

Hoosier Academy, Inc.
Board Training Minutes
August 23, 2016

Upon determining the presence of a quorum, Board Chair Marske called the meeting to order at 2:35P.M. Tuesday, August 23, 2016.

Attendance:

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

Others in Attendance:

K12 Representatives	HA Staff	Community Members
Byron Ernest Cindy Wright Patti Ashley Christine Tarrago		Robert Scott

Welcome

Chief of Staff to the Board, Nadina McFann welcomed the Board members and thanked them for coming to the training.

Mrs. McFann amended the agenda so that the financial discussion would happen first and the legal discussion would happen second, and reviewed the Board Training Manual highlighting all of the tabs and noted that an electronic copy of the manual, with the same information, is located in Dropbox in the Board Members Folder.

After reviewing the binder, the Board spent time discussing Dropbox. Mr. Marske suggested getting rid of the Ball State Accountability Reports because there is only one report and these reports are available on Ball State's website. Mr. Marske also suggested placing the year end actual vs. forecast spreadsheets in the Finance Folder by school and the proposed budgets for the upcoming year.

Mr. Meyer suggested moving the National Price List PDF and K12 Charge Summary to the EMO-Service Agreement Folder.

Finance & Finance Committee Meeting

Mr. Meyer called the Finance Committee to order at 2:56pm. Patti Ashley reviewed the Indy vouchers for the month of July. She pointed out that there were no unusual line items; just the typical rental fees, legal fees, and payroll. For the virtual vouchers, Mrs. Ashley highlighted the SIG School Improvement Grant of \$15,000, which is being used for FLA, and the Marriott North room rental included food. K12 Management and summer school was also paid this month. Insight's voucher was mostly to Ball State for administrative fees.

After review, Mr. Meyer motioned to approve the July vouchers to the Board for approval.

Mrs. Ashley then presented to the Finance Committee the July 1+11 forecast.

After review, Mr. Meyer motioned to approve the financials as presented to the Board for approval.

Mr. Marske and Mr. Meyer than discussed Resolution 2016-17 Cyber Insurance. After discussion with Patti Ashley, Christine Tarrago, Byron Ernest, Cindy Wright and Robert Scott, the Finance Committee is recommending to the Board that Resolution 2016-17 be tabled until more information has been gathered. The Finance Committee were concerned about the following:

- How is K12 insured?
- What does our EMO state about cyber protection?
- this policy has to be approved by Ball State
- Hoosier should select an option that is going to provide us with the most coverage; not just having the same coverage as what the EMO states.

The Committee discussed Resolution 2016-19, Copy Machine Lease and Service. While the other quotes had lower prices, the school is proposing to contract with Braden because they know them, currently use them, and know that their response time is quick. The lease includes three copiers; one black and white at Franklin, one color copier at Franklin, and one black and white copier at Caito. The Finance Committee is comfortable with the recommendation and will recommend to the Board for the approval of Resolution 2016-19 Copy Machine Lease and Service with Braden.

Resolution 2016-20 Janitorial Services was discussed. The school is proposing to contract with Clean Suite because they currently clean the Franklin building after hours, and by contracting with them for Caito and Franklin Rds. during the days, would save \$1500. The Committee is comfortable with the proposal for janitorial services and will take the recommendation to the Board, but asked that the Head of Schools and Board President work with legal to make sure that the Clean Suite Contract has the proper coverage, and that the workers have the proper clearance to work in a building with students.

The Finance Committee also discussed Dual Credits. Last year there was a total of 13 students who were enrolled in a dual credit course. The school covered the full cost of tuition for two dual credit courses, which was \$131-\$136, and paid \$125 for required course textbooks. The school is proposing to keep the coverage the same for this semester, but would like to do something different second semester. The Committee discussed different options:

- offering assistance to families that qualify for free and reduced lunch
- covering the cost for only the first course a student takes

-pull students to see if taking a dual credit course is something they would be interested in to help the Board decide what to do second semester.

The Committee also discussed that whenever a Board member has a financial gain in a Board decision, that Board cannot participate in the discussion nor vote because it would violate the Board's Conflict of Interest Policy.

After review and discussion, the Finance Committee approves of the school's proposal and will recommend to the Board that the school continues to cover and provide textbook assistance, but will have to meet again before second semester to review the current student data to determine a plan for second semester.

Legal

Robert Scott discussed the legal's review of the charter agreements, which is not the official review by the Board, and highlighted the following:

- the schedules that are in each of the agreements will need to be submitted to Ball State and are the same documents that are uploaded in CSAPPHIRE.
- there are three separate charters because each of the different term limits set by Ball State.
- the Board needs to be familiar with the expectations as stated in each of the charters.
- some of the differences from the 2008 agreements include: school name, terms, student enrollment and facilities.

Mr. Scott also reviewed some important laws in Open Door Laws. A meeting is a gathering of two or more Board members where they will be gathering information, all meetings must posted 48 hours in advance to inform the public, and communicating via email can also be a violation of Open Door Law because it can spark discussion. Another important Mr. Scott reviewed with the Board what constitutes a quorum for the purpose of conducting business. The Board Bylaws states that "one-third of the directors in office when action is taken, but in no event fewer than two directors, shall be necessary to constitute a quorum for the transaction of any business at a meeting of the Board of Directors."

The EMO Agreement with K12 was recently approved by the Board, and is currently under review with Ball State Office of Charter School's legal team. The EMO provides clarity on provisions, and modified the agreement with K12 to include management services for the Insight School of Indiana.

Being no further business, the meeting adjourned at 5:30pm.

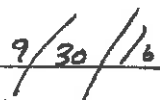
Signatures for Approval of the June 28, 2016 Minutes.

John Marske, Board President



George Giltner, Board Secretary

Date



Date