

Hoosier Academy Board Minutes

September 29, 2015

Preliminary:

A. **Call to Order:** John Marske called the meeting to order at 5:42PM.

B. **Roll Call:**

Present: John Marske, John Luta, George Giltner, Ron Brumbarger, April Turner and Gary Meyer

Staff Present; Kathy Coe, Operations Manager; Ted Gonzalez, K12 Finance; Carrie McClain, Northern Region K12; Dominique Lowery, Academic Advisor; Andrea Ettenberger, Academic Advisor; Chris Chalker, Academic Advisor; Dr. Byron Ernest, Head of Schools; Brian Nash, teacher; Brad White, teacher; Jen Lyons, teachers; Liz Breeden, teacher; Alissa Davis, teacher; Patsy Woods, Director of S Jennifer Waterman, K12 LDM; and Dana Smith, Title I, and Leanne Lamb, parent.

C. **Approval of the August 25, 2015 Board Meeting Minutes:**

Gary Meyer motioned to approve the August 25, 2015 minutes. April Turner seconded. The motion passed.

D. **Adoption of September Agenda:**

Ron Brumbarger motioned to approve the August agenda. Gary Meyer seconded. The motion passed.

E. **Oral Communications:**

No oral communications were made.

Hoosier Academy- School and Student Outcomes:

A. **Reauthorization Process Approval: Dr. Byron Ernest**

Dr. Ernest is proud to share that they are on target with what was said. We have made edits, have had the legal team review and addressed every edit and made those edits. Our team is entering into Assist, which is the system used for reauthorization. What you are seeing is the application as is- everything as a PDF.

There have been thousands of pages and teachers in the room as well as administration who have all had a part in the process.

Carrie McClain, K12 operations and her team reached out to offer help, and they looked at every policy and procedure document. Her team said yes and turned that around within a short time. They were given the documents on a Friday and by Tuesday we have things returned with a detailed spreadsheet of things to change and look at.

We retreated as an administration team to review those comments and we then had Carrie's team look at them one more time before we turned them to Robert's team to review. I have to give kudos to that K12 team- we really appreciate that Carrie.

The other piece that I want to publically give kudos to Kathy Coe and Dana Smith for their hard work and making it top priority. On weekends when I have been writing, Dana has been editing and they have

spent a lot of hours; and I want to publically acknowledge their efforts. Robert's team has been great to work with as well.

With that being said, we feel like we are ready for October 1 deadline, and would recommend that you approve the 2015-7 resolution.

John Marske echoed everything that Dr. Ernest had said; I know that it has been a lot of work.

Gary Meyer wanted to confirm that we are renewing for three years. Attorney Robert Scott commented that is correct.

Meyer clarified that the term technically starts July 16 and ends June 19, as well as that the renewing is of the existing charter. Scott shared that is correct; Ball State would issue a letter reauthorizing.

Meyer asked about termination; if the contract is terminated, that is a year and a half notice. You terminate January 31st.

Meyer moved to motion that he would like counsel and staff to look at that if what we would be able to do if we need to find another authorizer in the event if we decide to terminate or if they decide to terminate, and to understand the timeline of events. We have got to be prepared.

Marske stated that the documents are set up for board committees and that the document is going to be a good source to help run committees.

Gary Meyer moved to approve Resolution 2015-7 Reauthorization with Ball State. George Giltner seconded. The motion passed.

B. Operations Report: Carrie McClain

Dr. Ernest introduced Director of Compliance and Operations, Carrie McClain to share the formal review of internal compliance and wanted Carrie to give this report because a lot of the success is what her team did for us and with us.

In June of this year, we had two people come out for a site visit looking at items listed in the charter agreement, state law, service agreement, and anything else that you may be held in compliance.

We provide the school with the checklist 2 months out of the visit and then the school starts to collect documents for evidence and then submit. We rate the school on how compliant they are with these indicators on the checklist.

We measure in seven different areas and this year was Hoosier's second full site visit. When we measure, we measure on a scale of 15. A zero indicates no evidence; a five is there is something there but room for improvement; a ten is there is the item is there but no implemented with fidelity or a piece still missing; and a fifteen is a perfect score. We then average the scores for the final score.

National average for K12 schools is a 10, and Hoosier is above average on the site visit. The amount of growth in two years is a typical; Hoosier made a 20% increase in two years with significant growth in the area of compliance.

The areas that showed improvement in health and safety are not life threatening to the staff or student; we had a waiver for immunization and we were missing a signature. There are pieces like that missing and none are posing a threat. The school is implementing these processes and we just need to document them.

The checklist from 12-13 is not as rigorous as the 14-15 checklist and requiring to see the evidence opposed to taking the school's word. The checklist includes why we are seeking this evidence, whether it is state law or a K12 requirement so that the school understands why we are looking and asking for this. This school year, there was 120 indicators. The purpose for these internal audits is so that if we are audited externally, we can say we are ready for this; we are prepared and we know what we need to do.

The compliance cycle is bi-annually. After the report is returned, my team works really closely with the school on any item that they scored less than a 15 on, we are aiming for perfect.

John Marske restated that this is customized and is there a way to get a breakdown of where? McClain shared the indicator result.

Ron Brumbarger asked for a list of recommendations? McClain said yes. Kathy Coe will forward the results to John Marske.

C. Ivy Tech: Dr. Ernest

We pay up to two courses for Ivy Tech and \$125 for materials and we were asked to re-look at this in September with student numbers; numbers are less than 10 and my recommendation would be that we keep the same policy for the spring semester.

Ron Brumbarger asked why the numbers are so low. Dr. Ernest shared that when you look at the requirements in order to do that, we don't have a lot of students who meet those requirements.

John Luta expressed that a lot of parents never got the word early enough and that is a reason why the numbers are so low. We had this discussion in June. The process broke down from us to families on communication. We discussed back in June having a catalog that would offer more classes, but we have fewer options and the course options are not what we were promised. Where are we at so that families are able to take advantage of this wonderful opportunity.

Dr. Ernest stated that nothing has gone out to families this fall because we have not had approval from the board yet because that was to be set in September; they asked but I said no because we cannot go out until we have approval and I won't ever go out until I have approval. The next piece from a course offering, I did talk with Patrick King and they have been in contact with Ivy Tech; Ivy Tech believes that the course offering is what they want it to be for high school students. They were going to go back and take a look at that because we want more and more students.

Ron Brumbarger summarized that there is a limited course offering with the agreement with Ivy Tech, but that doesn't preclude us from having a relationship with Ivy Tech. Luta shared that we entered into a national agreement that K12 has with Ivy Tech with respect to cost, but we left the door open for better course selection.

John Marske shared that the cost isn't a benefit to us, but to all K12 schools. We just get better course selection. Dr. Ernest stated that we do have a cost advantage because we got an invoice without the adjustments and it was a big difference; not all courses cost the same.

Dr. Ernest commented that we need to do some research because you cannot go outside the CORE40 required class list; so the list is always going to be limited for dual credit.

John Marske suggested the academic committee to follow up with Ivy Tech.

Ron Brumbarger motioned to approve setting aside the conversation until summer. George Giltner seconded. The motion passed.

Ron Brumbarger asked that the academic committee look at the promotion strategy and look at securing the gap of understanding the contract and courses. George Giltner seconded. The motion passed.

D. Revised Resolution 2015-4 Criminal History Check Background: John Marske

Gary Meyer moved to adopt the revised resolution 2015-4 Criminal History Check Background as written. April Turner seconded. The motion passed.

E. Revised Resolution 2015-5 Conflict of Interest Policy: John Marske

Gary Meyer moved to adopt the revised resolution 2015-5 Conflict of Interest Policy. George Giltner seconded. The motion passed.

Ron Brumbarger asked for clarification on the description of the Conflict of Interest Policy. Robert Scott shared that Ball State updated their requirements for the conflict of interest policy and the change is minor; to revise the definition of family member for purpose of the policy. Ball State requires that relative be define as mother/mother-in-law; father/father-in-law; son/son-in-law; daughter/daughter-in-law... etc. And we changed to mirror their language of the revised the definition of relative family member.

John Luta asked if the Background Check is a Credit Report. Robert Scott shared that is it not.

F. Revised Resolution 2015-6, Employee Handbook: John Marske

Gary Meyer moved to adopt the revised resolution 2015-6 revisions to the Employee Handbook. George Giltner seconded. The motion passed.

Hoosier Academy- Financial, Legal and School Operations:

A. Community Report: Racheal Borrelli

Showed the hits to the school website in comparison to last year.

Showed the board how families can learn about the board from the website.

Shared the numbers from the community events that happened in August, and shared the upcoming community events for October.

Reminded the board of the photo times and locations for next week.

John Marske would like for Rachael to be on the board advisory committee.

B. Enrollment Report: Kathy Coe

Shared that we are on a waitlist for virtual; total enrollment is 3,995 and hybrid is 244. Hybrid has one opening in 4th grade. We will start to add a family when a family goes once we reach 3,950.

C. Compliance Report: Kathy Coe

All reports are complete and submitted to the state. We are now in the clean-up phase with the other schools.

D. Personnel Report: Kathy Coe

Hired the following positions: 3rd grade virtual. Middle school English and social studies virtual. High school science and math virtual. High school guidance counselor virtual. All teachers will start in the next two weeks. We hired people based on the pain points in class size.

Ron asked why are just hiring? Kathy shared that we don't know nor can we anticipate where the high numbers are going to be. Dr. Ernest shared that the positions have been approved; we are just having a hard time finding them.

E. Financials: Ted Gonzalez

Reviewed the financials and vouchers from last month.

John Marske asked about Imagine Learning and if we could add them to our vendor list because they currently are not on our list. Kathy Coe can do that.

Ron Brumbarger motioned to approve the September vouchers for virtual. Gary Meyer seconded. The motion passed.

Gonzalez shared that we are receiving less Title I funding this year, so that was updated to fit. John Marske asked Dr. Ernest if that will change. Dr. Ernest shared that it had nothing to do anything that we did; it had to do with the way the state does the formula for charter schools. The state's position on "Holds Harmless" is it does not apply to charter schools. The department will go back to 2010 to do an audit on all of the funds and redoing the formula so we should see some of that money come back.

Ron Brumbarger motioned to approve the September vouchers for hybrid. George Giltner seconded. The motion passed.

George Giltner motioned to file the financial report for audit. April Turner seconded. The motion passed.

Hoosier Academy: Board Development

A. Resignation of board members: John Marske

Shared that two board members, Lesley Neff and Stacie Porter Bilger resigned. Stacie has been on the board for a long time and has added a lot. Lesley's background in education was helpful too.

A new candidate, Rob Hall is interesting in joining the board. Dr. Ernest and I had the opportunity to meet with him and his background in education is a good addition. Please consider him for the next board meeting and will vote on that.

Being that there no further business, Gary Meyer motioned to adjourn the meeting at 7:22pm. George Giltner seconded. The motion passed.

Next board meeting October 27, 2015 Ft. Wayne, Indiana at Hotel Fort Wayne 5:30pm.

Respectfully submitted,

Nadina McFann

Signatures for approval of September 29, 2015 Minutes:

John Marske, Board Chair

John Luta, Board Treasurer

George Giltner, Board Member

Ron Brumbarger, Board Member

Gary Meyer, Board Member

April Turner, Board Member

