

OPTIONS CHARTER SCHOOLS INC REGULAR MEETING MINUTES OF BOARD DIRECTORS

AUGUST 15, 2023

The directors PRESENT at the Board of Directors (the “Board”) meeting for Options Charter Schools Inc. (the “OCS”) on August 15, 2021 (“Meeting”), were:

- John Kerr – via zoom (the “Board Chair”)
- Travis Carmean (the “Vice-Board Chair”)
- Hannah Heuser (“Member”)
- Sarah Guffey – (“Member”)
- Alex Stowers – via zoom (“Member”)
- Matthew Abbott - (“Member”)
- Melissa Volz-Smith – (“Member”)
- Leann Fowler – via zoom (“Member”)
- Bob Barker (“Member”)
- Laura Arive (“the “Secretary and Treasurer”)

The Members attended the Meeting in person and participated by, or through the use of communication by, which all the Members and Administrators (as defined below) participating simultaneously heard each other during the Meeting.

The directors ABSENT at the Board of Directors (the “Board”) meeting for Options Charter Schools Inc. (the “OCS”) on August 15, 2021 (“Meeting”), were

- Patricia Ellis – (“Member”)

The OCS administrative team present at the meeting were:

- Mike Gustin (President and Chief Executive Officer)
- Jacob Brandau (Vice President)
- Anita Silverman (Chief Operating Officer)
- Jack Colwell (Chief Financial Officer)
- Karen Oliver – (“Director of Curriculum and Instruction”)

- Shannon Franklin (Director of Accountability and Compliance)
- Micheal Dunagan (“Director of Schools”) and/or the “Board Administrator”) (collectively, the “Administrators”).

Guest presents were:

- Jessica Sunderman – via zoom

The Board Chair opened the Meeting at 6:13 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.

0. 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.

0. EXECUTIVE SESSION:

There will be no executive session to follow the Meeting.

0. PUBLIC FORUM:

No comments from the public.

0. REPORTS:

A. CHAIRMAN’S REMARKS, JOHN KERR:

John Kerr made the announcement that he would be resigning from the board. No action needed at this time.

B. EXECUTIVE TEAM REPORT THROUGH JULY 2023:

Mike Gustin (President and Chief Executive Officer) furnished and presented the Executive Team OCS Board Report dated August 15, 2023 (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.

C. TREASURER’S REPORT:

Jake Brandau presented the Options Allowance of Vouchers dated June 20, 2023, in the amount of \$596,849.63. (“June Options Vouchers”). The Board Vice Chair motioned approval of the June Options Vouchers in the amount of \$596,849.63. Hannah Heuser moved to accept the Options Vouchers, and Leann Fowler seconded. The motion passed unanimously. Accordingly, the June Options Vouchers were accepted by the Board of OCS.

D. TEMPORARY AND AD HOC COMMITTEE REPORT:

No items at this time.

0. OLD BUSINESS

A. POLICY GOVERNANCE REPORT:

The Board Vice Chair furnished and presented OCS’ Policy Governance 2.3, and 2.4 (collectively, the “Policy Governance”) to the Board. Bob Barker moved to accept, and Matthew Abbott seconded. The motion passed unanimously.

B. APPROVAL OF MINUTES FROM SCHOOL BOARD MEETING:

The Board Chair directed the Members of the Board to review and analyze the board minutes presented at the July 18, 2023, board meeting, as read (the “Minutes”). Laura Arive moved to accept the Minutes and Matthew Abbott seconded. The motion passed unanimously. Accordingly, the Minutes were accepted by the Board of OCS.

C. BYLAWS UPDATE: DEFINITION OF REGULAR AND SPECIAL MEETINGS:

Travis Carmean made a motion to update the bylaws as presented. Matthew Abbott moved to accept, and Hannah Heuser seconded. The motion passed unanimously.

0. NEW BUSINESS:

A. FISCAL YEAR 2022-2023 FISCAL YEAR IN REVIEW:

Jacob Brandau presented the Board with an Fiscal Year in review. No action was needed.

A. FISCAL YEAR 2024 FINANCIAL FORECAST (6 MONTHS)

Jacob Brandau presented the Board with the 2024 financial forecast. No action was needed.

C. NOBLESVILLE HOA UPDATE:

Jack Colwell presented the Board with an update on the Noblesville HOA. No action was needed.

0. GOOD OF THE ORDER:

Mike Gustin announced to the Board that they are looking into getting additional office space in the building where central office is located. No action needed at this time.

C. ADJOURNMENT:

The Board Chair motioned for adjournment at 7:26 p.m.
Motion carried.

Submitted by:

/s/Shannon Franklin
Shannon Franklin
Board Stenographer

Approved by:

/s/Laura Arive
Laura Arive
Board Secretary and Treasurer

**Next scheduled meeting will be held on September 19,
2023, at OCS – Central Office at 6:00 p.m.**