

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

September 15, 2020

The directors present at the Board of Directors (the “Board”) meeting for Options Charter Schools Inc. (the “OCS”) on September 15, 2020 (“Meeting”), were Matthew Abbott (the “Board Chair”), Thomas J. Lyons III (the “Secretary and Treasurer”), Valerie Love, 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.

Directors absent from the Meeting were John Kerr (the “Vice-Board Chair”) and Will Mattingly, (collectively, the “Absent Members”).

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), 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.

The Board Chair opened the virtual Meeting at 6:01 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 will not be an executive session to following the meeting.

4. PUBLIC FORUM:

No public meeting due to Covid-19.

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 September 15, 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 Ball State University (“Ball State”) is requiring that the OCS charter to be renewed.

C. TREASURER’S REPORT:

Thomas J. Lyons III presented the Carmel Allowance of Vouchers dated July 21, 2020, in the amount of \$349,191.58 (“Carmel Vouchers”). The Board Chair requested a motion of approval of the Carmel Vouchers in the amount of \$349,191.58. Bob Barker moved to accept the Carmel Vouchers, and Stacy Segal 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 July 21, 2020, in the amount of \$1,055,632.59 (“Noblesville Vouchers”). Matthew Abbott requested a motion of approval of the Noblesville Vouchers in the amount of \$1,055,632.59. Bob Barker moved to accept the Noblesville Vouchers, and Stacy Segal 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:

Nothing at this time.

6. OLD BUSINESS

A. POLICY GOVERNANCE REPORT:

The Board Chair made a motion to approve the Policy Governance Report dated September 15, 2020 as required pursuant to Policy 2.5, 2.6, and 2.7 of that certain OCS Education Policy Manual dated May 21, 2013 (“Policy Report”). Valerie Love moved to accept the Policy Report and Stacy Segal seconded. The motion passed unanimously.

B. GENERAL COUNSEL FOR OCS:

The Board Chair made a motion to approve Church, Church, Hittle, and Antrim (“CCH&A”) as the general counsel for OCS. Stacy Segal moved to accept the motion and Bob Barker seconded. Thomas J. Lyons III recused himself from any and all votes regarding the hiring of a new general counsel for OCS due to a conflict of interest, which such interest was provided to the Board. The motion passed. Accordingly, CCH&A is the general counsel for OCS effective as of the date of the meeting.

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 for the August 18, 2020 board meeting, as amended (the “Minutes”). Bob Barker moved to accept the minutes and Stacy Segal seconded. The motion passed unanimously. Accordingly, the Minutes were accepted by the Board of OCS.

B. APPROVAL OF LETTER TO BSU FROM BOARD REQUESTING RENEWAL OF OCS CHARTER:

Mike Gustin the letter from Ball State requesting the renewal of OCS Charter to the Board. The Board Chair made a motion to approve the OCS Charter renewal process. Stacy Segal moved to accept, and Bob Barker seconded. The motion passed unanimously. Accordingly, the Board approved to commence the OCS charter renewal process.

C. ADJUSTED BUDGET – BASED ON NEW ENROLLMENT PROJECTIONS:

Mike Gustin furnished an adjusted budget based on the new enrollment projections to the Board. Discussion took place. No motion was needed by the Board of OCS.

D. 2021 BOARD RETREAT DATE:

Mike Gustin advised the Board that a date needed to be finalized for the 2021 Board retreat. Discussion took place. 2021 Board retreat date TBD by the Board of OCS.

9. ADJOURNMENT:

The Board Chair requested a motion for adjournment at 7:06 pm. Stacy Segal moved to accept, and Valerie Love 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 October 20, 2020 at OCS – Central Office at 6:00 p.m. (TBD if the Board will meet virtually).