

**BOARD OF DIRECTORS MEETING  
OPTIONS CHARTER SCHOOLS – CARMEL AND NOBLESVILLE,  
INC.**

**November 20, 2018**

Directors present were: Will Mattingly, Hannah Heuser, Stacy Segal, Matthew Abbott, Valerie Love, Brenda Flowers, John Kerr, Gordon Heminger

Directors absent were: Lawrence Phillips

Staff Present were: Mike Gustin, Michelle Walden, Jacob Brandau and Shannon Franklin

Guest Present: Lynn Black

Stacy Segal opened the meeting at 6:00 p.m.

**1. CALL TO ORDER**

**A. ANNOUNCEMENT BY THE CHAIR WHETHER A QUORUM IS PRESENT, THAT THE MEETING HAS BEEN DULY CALLED AND THAT THE MEETING HAS BEEN POSTED IN ACCORDANCE WITH INDIANA OPEN DOOR LAW AS CODIFIED UNDER I.C. SECTION 5-15-1.5. THE AGENDA FOR THE MEETING HAS BEEN POSTED AND MADE AVAILABLE TO THE PUBLIC.**

**B. DISTRIBUTION OF THE AGENDA.**

**2. ROLL CALL**

**A. PUBLIC ANNOUNCEMENT REGARDING THE ATTENDANCE OF ALL BOARD MEMBERS, THE ABILITY OF THE BOARD TO FORM A QUORUM, AND THE POWER OF THE BOARD TO CONDUCT BUSINESS.**

**3. EXECUTIVE SESSION:**

Executive session to follow.

**4. PUBLIC FORUM:**

Nothing at this time.

**5. REPORTS**

**A. CHAIRMAN OF THE BOARD OF DIRECTORS REMARKS, STACY SEGAL:**

a. Nothing at this time.

**B. REPORT OF THE PRESIDENT:**

Mike Gustin presented the board with his report. Discussion took place; however, no action was needed.

**D. DIRECTOR OF SCHOOLS REPORT:**

Michelle Walden presented the Board with her report. Discussion took place; however, no action was needed.

**E. FOUNDATION REPORT:**

Nothing to report at this time.

**F. TREASURER'S REPORT:**

**a. APPROVAL OF VOUCHERS:**

Will Mattingly presented the Noblesville Allowance of Vouchers dated November 20, 2018, in the amount of \$174,227.16. Will Mattingly requested a motion of approval of Allowance of Vouchers in the amount of \$174,227.16. Matthew Abbott moved to accept, and Valerie Love seconded. The motion passed unanimously.

Will Mattingly presented the Carmel Allowance of Vouchers dated November 20, 2018, in the amount of \$111,419.41. Will Mattingly requested a motion of approval of Allowance of Vouchers in the amount of \$111,419.41. Matthew Abbott moved to accept, and Valerie Love seconded. The motion passed unanimously.

**G. TEMPORARY AND AD HOC COMMITTEE REPORT:**

Nothing at this time.

**6. OLD BUSINESS**

**a. GET-ON-BOARD EVENT:**

Mike Gustin announced that the Get-On-Board Event went well.

**7. NEW BUSINESS:**

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Next scheduled meeting will be held on January 15, 2019 at the Options Charter  
School - ~~Carmel~~ at 6:00 pm.

*Noblesville*

**A. BOARD POLICIES:**

Mike Gustin presented the Board with the Board Policies. Stacy Segal made a motion to approve all polices as presented. Hannah Heuser moved to accept, and John Kerr seconded. Hannah Heuser asked for clarification on a couple of the board policies. The motion passed unanimously with the clarifications.

**B. SCHOOL CALENDAR:**

Mike Gustin presented the Board with the School Year Calendar 2019-2020 and School Year Calendar 2020-2021. Stacy Segal requested a motion to approve the school calendars. Hannah Heuser moved to accept, and Will Mattingly seconded. The motion passed unanimously.

**C. APPROVAL OF MINUTES FROM SCHOOL BOARD MEETING:**

Stacy Segal asked the members to review the Minutes presented for the September 20, 2018 meeting. Stacy Segal requested a motion to accept the Minutes as read. Matthew Abbott moved to accept, and Gordon Heminger seconded. The motion passed unanimously.

**8. GOOD OF THE ORDER –**

Nothing at this time.

**9. ADJOURNMENT:**

Stacy Segal requested a motion for adjournment at 6:50 pm. The motion for adjournment passed unanimously.

Submitted by:



Shannon Franklin  
Board Stenographer

Approved by:



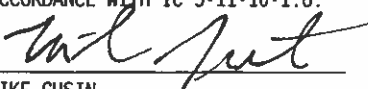
Will Mattingly  
Board Secretary

ALLOWANCE OF VOUCHERS

I HEREBY CERTIFY THAT EACH OF THE ABOVE LISTED VOUCHERS AND THE INVOICES, OR BILLS ATTACHED THERETO,


ARE TRUE AND CORRECT AND I HAVE AUDITED SAME IN ACCORDANCE WITH IC 5-11-10-1.6.

Nov 20, 2018


  
MIKE GUSIN  
PRESIDENT


WE HAVE EXAMINED THE VOUCHERS LISTED ON THE FOREGOING ACCOUNTS PAYABLE VOUCHER REGISTER, CONSISTING OF  
PAGES, AND EXCEPT FOR VOUCHERS NOT ALLOWED AS SHOWN ON THE REGISTER SUCH VOUCHERS ARE HEREBY ALLOWED  
IN THE TOTAL AMOUNT OF \$ 111,419.41 DATED THIS 20<sup>th</sup> DAY OF NOVEMBER 2018.

APPROVED BY THE STATE BOARD OF ACCOUNTS AUGUST 2002 FOR: OPTIONS CHARTER SCHOOL - CARMEL


  
STACY SEGAW  
BOARD CHAIRMAN

  
HANNAH HEUSER  
BOARD MEMBER

  
MATTHEW C. ABBOTT  
BOARD VICE CHAIR


  
VALERIE LOVE  
BOARD MEMBER

  
WILL MATTINGLY  
BOARD SECRETARY/TREASURER

  
JOHN KERR  
BOARD MEMBER

  
LAWRENCE R. PHILLIPS JR.  
BOARD MEMBER

  
BRENDA FLOWERS  
BOARD MEMBER

  
GORDON HEMINGER  
BOARD MEMBER



OPTIONS CHARTER SCHOOL - CARMEL, INC.

FOR THE PERIOD OF 9/01/18 - 9/30/18

DATE FILED	VOUCHER NUMBER	NAME OF CLAIMANT	VOUCHER AMOUNT	AMOUNT ALLOWED	CHECK NUMBER	MEMORANDUM
11/20/18	6994	MARVIN ARNES PLUMBING	232.59	232.59	6994	TOLIET REPLACEMENT
11/20/18	6995	CATE, TERRY & GOOKINS	405.00	405.00	6995	LEGAL CONSULT
11/20/18	6996	CHARLES E MADDEN & COMPANY LLP	1,292.50	1,292.50	6996	ACCOUNTING SERVICES
11/20/18	6997	CINTAS	185.00	185.00	6997	FLOOR MATS
11/20/18	6998	COLONIAL LIFE	34.50	34.50	6998	OPTIONAL LIFE INSURANCE
11/20/18	6999	DUKE ENERGY	1,264.09	1,264.09	6999	ELECTRICITY
11/20/18	7000	DARRYL W. GUSTIN	134.11	134.11	7000	ELEVATOR SIGNAGE
11/20/18	7001	IEP THERAPY	200.00	200.00	7001	HEARING SCREENING
11/20/18	7002	KELTNER PROPERTIES GROUP, LLC	2,376.00	2,376.00	7002	BUILD OUT
11/20/18	7003	KELTNER PROPERTIES GROUP, LLC	1,291.92	1,291.92	7003	CAM PAYMENT
11/20/18	7004	KELTNER PROPERTIES GROUP, LLC	11,450.80	11,450.80	7004	LEASE PAYMENT
11/20/18	7005	KOORSEN PROTECTION SERVICES	845.45	845.45	7005	FIRE EXTINGUISHER SERVICE
11/20/18	7006	THE MACEXPRIENCE	285.00	285.00	7006	MONTHLY IT SERVICE
11/20/18	7007	ONGUARD SECURITY SOLUTIONS	371.00	371.00	7007	SECURITY UPGRADES
11/20/18	7008	TECH ENVIRONMENTS	19,390.00	19,390.00	7008	PROJECTORS
11/20/18	7009	WASHINGTON NATIONAL INSURANCE	37.70	37.70	7009	OPTIONAL LIFE INSURANCE
11/20/18	7010	185 PROMOTIONS AND APPAREL	822.64	822.64	7010	SUPPLIES
11/20/18	7011	SAM'S CLUB	65.86	65.86	7011	LUNCH SUPPLIES
11/20/18	7012	XEROX FINANCIAL	557.40	557.40	7012	PRINTER LEASE
11/20/18	7013	BURSAR'S OFFICE	2,475.30	2,475.30	7013	ADMINISTRATIVE FEES
11/20/18	7014	EDUCATION NETWORKS OF AMERICA	1,263.50	1,263.50	7014	INTERNET/PHONE SERVICE
11/20/18	7015	HINCKLEY SPRINGS	40.11	40.11	7015	WATER
11/20/18	7016	KCL GROUP BENEFITS	2,266.72	2,266.72	7016	DENTAL INSURANCE
11/20/18	7017	MOMENTUM STRATEGY & RESEARCH	999.90	999.90	7017	NOYC
11/20/18	7018	OLYMPIC PRODUCTS	399.08	399.08	7018	CUSTODIAL SUPPLIES
11/20/18	7019	STAPLES BUSINESS ADVANTAGE	362.36	362.36	7019	SUPPLIES
11/20/18	7020	VECTREN ENERGY DELIVERY	46.00	46.00	7020	GAS UTILITY
11/20/18	23594	FIRST MERCHANTS BANK	79.52	79.52	23594	MERCHANT SERVICES
11/20/18	23595	IRS	8,450.91	8,450.91	23595	PAYROLL TAXES
11/20/18	23596	PUBLIC EMPLOYEES RETIREMENT	1,510.32	1,510.32	23596	RETIREMENT
11/20/18	23597	INDIANA STATE TEACHERS'	918.11	918.11	23597	RETIREMENT
11/20/18	23598	T ROWE PRICE ALT TRF	1,641.68	1,641.68	23598	RETIREMENT
11/20/18	23599	T ROWE PRICE	1,457.31	1,457.31	23599	403(B)/ROTH
11/20/18	23600	INDIANA DEPT OF REVENUE	3,360.83	3,360.83	23600	STATE/COUNTY W/H TAX
11/20/18	23601	IRS	8,405.73	8,405.73	23601	PAYROLL TAXES
11/20/18	23602	PUBLIC EMPLOYEES RETIREMENT	1,510.32	1,510.32	23602	RETIREMENT
11/20/18	23603	INDIANA STATE TEACHERS'	918.11	918.11	23603	RETIREMENT
11/20/18	23604	T ROWE PRICE ALT TRF	1,641.68	1,641.68	23604	RETIREMENT
11/20/18	23605	T ROWE PRICE	1,457.31	1,457.31	23605	403(B)/ROTH
11/20/18	23606	UNITED HEALTHCARE	24,372.87	24,372.87	23606	HEALTH INSURANCE
11/20/18	23607	BANK OF AMERICA	6,600.18	6,600.18	23607	CREDIT CARD PURCHASES
		PRE-WRITTEN TOTAL	111,419.41			
		GRAND TOTAL	111,419.41			



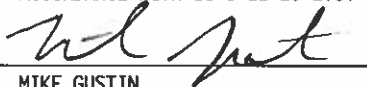


ALLOWANCE OF VOUCHERS

I HEREBY CERTIFY THAT EACH OF THE ABOVE LISTED VOUCHERS AND THE INVOICES, OR BILLS ATTACHED THERETO,

ARE TRUE AND CORRECT AND I HAVE AUDITED SAME IN ACCORDANCE WITH IC 5-11-10-1.6.

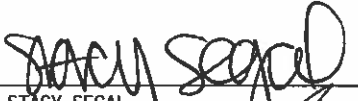
Nov 20th, 2018

  
MIKE GUSTIN  
PRESIDENT


WE HAVE EXAMINED THE VOUCHERS LISTED ON THE FOREGOING ACCOUNTS PAYABLE VOUCHER REGISTER, CONSISTING OF  
PAGES, AND EXCEPT FOR VOUCHERS NOT ALLOWED AS SHOWN ON THE REGISTER SUCH VOUCHERS ARE HEREBY ALLOWED


IN THE TOTAL AMOUNT OF \$174,227.16 DATED THIS 20th DAY OF NOVEMBER 2018.


APPROVED BY THE STATE BOARD OF ACCOUNTS JUNE 2006 FOR: OPTIONS CHARTER SCHOOL - NOBLESVILLE


  
STACY SEGAL  
BOARD CHAIRMAN

  
HANNAH HEUSER  
BOARD MEMBER


  
MATTHEW C. ABBOTT  
BOARD VICE CHAIR

  
VALERIE LOVE  
BOARD MEMBER

  
WILL MATTINGLY  
SECRETARY/TREASURER

  
JOHN KERR  
BOARD MEMBER

  
LAWRENCE R. PHILLIPS JR.  
BOARD MEMBER

  
BRENDA FLOWERS  
BOARD MEMBER

  
GORDON HEMINGER  
BOARD MEMBER

\_\_\_\_\_



OPTIONS CHARTER SCHOOL - NOBLESVILLE

FOR THE PERIOD OF 9/01/18 - 9/30/18

DATE FILED	VOUCHER NUMBER	NAME OF CLAIMANT	VOUCHER AMOUNT	AMOUNT ALLOWED	CHECK NUMBER	MEMORANDUM
11/20/18	6165	AT&T MOBILITY	622.62	622.62	6165	DE HOT SPOTS
11/20/18	6166	BENEFIT PLANNING CONSULTANTS	40.00	40.00	6166	COBRA ADMIN
11/20/18	6167	CATE, TERRY & GOOKINGS	405.00	405.00	6167	LEGAL CONSULT
11/20/18	6168	CHARLES E MADDEN & COMPANY LLP	1,292.50	1,292.50	6168	ACCOUNTING SERVICES
11/20/18	6169	CINTAS	140.00	140.00	6169	FLOOR MATS
11/20/18	6170	COLONIAL LIFE	21.26	21.26	6170	OPTIONAL LIFE INSURANCE
11/20/18	6171	COMPENSATION SYSTEMS, INC	665.00	665.00	6171	ADMIN FEE
11/20/18	6172	DUKE ENERGY	2,067.64	2,067.64	6172	ELECTRICITY
11/20/18	6173	THE HOPE SOURCE INC.	3,349.66	3,349.66	6173	MEDICAID
11/20/18	6174	THE HOPE SOURCE INC.	52,000.00	52,000.00	6174	IEP SERVICES
11/20/18	6175	IEP THERAPY	530.00	530.00	6175	HEARING SCREENINGS
11/20/18	6176	INDIANA AMERICAN WATER	121.54	121.54	6176	WATER
11/20/18	6177	KOORSEN PROTECTION SERVICES	527.30	527.30	6177	FIRE EXTINGUISHER SERVICE
11/20/18	6178	THE MACEXPERIENCE	285.00	285.00	6178	MONTHLY IT SERVICE
11/20/18	6179	NOBLESVILLE UTILITIES	57.42	57.42	6179	WASTE WATER
11/20/18	6180	STATEWIDE CREDIT	122.92	122.92	6180	COLLECTIONS
11/20/18	6181	TECH ENVIRONMENTS	19,390.00	19,390.00	6181	PROJECTORS
11/20/18	6182	TINYEYE THERAPY SERVICES	391.20	391.20	6182	SPEECH & OCC THERAPY
11/20/18	6183	WASHINGTON NATIONAL INSURANCE	158.10	158.10	6183	OPTIONAL LIFE INSURANCE
11/20/18	6184	WASTE MANAGEMENT	356.55	356.55	6184	TRASH PICKUP
11/20/18	6185	185 PROMOTIONS AND APPAREL	822.64	822.64	6185	SUPPLIES
11/20/18	6186	WESTFIELD CHAMBER OF COMMERCE	40.00	40.00	6186	LUNCHEON
11/20/18	6187	XEROX FINANCIAL	799.00	799.00	6187	PRINTER LEASE
11/20/18	6188	BURSAR'S OFFICE	3,679.50	3,679.50	6188	ADMINISTRATIVE FEE
11/20/18	6189	JACOB BRANDAU	17.00	17.00	6189	CONFERENCE PARKING
11/20/18	6190	CHAPMAN HEATING & AIR	95.00	95.00	6190	HVAC MAINTENANCE
11/20/18	6191	EDUCATION NETWORKS OF AMERICA	1,122.63	1,122.63	6191	INTERNET/PHONE SERVICE
11/20/18	6192	SHANNON FRANKLIN	16.56	16.56	6192	MILEAGE
11/20/18	6193	HINCKLEY SPRINGS	43.36	43.36	6193	WATER
11/20/18	6194	PAT HOPPER	60.00	60.00	6194	LUNCH REFUND
11/20/18	6195	DANNY JIMENEZ	94.30	94.30	6195	MILEAGE
11/20/18	6196	KCL GROUP BENEFITS	2,071.75	2,071.75	6196	DENTAL INSURANCE
11/20/18	6197	MOMENTUM STRATEGY & RESEARCH	999.90	999.90	6197	NOYC
11/20/18	6198	OLYMPIC PRODUCTS	399.09	399.09	6198	CUSTODIAL SUPPLIES
11/20/18	6199	KRISTA SHIELDS	63.73	63.73	6199	SUPPLIES
11/20/18	6200	LORETTA SLAYTON	15.00	15.00	6200	LUNCH REFUND
11/20/18	6201	SOS STORAGE OF NOBLESVILLE	480.00	480.00	6201	STORAGE (3 MONTHS)
11/20/18	6202	STAPLES BUSINESS ADVANTAGE	830.46	830.46	6202	SUPPLIES
11/20/18	6203	ROBERT STEWART	59.28	59.28	6203	BOOKS
11/20/18	6204	VECTREN ENERGY DELIVERY	68.00	68.00	6204	GAS UTILITY
11/20/18	12159	FIRST MERCHANTS BANK	66.97	66.97	12159	MERCHANT SERVICES
11/20/18	12160	FIRST MERCHANTS BANK	51.78	51.78	12160	ANALYSIS FEE
11/20/18	12161	IRS FEDERAL TAX/FICA	11,892.92	11,892.92	12161	PAYROLL TAXES
11/20/18	12162	INDIANA STATE TEACHERS'	2,479.30	2,479.30	12162	RETIREMENT
11/20/18	12163	PUBLIC EMPLOYEES RETIREMENT	2,021.93	2,021.93	12163	RETIREMENT
11/20/18	12164	T ROWE PRICE	1,843.94	1,843.94	12164	403(B)/ROTH
11/20/18	12165	T ROWE PRICE ALT TRF	1,042.18	1,042.18	12165	RETIREMENT



OPTIONS CHARTER SCHOOL - NOBLESVILLE

FOR THE PERIOD OF 9/01/18 - 9/30/18

DATE FILED	VOUCHER NUMBER	NAME OF CLAIMANT	VOUCHER AMOUNT	AMOUNT ALLOWED	CHECK NUMBER	MEMORANDUM
11/20/18	12166	INDIANA DEPT OF REVENUE	3,988.08	3,988.08	12166	STATE/COUNTY W/H TAX
11/20/18	12167	IRS FEDERAL TAX/FICA	11,670.64	11,670.64	12167	PAYROLL TAXES
11/20/18	12168	INDIANA STATE TEACHERS'	2,479.30	2,479.30	12168	RETIREMENT
11/20/18	12169	PUBLIC EMPLOYEES RETIREMENT	2,021.93	2,021.93	12169	RETIREMENT
11/20/18	12170	T ROWE PRICE	1,812.04	1,812.04	12170	403(B)/ROTH
11/20/18	12171	T ROWE PRICE ALT TRF	1,042.18	1,042.18	12171	RETIREMENT
11/20/18	12172	OPTIONS CHARTER - CARMEL	6,781.25	6,781.25	12172	PAYBACK
11/20/18	12173	OPTIONS CHARTER - CARMEL	3,750.00	3,750.00	12173	SP ED STAFF
11/20/18	12174	UNITED HEALTHCARE	16,115.82	16,115.82	12174	HEALTH INSURANCE
11/20/18	12175	BANK OF AMERICA	10,745.99	10,745.99	12175	CREDIT CARD PURCHASES
11/20/18	12176	PITNEY BOWES	100.00	100.00	12176	POSTAGE
		PRE-WRITTEN TOTAL	174,227.16			
		GRAND TOTAL	174,227.16			



# Options Charter Schools

*Belong. Believe. Achieve*

## President's Report

Board Meeting: November 20, 2018

The holidays are quickly approaching and with that the end of semester one. So far, this year has been an excellent year for staff and students. I know everyone is looking forward to completing the semester and spending some well-deserved time with family.

### Finance

The Treasurer's Report included in the November 2018 folder will give a more in-depth perspective on our finances. Options maintains strong bank balances while continuing to provide high quality educational programming for students. Our balances for Options Carmel was \$923,324 and Options Noblesville was \$1,119,240. The combined cash assets of Options Charter Schools are \$2,042,564. For those who like to keep track our balances at the beginning of the fiscal year (July 1, 2018) was \$788,685 (c), and \$873,357 (n).

### Facility Update

The board has established a facility committee to assist with identifying a location for our new Options school in Westfield, Indiana. There is now a separate report for the Facility Committee.

A separate but parallel issue to school facilities is central office space. Since the schools started in 2002 the central office team has been housed in office space inside the schools. With the growth of our schools and the expansion of student services, two serious issues are now challenging that arrangement. First, with the expansion of school services there are simply no more offices to give full-time staff members. We have been working in shared office space to this point, but overcrowding is becoming commonplace. Second, the expansion of student services around counseling, mental health, and juvenile services has created increased demand for office space. It is my intent to bring the board a proposal to remove about nine or ten central office team members to a third site. The ideal location for this third site would also make us more centrally located to both current school locations and it would become the permanent site for future board meetings and retreats.

### Special Projects

Policy Updates- I am bringing the first fourteen policies to the board for consideration on Tuesday November 20, 2018. I have a meeting with CCHA on December 11, 2108 to prepare the second group of about fourteen policies for board consideration in January 2019. The third and final group of about fourteen policies will be prepared and presented to the board at the February 2019 board meeting.

# Options Charter Schools

*Belong. Believe. Achieve*

**Safety Plan-** I have been working in accordance with board guidance to expand our current school safety plan from professional development and defensive tactics. The new plan will also include measures to deal with armed intruders. These tactics will include a safety specialist and offensive tactics. I have posted for a safety specialist on Teachers-Teachers.com. This website is the new posting location that took over for the Department of Education posting site. After several weeks, we have only one applicant- Eric Walden. It is my intent to interview Eric after the Thanksgiving Holiday. It is important that I note to the board that Eric is the husband of our Executive Director of Schools, Michelle Walden. Regardless, if Eric is qualified it is my intent to offer him the job. This is, of course, unless the board has a substantive issue with that course-of-action.

**Charter/Finance News-** The Options Charter School Board approved moving forward with combining our two school charters and their finances into one charter. It is my goal to start moving in that direction in the spring of 2019. The goal is to combine charters and finances by July 1, 2019. Although this has been discussed by the board at board meetings, I thought it prudent to remind the board that process of completing that goal is going to start very soon.

**Five-Year Strategic Plan/Succession Plan-** I am working to update the Options Five-Year Strategic and Succession Plan and present it to the board for review, edit, and approval at the January or February 2019 meeting. We have several moving pieces that will impact the five-year plan including finances, facilities, school accountability, and the combining of our charter and finances. It is important, however, that the board understand how each of the pieces of our puzzle fit together to achieve our vision. The future vision is to prepare Options Charter School for expansion, not just growth within our current programming. The Options Five-Year Strategic and Succession Plan is that roadmap.

## Get-On-Board

I am emailing several candidates that we met at the Get-on Board event in October 2018. I hope to have one or two prepared to introduce to the board at the January 2019 board meeting.

## Options in Education Foundation (OIEF) Report

There has been little activity in the foundation during the past month. There has been the routine giving by stakeholders and expenditures for student purposes. The OIEF balance is \$65,585. Some of those funds are encumbered for cafeteria services, scholarships, and student programming. The majority of those funds are will be used at the discretion of board and president. Please see the balance sheet in the OIEF folder in the October 2018 Board Folder to review the specific categories and amounts.





# Options Charter Schools

[www.optionsined.org](http://www.optionsined.org)

317-773-8659

Carmel – Est. 2002  
530 W. Carmel Dr.  
Carmel, IN 46032  
Camille Scott - Principal

Noblesville – Est. 2006  
9945 Cumberland Pointe Blvd  
Noblesville, IN 46060  
Jacob Brandau – Principal

Mike Gustin  
President

Michelle Walden  
Director of Schools

## Report of the Treasurer for September 2018 Compiled on November 1st, 2018

### I. Vouchers

The vouchers for Carmel were above usual at \$111,419.41 in September (including \$19k for new projectors - paid for by grant), Noblesville September vouchers were above usual at \$174,227.16 (including just over \$50K for Hope Source and around \$19k for new projectors – paid for by grant). Credit card detailed statements were reviewed & nothing is out of line.

\*Credit Card usage was high this month mainly due to annual start up costs, bulking up food and drink for café program, necessary professional development, and fall picnic.

### II. Balance Sheet

Cash balances (regular checking) on hand for the month of August decreased \$29K to \$984,105.08 for Carmel. Noblesville decreased \$28K to \$1,159,797.24.

\*Balances decreased slightly but within our \$50k threshold.

### III. Budget Versus Actual Update

September is the 3rd month for the 2018-2019 school year. Overall, Carmel and Noblesville are both well in line with budget including Hope Source. Respectively, one quarter into the fiscal year and both schools are at roughly 24% budget.

Revenues:

Revenues are within budget.

The expenditure categories noted above budget (in red) for both locations:

Pupil Services and Computer Hardware, (Primarily due to new projectors for both schools and unexpected amount of laptop repairs and replacements)

Other expenditures categories out of line (in red) with budget by site include:

<u>Site</u>	<u>Expenditure Category</u>	<u>\$</u>	<u>Notes</u>	<u>Change</u>
N	Maintenance Expense	\$5,440	Security Projects	July
C	Computer Software	\$6,674	No new expenditures	July

Respectfully Submitted,

William Mattingly  
Board Treasurer

Next Meeting: Tuesday November 20th, 2018 @6pm Noblesville





Executive Directors, School Operations Monthly Report  
November 2018

**Enrollment**

As of 11/15/18

	Carmel		Noblesville	
	17/18	18/19	17/18	18/19
Total Enrollment	187/185 (101%)	202/225 (90%)	264/285 (93%)	311/300 (104%)

**Enrollment by Program**

	Carmel	Noblesville
The Hope Source	-	55/50 (110%)
Jr. High (6,7,8)	-	21/20 (105%)
Sr. High (Brick and Mortar)	127/150 (85%)	158/170 (93%)
Distance Education	75/75 (100%)	77/75 (103%)

**Reflection:**

New enrollments continue to flow in for all programs daily. We are focusing recruitment efforts for the remainder of the school year on increasing middle school enrollment to 30 students and fully enrolling both high school brick and mortar programs. We are deficient in grades 11 for Noblesville and grades 9 and 11 for Carmel. I have posted an open position for Director of Marketing and Communications and hope to have dedicated personnel to these efforts soon.

This time last year, the middle school had only 15 students enrolled. By the end of November we will have 23 students enrolled in the middle school with additional possible 3 on the waiting list that will be enrolled in the coming weeks. Due to the specific and unique needs of middle schools students we have implemented an onboarding process for middle school



students. We're enrolling up to two new students at a time and allowing a short waiting period for appropriate service plans and expectations to be put in place before adding additional new students to the group. This is allowing for better entry and overall more positive effects on the climate and culture of this small group.

## **Accountability Data**

### School Improvement Data

#### 18/19 School Improvement Plans

Each month, we are looking at the current student performance data in order to monitor our improvement efforts and determine if mid-year changes need to be made on those efforts. These monthly reports may be viewed using the links below.

- [Carmel](#)
- [Noblesville](#)
- [Distance Education](#)
- [The Hope Source](#)

#### Reflection:

Overall we are seeing very positive data trends in student performance across all programs. Credit attainment rates remain high at Carmel and continue to improve at Noblesville and with our DE students through implementation of school improvement efforts. Attendance remains very consistent with prior years. Communication has greatly improved, though, which is resulting in students and parents staying better connected even through times of difficulty that are affecting physical attendance. The current area of greatest improvement is positive movement towards reaching Individualized Service Plan goals. We are continuing to provide additional training to staff members to help write SMART goals with students and the schools have formed intervention teams to identify better intervention strategies for struggling students.

## **SBOE, IDOE, OCS BSU Updates/News:**

### State A-F Grade

Embargoed A-F Accountability Reports have been released to the schools. We have submitted an official appeal to the Indiana Department of Education requesting a change of grade. We are still awaiting a response on this appeal. We anticipate an initial denial, due to the rule being applied correctly as written, and will have to submit a second appeal directly to the State Board of Education (SBOE). That appeal will require a presentation to the SBOE at one of their monthly board meetings.

#### [Official Carmel Appeal](#)

#### [Official Noblesville Appeal](#)

Next SBOE Meeting: December 12

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530 West Carmel Dr. | Carmel, IN 46032 | *phone:* 317.815.2098

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