

**OPTIONS CHARTER SCHOOLS INC
REGULAR MEETING MINUTES OF
BOARD DIRECTORS**

SEPTEMBER 19, 2023

The directors PRESENT at the Board of Directors (the “Board”) meeting for Options Charter Schools Inc. (the “OCS”) on September 19, 2023 (“Meeting”), were:

- John Kerr (the “Board Chair”)
- Travis Carmean (the “Vice-Board Chair”)
- Hannah Heuser (“Member”)
- Alex Stowers – via zoom (“Member”)
- Matthew Abbott - (“Member”)
- Melissa Volz-Smith – (“Member”)
- Leann Fowler – via zoom (“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 September 19, 2023 (“Meeting”), were

- Patricia Ellis (“Member”)
- Sarah Guffey (“Member”)
- Bob Barker (“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)

- 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 6:11 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 be an executive session to follow the Meeting.

4. PUBLIC FORUM:

No comments from the public.

5. REPORTS:

A. CHAIRMAN’S REMARKS, JOHN KERR:

John Kerr made his chairman remarks. No action needed at this time.

B. EXECUTIVE TEAM REPORT THROUGH SEPTEMBER 2023:

Mike Gustin (President and Chief Executive Officer) furnished and presented the Executive Team OCS Board Report dated September 23, 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 July 18, 2023, in the amount of \$522,757.17. (“July Options Vouchers”). The Board Vice Chair motioned approval of the July Options Vouchers in the amount of

\$522,757.17. Hannah Heuser moved to accept the Options Vouchers, and Matthew Abbott seconded. The motion passed unanimously. Accordingly, the July Options Vouchers were accepted by the Board of OCS.

D. TEMPORARY AND AD HOC COMMITTEE REPORT:

Mike Gustin made a request to form a facility committee. Discussion took place. John Kerr made a motion to approve a facility committee. Travis Carmean moved to accept, and Leann Fowler accepted. The motion passed unanimously.

6. OLD BUSINESS

A. POLICY GOVERNANCE REPORT:

The Board Vice Chair furnished and presented OCS' Policy Governance 2.5, 2.7 and 2.7 (collectively, the "Policy Governance") to the Board. Travis Carmean moved to accept, and Hannah Heuser 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 August 15, 2023, board meeting, as read (the "Minutes"). Laura Arive moved to accept the Minutes and Leann Fowler seconded. The motion passed unanimously. Accordingly, the Minutes were accepted by the Board of OCS.

7. NEW BUSINESS:

A. OPTIONS SCHOOLS, INC BYLAWS:

Tabled until next meeting.

B. OPTIONS BOARD RETREAT DATES:

Mike Gustin announced board retreat dates would be January 16, 2024 and February 20, 2024.

C. SCHOOL CALENDAR:

The Board was presented the 2024-2025, 2025-2026, and 2026-2027 School calendars with edits. Leann Fowler moved to accept and Travis Carmean seconded. The calendars were approved unanimously.

8. GOOD OF THE ORDER:

a. Increased Central Office Space:

John Kerr made a motion to assign Mike Gustin as the Board designee to sign and explore the additional office space up to \$16 per square foot. Travis Carmean moved to accept and Leann Fowler seconded. The motion passed unanimously.

C. ADJOURNMENT:

The Board Chair motioned for adjournment at 7:18 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 October 17, 2023,
at OCS – Central Office at 6:00 p.m.**