

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

**October 20, 2020**

The directors present at the Board of Directors (the “Board”) meeting for Options Charter Schools Inc. (the “OCS”) on October 20, 2020 (“Meeting”), were Matthew Abbott (the “Board Chair”), John Kerr (the “Vice-Board Chair”), Thomas J. Lyons III (the “Secretary and Treasurer”), Valerie Love, Will Mattingly, Bob Barker, Hannah Heuser and Stacy Segal (collectively, the “Members” and individually, each a “Member”). The aforementioned Members attended the Meeting virtually and participated by, or through the use of communication by, which all the Members and Administrators (defined below) participating simultaneously heard each other during the Meeting.

There were no directors absent from the Meeting.

The administrative team present at the meeting were Mike Gustin (President and Chief Executive Officer), Michelle Walden (Chief Operating Officer), Jacob Brandau (Chief Financial Officer), Kevin Davis (Director of Technology and School Development), Andrew Piper (Director of Marketing), and Shannon Franklin (Director of Accountability and Compliance) (collectively, the “Administrators”). The aforementioned Administrators attended the Meeting virtually and participated by, or through the use of communication by, which all the Administrators and Members participating simultaneously heard each other during the Meeting.

Guest presents were Lisa Steward and Lisa Chandler (Principal of Baca High and Middle School).

The Board Chair opened the virtual Meeting at 6:00 p.m.

**1. CALL TO ORDER**

**A. ANNOUNCEMENT BY THE BOARD 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 IND. CODE 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:**

There was not be an executive session to following the Meeting.

**4. PUBLIC FORUM:**

Lisa Steward introduced herself to the OCS Board. She is the owner of IBAA in Kokomo, Indiana, and discussed the partnership arrangement with OCS. No action was needed. The number of students they will accept into their pilot program will be no more than 9 students.

**5. REPORTS**

**A. BOARD CHAIR REMARKS, MATTHEW ABBOTT :**

**a. Nothing at this time.**

**B. REPORT OF THE PRESIDENT/EXECUTIVE TEAM:**

Mike Gustin furnished and presented the Executive Team OCS Board Report dated October 20, 2020 (the "OCS Report") to the Board. Discussion took place among and between the Members and Administrators regarding the OCS Report, but no Board action was needed. In addition, Mr. Gustin informed the Board that OCS has terminated its relationship with the Growing Minds Academy. No action was needed.

**C. TREASURER'S REPORT:**

Thomas J. Lyons III presented the Carmel Allowance of Vouchers dated August 14, 2020, in the amount of \$1,581,296.56 ("Carmel Vouchers"). The Board Chair requested a motion of approval of the Carmel Vouchers in the amount of \$1,581,296.56. Hannah Heuser moved to accept the Carmel Vouchers, and Valerie Love seconded. The motion passed unanimously. Accordingly, the Carmel Vouchers were accepted by the Board of OCS.

Thomas J. Lyons III presented the Noblesville Allowance of Vouchers dated August 14, 2020, in the amount of \$40.00 ("Noblesville Vouchers"). Matthew Abbott requested a motion of approval of the Noblesville Vouchers in the amount of \$40.00. Hannah Heuser moved to accept the Noblesville Vouchers, and Hannah Heuser seconded. The motion passed unanimously. Accordingly, the Noblesville Vouchers were accepted by the Board of OCS.

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

### **a. FACILITY COMMITTEE:**

Mike Gustin presented the OCS Board with pictures of the Westfield facility construction. No action was needed.

### **b. START POLICY GOVERNANCE COMMITTEE, JOHN KERR TO CHAIR:**

The Board Chair made a motion to start a Policy Governance Committee (“PG Committee”) to be chaired by John Kerr. Valerie Love moved to accept, and Hannah Heuser seconded. The motion passed unanimously.

Discussion took place among the Members and Administrators and it was determined that additional Members need to be elected to the PG Committee. It was decided that members need to be added. The Board Chair made a motion to elect Valerie Love, Hannah Heuser and Mike Gustin to the PG Committee. The motion passed unanimously.

## **6. OLD BUSINESS**

### **A. POLICY GOVERNANCE REPORT:**

The Board Chair made a motion to approve the Policy Governance Report dated October 20, 2020 as required pursuant to Policy 3.0 – 3.9 of that certain OCS Education Policy Manual dated May 21, 2013 (“Policy Report”). John Kerr moved to accept the Policy Report and Stacy Segal seconded. The motion passed unanimously.

### **B. BOARD ANNUAL RETREAT DATE FOR 2021:**

The Board Chair announced that the Board Annual Retreat of the Board is scheduled to take place on January 13, 2021 at 5:00 pm. More information forthcoming.

### **C. STUDENT RECRUITMENT:**

Mike Gustin provided the OCS Board with updated student numbers. Andrew Piper (Director of Marketing) presented the OCS Board with the student recruitment plan (the “Recruitment Plan”). Discussion took place.

## **7. NEW BUSINESS:**

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

The Board Chair directed the Members to review and analyze the board minutes presented at the September 15, 2020 board meeting, as amended (the “Minutes”). Will Mattingly moved to accept the Minutes and Hannah Heuser seconded. The motion passed unanimously. Accordingly, the Minutes were accepted by the Board of OCS.

**B. OCS Marketing Plan:**

Andrew Piper (Director of Marketing) presented the OCS Board with the marketing plan to recruit additional students to OCS (“the Marketing Plan”). Stacy Segal made a motion to move forward with the proposal. Bob Barker seconded. The motion passed unanimously. Accordingly, the Board approved to commence and carry out the Marketing Plan.

**9. ADJOURNMENT:**

The Board Chair requested a motion for adjournment at 7:21 pm. Stacy Segal moved to accept, and Hannah Heuser seconded. The motion for adjournment passed unanimously.

Submitted by:

/s/ Shannon Franklin  
Shannon Franklin  
Board Stenographer

Approved by:

/s/ Thomas J. Lyons III  
Thomas J. Lyons III  
Board Secretary and Treasurer

**Next scheduled meeting will be held on November 17, 2020 at OCS – Central Office at 6:00 p.m. (TBD if the Board will meet virtually).**

