# Hoosier Academy, Inc. Board Meeting Minutes October 27, 2020

Upon determining the presence of a quorum, Board President, Michelle Study-Campbell, called the meeting to order at called the meeting to order at 6:03P.M. TUESDAY, October 27, 2020.

Board President Study-Campbell 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.

Name	Present	Absent	Arrived Late	Departed Early	Electronic Participation
Michelle Study- Campbell	✓				
Gary Meyer	✓				
Maurice Boler	✓				
Jayme Short- DeLeon	✓				

## Others in Attendance:

K12 Representatives	HA Staff	Community Members
Darren Reed Enrico Rudolph Todd McIntire Miranda Tolentino Sue Fries Patsy Woods Angie Baker Julia O'Sullivan Christina Ingram Tracy Thatcher	Lynn McCoy Jessica Griggs Andrea Dammier	Mea Noble

# **B.** Guest Introductions

# C. Approval of the September 22, 2020 Board Meeting Minutes:

Ms. Study-Campbell presented the September 22, 2020 minutes. Mr. Meyer motioned to approve the August minutes as presented. Ms. Short-DeLeon seconded.

Roll Call: Michelle Study-Campbell, yes; Gary Meyer, yes; Maurice Bolder, yes; Jayme Short-DeLeon, yes. The motion passed.

## D. Approval of the September 30, 2020 Special Board Meeting Minutes:

Ms. Study-Campbell presented the September 30, 2020 minutes. Mr. Meyer motioned to approve the September minutes as presented. Ms. Short-DeLeon seconded.

Roll Call: Michelle Study-Campbell, yes; Gary Meyer, yes; Maurice Bolder, yes; Jayme Short-DeLeon, yes. The motion passed.

#### E. Approval of the October 14, 2020 Special Board Meeting Minutes:

Ms. Study-Campbell presented the October 14, 2020 minutes. Mr. Meyer motioned to approve the August minutes as presented. Ms. Short-DeLeon seconded.

Roll Call: Michelle Study-Campbell, yes; Gary Meyer, yes; Maurice Bolder, yes; Jayme Short-DeLeon, yes. The motion passed.

## D. Adopt Board Agenda for October 27, 2020 Meeting:

Ms. Study-Campbell presented the October 27,2020 board meeting agenda. Mr. Meyer motioned to approve the October 27, 2020 board meeting agenda as presented. Mr. Boler seconded.

Roll Call: Michelle Study-Campbell, yes; Gary Meyer, yes; Maurice Bolder, yes; Jayme Short-DeLeon, yes. The motion passed.

#### E. Oral Communication:

### II. Hoosier Academy, Governance and Organization

#### A. Mission Moment

Insight School of Indiana Student, Allison Polk. Allison is a senior at Insight, passed ISTEP, has a GPA of 3.56, is on track to graduate mid-term. She has applied to Ball State, Indiana State, Anderson, IU Northwest and Saint Xavier in Illinois to purse Graphic Design or Art Therapy.

## B. Approval of New Board Members

Ms. Study-Campbell presented Peter Pizarro and Anya Janeway as new Board members. Mr. Meyer motioned to approve Mr. Peter Pizarro and Ms. Anya Janeway as new Board members. Mr. Boler seconded.

Roll Call: Michelle Study-Campbell, yes; Gary Meyer, yes; Maurice Bolder, yes; Jayme Short-DeLeon, yes. The motion passed.

# C. Resolution 2020-12, School 403b School Retirement Employee Contribution

Ms. Study-Campbell presented Resolution 2020-12, School 403b School Retirement Employee Contribution. Mr. Meyer motioned to approve Resolution 2020-12, School 403b School Retirement Employee Contribution. Mr. Boler seconded.

The Board discussed the highlights from last month's presentation from Kelli Davis at Compensation Systems. The automatic employee contribution will begin January 1, 2021 for all eligible participants not

already making an election; 3%, but the employee can opt out, or contribute a different amount. If an employee is currently contributing, it does not affect them. A 30-day notice will be made to the staff.

Roll Call: Michelle Study-Campbell, yes; Gary Meyer, yes; Maurice Bolder, yes; Jayme Short-DeLeon, yes. The motion passed.

# D. Resolution 2020-13, Reaffirming Teacher Appreciation Grant

Ms. Study-Campbell presented Resolution 2020-13, Reaffirming Teacher Appreciation Grant. Mr. Meyer motioned to approve Resolution 2020-13, Reaffirming Teacher Appreciation Grant. Ms. Short-DeLeon seconded.

Ms. Study-Campbell reminded the Board that this is grant is one that the school has applied for in previous years. Its funds are distributed to teachers who have been marked as highly effective and effective on their teacher evaluation from last year.

Roll Call: Michelle Study-Campbell, yes; Gary Meyer, yes; Maurice Bolder, yes; Jayme Short-DeLeon, yes. The motion passed.

## E. Hoosier Academy K-8 COVID Response Plan Update, Miranda Tolentino

Ms. Tolentino provided an update on the Hoosier Indy COVID Plan. K12 policy for getting administration approval to be in the building is being finalized and approved with K12 HR and management. Teachers have been working in their classrooms and working on different settings to work with students; all teachers have been working on traffic patterns for the hallways; and working on lunch and recess coverage. Ms. Tolentino has made videos and will be sending those out to families to model how things will go when they arrive at school.

Arrival and dismissal times need additional clarification. The original calendar that approved a three-day face-to-face requirement has the building days and virtual days operating on the same schedule of 8am-3pm. The second calendar approval that had a two-day face-to-face requirement had last year hours. Middle school came in at 7:30am and ended at 4:30pm but the virtual days were shorter. Ms. Tolentino recommends having a consistent school day of 8am-3pm, which is what the students are currently doing virtually, but is aware of making sure that in the future the hours are accurate.

Ms. Tolentino talked with her staff and all were confident that they can offer a virtual option for students who may not want to come to the building. If the school is able to offer a virtual option, the staff talked about the schedule, and would allow families to make a change. The Board reiterated if the team feels as if they can do it, and it can be done, they support it. A virtual option will be offered in addition to students being face-to- face, with the goal of everyone being back by January 2021 as stated in the resolution last month.

Mr. Meyer motioned to modify the currently approved Hoosier Academy Indianapolis School Calendar School Hours to be 8:00am-3:00pm for the current school year. Ms. Short-DeLeon seconded.

Roll Call: Michelle Study-Campbell, yes; Gary Meyer, yes; Maurice Bolder, yes; Jayme Short-DeLeon, yes. The motion passed.

## F. Cleaning Update

Mr. Boler worked with Tracy Thatcher on following up with the cleaning vendor, We Care Cleaning Solutions. They re-vetted the vendors, met with We Care and Cleaning Solutions, and based on those meetings and vetting of the references, they recommend We Care Cleaning. This company has been with IUPUI for sixteen years and they already have the needed equipment for sanitizing and cleaning. There are four candidates that will undergo the expanded background check and will do whatever it takes to get the job done right. There is a cost increase and it was discussed that using some of the FEMA or CARES Act funds, but the Board wants to make sure this service would be covered through these funds, and wants to make sure that all of the funds are spent by the end of the calendar year. Mr. Rudolph stated that cleaning services is part of the budget, and that the money from the FEMA or CARES Act will cover any additional costs.

Ms. Study-Campbell presented Resolution 2020-14, Authorizing Head of Schools to Negotiate and Execute Janitorial Services Contract. Mr. Meyer motioned to approve Resolution 2020-14, Authorizing Head of Schools to Negotiate and Execute Janitorial Services Contract. Mr. Boler seconded.

Roll Call: Michelle Study-Campbell, yes; Gary Meyer, yes; Maurice Bolder, yes; Jayme Short-DeLeon, yes. The motion passed.

# G. Hoosier Academy Indianapolis Charter Renewal Briefing

There was a meeting with Ball State, Garwood, walking through the pieces on which they would be looking at. Hoosier has not been reviewed for five years. Some of the items that Ball State reviews during the renewal process consists of financial information, data on the student demographics to see where our students live and looking at an onsite visit in the new year. The Hoosier Academy, Indianapolis Academic Administrator, Todd McIntire, and Nadina McFann have begun discussing and planning of the Hoosier Indy Charter Renewal. Ms. McFann and Ms. Tolentino have begun breaking apart the plan. There will be another update next month.

#### H. Insperity Initial Renewal Briefing

Ms. McFann and Mr. Meyer updated the Board on the Insperity renewal which takes place every year. The renewal also leads to the open enrollment period for employee health benefits. We have been looking at some of the provided reports Insperity provides the school during the renewal period. We focused more on the services that are provided and how they charge Hoosier. The rate that they are going to charge will be going to go up about 0.12%. When discussed this with Mr. Rudolph, he came to the same conclusions and to stay with Insperity. What we will look at in more detail in the coming weeks are the splits, how much Hoosier will cover and how much the employee with cover.

#### III. Hoosier Academy- Financial, Legal and School Operations

#### A. Financials, Enrico Rudolph

Mr. Rudolph presented the September financials.

The September financials, prior forecast 2+10 vs. current forecast 3+9:

# **Revenue/Funding:**

- \$823k Revenue decrease due to enrollment

## **Expenses:**

- Teacher expense decrease due to open positions
- Student expenses inline with enrollment
- Administration and Governance inline with funding
- Technology expenses inline with funding

The September financials- budget FY21 vs. current forecast 3+9:

# **Revenue/Funding:**

- \$1,012k Revenue decrease due to enrollment

### **Expenses:**

- Teacher expense decrease due to open positions
- Student expenses inline with funding
- Administration and Governance inline with funding
- Technology expenses inline with funding
- Other expenses: 17k IT cost moved to correct line for teacher laptops (teacher expenses)

September financials, restricted funds overview:

Restricted Funds (3+9)	Grant Total	Expenses Incurred	Expenses Reimbursed	Open Reimbursement s	Remaining Balance	Allocation
Hybrid						
Title I - 18-20	\$74,342	\$43,931			\$30,411	Salaries (2x Interventionists) + Benefits, Licenses and Stipends
IDHS Secured School Safety Grant (09/20 - 08/21)	\$23,285				\$23,285	Salary for Security Guard
IDEA 18-20	\$52,967	\$45,024	\$40,165	\$4,859	\$7,943	Salaries + Benefits, PD, Materials & Supplies
IDEA 19-21	\$52,967	\$19,610		\$19,610	\$33,357	Salaries + Benefits, PD, Materials &Supplies
Total	\$203,560	\$108,564	\$40,165	\$24,469	\$94,997	
Insight						
Title I - 18-20	\$162,712	\$162,712			\$0	Salaries (3x Interventionists + Grant Coordinator) + Benefits, Licenses and Stipends
IDEA 18-20	\$211,660	\$211,390	\$200,455	\$10,935	\$270	Salaries (Psych, Related Services + SPED) + Benefits, Non-Certified Salaries, PD, Materials & Supplies
IDEA 19-21	\$202,198	\$98,191		\$98,131	\$104,007	Salaries (Psych, Related Services + SPED) + Benefits, Non-Certified Salaries, PD, Materials & Supplies
Total	\$576,570	\$472,292	\$200,455	\$109,066	\$104,278	

Cares Act	Grant Total	Expenses Incurred	Expenses Reimbursed	Open Reimbursement	Remaining Balance	Allocation
Hybrid - Cares Act - FY21	\$61,063	\$42,773		\$42,773	\$18,290	Labor cost, cleaning and sanitation, social distancing measures, transportation etc.
Insight - Cares Act - FY21	\$133,271	\$460		\$460	\$132,811	Labor cost, cleaning and sanitation, social distancing measures, transportation etc.
Total	\$194,334	\$43,233	\$0	\$43,233	\$151,101	

FEMA	Grant Total	Expenses Incurred	Expenses Reimbursed	Open Reimbursement s	Remaining Balance	Allocation
Hybrid - FEMA		\$13,624		\$10,218		Labor cost, cleaning and sanitation, social distancing measures, transportation etc.
Insight - FEMA		\$7,287		\$5,465		Labor cost, cleaning and sanitation, social distancing measures, transportation etc.
Total		\$20,911	\$0	\$15,683		

Mr. Meyer motioned to accept the September financials for audit. Ms. Short-DeLeon seconded.

Roll Call: Michelle Study-Campbell, yes; Gary Meyer, yes; Maurice Bolder, yes; Jayme Short-DeLeon, yes. The motion passed.

Mr. Meyer presented the Hoosier Indy vouchers. They were discussed in the finance meeting and nothing unusual in the Hoosier Indy vouchers.

Mr. Meyer motioned to approve the September vouches for Hoosier Indy and Insight, subject to further review for two items. A check from Hoosier Indy for \$10,500 to Whatever it Takes and a check from Insight for \$11,550 to Whatever it Takes. These were in the voucher packet in early September before the discussion regarding Whatever it Takes. The fees for these services that have been provided to date (and in future years) were to be funded by a grant from the IDOE. At this time, it appears that those grant funds will not be available in the future. There were two plans that were due October 2, 2020, School Improvement Plan, which the school writes, and Comprehensive Needs Assessment, which was what Whatever it Takes was going to write, that have not been submitted. Ms. Short-DeLeon seconded.

The Board would like to know about the grant that the school missed, what was the financial impact? Dr. Fries stated that the total amount a school receives depends on numbers and data every. The Board would like to see what past SIG grants amounts to help understand. Also, the Board would like to have all of the approval letters that the school has received as well for grants; what funding the school has/doesn't have?; and the board would like to know what does missing the October 2, 2020 deadline mean.

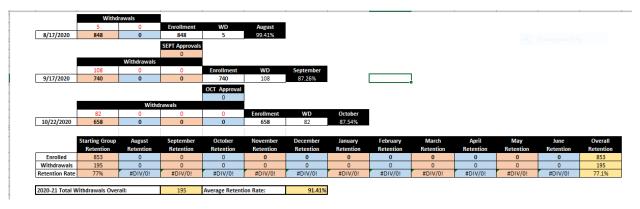
Roll Call: Michelle Study-Campbell, yes; Gary Meyer, yes; Maurice Bolder, yes; Jayme Short-DeLeon, yes. The motion passed.

# B. Community Update, Christina Ingram

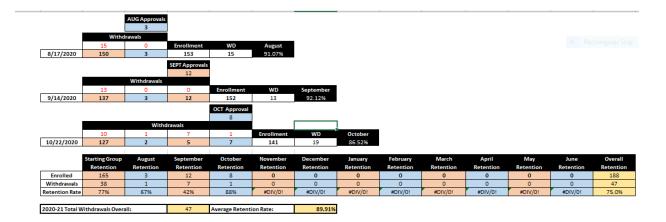
Ms. Ingram provided the community report update.

## C. Enrollment Report, Julia O'Sullivan

Ms. O'Sullivan presented the Insight Withdrawal and Enrollment:



Hoosier Indy Withdrawal and Enrollment:



Ms. O'Sullivan presented the Insight Year Comparison Enrollment:

									Fr	roll	mei	nts f
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		July			August		Se	eptemb	er		Octobe	
Grade	18-19	19-20	20-21	18-19	19-20	20-21	18-19	19-20	20-21	18-19	19-20	20-21
K	20 10	22 20		20 13	22 20		20 10	22 20		20 25	22 20	20 21
1												
2												
3												
4												
5												
6												
7	26	29	24	36	39	19	35	47	17	33	47	
8	79	104	73	79	105	66	79	118	56	78	119	
9	123	130	115	108	129	97	107	151	90	106	152	
10	166	235	151	153	239	140	178	266	130	177	254	
11	229	227	210	176	243	189	193	242	178	181	237	$\Box$
12	267	198	281	219	163	245	217	166	222	192	165	
Total	890	923	854	771	918	756	809	990	693	767	974	

Hoosier Indy Year Comparison Enrollment:

		July			August		Sé	eptemb	er		October		
Grade	18-19	19-20	20-21	18-19	19-20	20-21	18-19	19-20	20-21	18-19	19-20	20-21	
K	11	9	21	11	8	23	11	8	16	12	7		
1	11	10	18	10	9	15	12	12	15	11	11		
2	14	12	11	9	14	8	9	13	8	8	13		
3	19	12	15	13	11	14	15	13	14	17	13		
4	11	13	20	10	14	14	11	15	14	11	15		
5	26	16	18	24	17	19	20	16	20	21	14		
6	15	19	14	12	16	12	12	20	11	12	20		
7	19	20	25	13	21	27	13	23	25	17	22		
8	16	14	21	14	13	24	14	14	24	13	12		
9	20	n/a	n/a	14	n/a	n/a	13	n/a	n/a	13	n/a		
10	20	n/a	n/a	16	n/a	n/a	19	n/a	n/a	19	n/a	·	
11	22	n/a	n/a	21	n/a	n/a	24	n/a	n/a	23	n/a		
12	22	n/a	n/a	17	n/a	n/a	16	n/a	n/a	16	n/a	·	
Total	226	125	163	184	123	156	189	134	147	193	127		

Ms. O'Sullivan presented the enrollment totals for Hoosier Indy and Insight:

	Grade	
School	Level	Tota
Hoosier-Ind	K	15
	1	15
	2	9
	3	14
	4	15
	5	18
	6	11
	7	20
	8	23
Hoosier-Ind		
Total		140

	O 1-	_
	Grade	
School	Level	Total
ISIN	7	17
	8	55
	9	87
	10	125
	11	168
	12	206
ISIN Total		658

# D. Operational Update and Compliance Report, Julia O'Sullivan

Ms. O'Sullivan provided a report for the Office of Charter Schools and the IDOE:

•••	_	_	_	_
	8/15/2020	9/15/2020	9/30/2020	10/15/20
Monthly Student Suspension/Expulsion Report	submitted	submitted		submitted
Review and advise OCS of any changes in school leadership	submitted	submitted		submitted
Review and advise OCS of any updates re school's location	submitted	submitted		submitted
Review and advise OCS of changes in teachers	submitted	submitted		submitted
Review and update OCS of any change in the Organizer tax				
exempt or not-for-profit corporation status	submitted	submitted		submitted
Review Board of Directors Contact Information	submitted	submitted		submitted
September ADM			submitted	
February ADM				
Quarterly Report (within 30 days of EOQ - April 30, July 30,				
October 30 and January 30)				
IRS Form 990 (due on the 15h day of the 5th month				
following the end of the tax year)				
Indiana NP-20 (due on the 15h day of the 5th month				
following the end of the tax year)				
School Health Report				
Restraint/Seclusion Incident Report				
Projected Budget				
School Calendar				
Projected Enrollment				
Enrollment Report (due after May 31)				

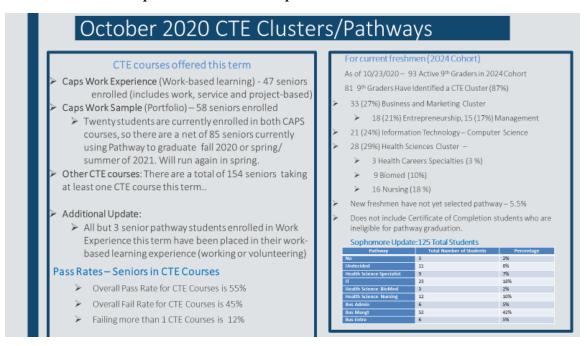
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Year	Report Name	Final Submit Date	Status
2020	Homebound/Hospitalized	6/30/2020	N/A
2020	Evaluation (SPED)	7/17/2020	Complete
2020	Title I	8/28/2020	Complete
2020	Dual Credit Completion	9/25/2020	N/A
2020	Graduates	10/5/2020	Complete
2020	Termination (SPED)	10/5/2020	Complete
2021	Membership		Complete
2021	Certified Employee	10/22/2020	Complete
2021	Curricular Materials (TB)	10/29/2020	in process
2020	Educator Ratings	10/30/2020	in process
2021	Pupil Enrollment (uses RT & EM data)	11/6/2020	
2021	Noncertified and Other Personnel	11/6/2020	
2021	WIDA TL (Grades KG-13)	11/6/2020	
2021	English Learner & Immigrant	12/18/2020	
2021	Special Education	12/21/2020	
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# E. Personnel Report, Nadina McFann

The personnel report is reflecting those staff members that have been hired, are on leave, or have resigned since September.

## IV. School and Student Outcomes

## A. Continuous Improvement Plan CTE Update



#### Fall 2020 CTE Clusters/Pathways CTE courses offered this term in addition to the For current sophomores through seniors Capstone Pathway (Portfolio & Experience 8 different pathways in 3 concentrated clusters; Entrepreneurship 5 pathways in the Business and Marketing cluster: Marketing Intro to Health Sciences; Health Science 1 Entrepreneurship > Intro to Computer Science; Computer 1 Business Management Preparing for Career/College Entrepreneurship > Nutrition and Wellness Personal Finance Hospitality and Tourism > Interpersonal Relationships Marketing Management Marketing Sports and Entertainment > CTE Teachers: 2 open positions. 3 pathways under the Health Sciences/Health Occupations Health Careers Specialties, Nursing, and Pharmacy. 1 pathway under the Information Technology cluster: Computer Science

There will be an updated CTE student interest survey next month.

# B. Student Support Services Report, Angie Baker

Ms. Baker provided the strong start data for Insight and Indy.

## C. Beginning of Year Assessment Data Presentation

Academic Administrators Sue Fries and Randi Tolentino presented the beginning of year (BOY) assessment data for NWEA.

# D. 2020-2021 Testing Window

Testing Coordinator, Carol Sepaniak presented the 2020-2021 testing window dates along with the new safety measures that will be put into place due to COVID 19.

## E. 2019-2020 School Letter Grade Presentation Final Graduation Rate

Director of Special Education and Special Programs, Patsy Woods presented the 2019-2020 school letter grades for both Hoosier Indy and Insight. Both schools kept the school letter from the 2017-2018 and 2018-2019 school year with a C due to the hold harmless provisions issued from the Indiana Department of Education.

The final graduation was also updated, but the final grad rate will not be available until December 2020. Currently the 2020 cohort is 34.86%, which also include the summer graduates.

Next Regular Board meeting is November 17, 2020, Caito Dr. at 6:00pm. Being no further business, Mr. Meyer motioned to adjourn the meeting at 9:40pm Signatures for Approval of the October 27, 2020 Minutes.

Michelle Strely Campbell, Board President	Date
Gary Meyer, Board Secretary	Date