virtual only
- High School Class Connects Attendance Policy
- *ISIN Course Change/Course Drop Policy*
 - Insight only

Student Services

- Title I
- *Multi-Tiered System of Support (MTSS)*
 - Hybrid contains additional bullet point regarding implementation of Tier I interventions and supports based on Universal Screener and interim assessment scores and student's differentiated learning needs
 - Tier III descriptions differ slightly
- IDEA

- Language regarding unauthorized use of wireless communication devices is included in Virtual and Insight Code of Student Conduct but under Appropriate Use of Technology in Hybrid Handbook
- Provisions pertaining to school property are generally omitted from Virtual and Insight Handbooks unless relevant to extra-curricular activities
- Search and Seizure
- Disciplinary Meetings and Actions
- Expulsion
- Discipline of Students with Disabilities
- Emergency Hearing
- Objectionable Content

General Information for Students

- *Social and Emotional Learning*
 - Insight only
- School Sponsored Gatherings
- Special Interest Student Clubs
- *School Supplies*
 - Hybrid and Virtual only
- Supplemental Activities
- Use of School Property
- Acceptable Use Guidelines
- Accountability
- Student Internet Safety
- Netiquette
- Use of Copyrighted Materials
- Source Citation
- Academic Integrity
- *Appropriate Use of Technology*
 - Provisions regarding technology usage on school property are omitted from Virtual and Insight
- Indemnification Provision
- Confidential Communications of Students
- *Honor Roll*
 - Insight only
- *Late Work Policy*
 - Insight only
- *Plagiarism and Academic Misconduct*
 - Insight only
- *Report Cards/Transcripts*
 - Insight only
- *Appeal of Final Semester Grade*
 - Insight only

General Information for Parents

- *Progress Reports, Report Cards and Transcripts*
 - Hybrid and Virtual only
- *Kindergarten Admission*
 - Hybrid and Virtual only
- Parent Advisory Committee
- FERPA
- Confidentiality
- *Family Directory*
 - Hybrid and Virtual only
- Change of Address
- Internet Service Provider Reimbursement
- Withdrawing from School
- Transfer During School Year
- Exit Interviews
- Who to Contact
- School Personnel Directory
- K12 Support
- Glossary
- *Emergency Crisis Plan*
 - Hybrid plan is more comprehensive
 - Insight and Virtual are the same

Appendix A: Request Form

Appendix B: Acknowledgement of Receipt of Handbook

HOOSIER ACADEMY, INC.
Resolution No. 2016-16

Related Services Contract for Insight School of Indiana
July 26, 2016

WHEREAS, the K12 Charter School and Restated Educational, Administrative, and Technology Services Agreement between Hoosier Academy, Inc. (the "Corporation") and K12 Classroom, LLC ("K12") provides for K12 to arrange contracts with professional service providers for special education and other support services on the Charter School's behalf; and

WHEREAS, in order to provide the aforementioned service, K12 may enter into contracts with providers such as Therapy Source Inc. for the delivery of related services to Insight School of Indiana students, including, but not limited to supportive services necessary to assist children with disabilities to benefit from special education; and

WHEREAS, K12's services include collecting and maintaining documentation required for compliance with federal and state law, including licensure information and background checks; and

WHEREAS, the Corporation is responsible for payment of fees incurred under the related service agreements entered into by K12 for the provision of related services to Insight School of Indiana students; and

IT IS THEREFORE RESOVELD, that the Board of Directors authorizes K12 to enter into contract with Therapy Source Inc. to provide services to students in grades 7 thru 12 who attend the Insight School of Indiana.

Voice Vote:

Ayes: 5 No: 0

Date: _____

Certification of Board Secretary: John Marsh