

OPTIONS CHARTER SCHOOLS INC REGULAR MEETING MINUTES OF BOARD DIRECTORS

November 28, 2023

The directors PRESENT at the Board of Directors (the “Board”) meeting for Options Charter Schools Inc. (the “OCS”) on November 28, 2023 (“Meeting”), were:

- Travis Carmean (the “Board Chair”)
- Hannah Heuser (“Member”)
- Leann Fowler – via zoom (“Member”)
- Laura Arive (“the “Secretary and Treasurer”)
- Sarah Guffey (“Member”)
- Bob Barker (“Member”)

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 November 28, 2023 (“Meeting”), were

- Alex Stowers – (“Member”)
- Patricia Ellis (“Member”)
- Melissa Volz-Smith – (“Member”)
- Matthew Abbott – (“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) – via Zoom
- Jack Colwell – via zoom (Chief Financial Officer)
- Karen Oliver – (“Director of Curriculum and Instruction”)
- Shannon Franklin (Director of Accountability and Compliance)

- Michael Dunagan (“Director of Schools”) and/or the “Board Administrator”) (collectively, the “Administrators”).

Guests present were:

- Michelle Olsen – via zoom
- Adam Barr
- Jessica Reynolds – via zoom
- Marriette Siler
- Keith Chandler

The Board Chair opened the Meeting at 6:16 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:

No executive session.

4. PUBLIC FORUM:

No comments from the public.

5. REPORTS:

A. CHAIRMAN’S REMARKS, JOHN KERR:

Travis Carmean 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 November 28, 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 September 19, 2023, in the amount of \$631,050.95 (“September Options Vouchers”). The Board Chair motioned approval of the September Options Vouchers in the

amount of \$631,050.95. Laura Arive moved to accept the Options Vouchers, and Hannah Heuser seconded. The motion passed unanimously. Accordingly, the September Options Vouchers were accepted by the Board of OCS.

D. TEMPORARY AND AD HOC COMMITTEE REPORT:

Mike Gustin announced that the Facility Committee meet in October. No action needed at this time.

6. OLD BUSINESS

A. POLICY GOVERNANCE REPORT:

The Board Chair furnished and presented OCS' Policy Governance 1:1A, 1:1B, 1:1C, 1:1D, 1:1E, 2.3 and 2.4 (collectively, the "Policy Governance") to the Board. Sarah Guffey moved to accept, and Laura Arive 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 October 17, 2023, board meeting, as read (the "Minutes"). Hannah Heuser moved to accept the Minutes and Bob Barker seconded. The motion passed unanimously. Accordingly, the Minutes were accepted by the Board of OCS.

The Board Chair directed the Members of the Board to review and analyze the board minutes presented at the October 23, 2023, board meeting, as read (the "Minutes"). Hannah Heuser moved to accept the Minutes and Bob Barker seconded. The motion passed unanimously. Accordingly, the Minutes were accepted by the Board of OCS.

C. OPTIONS SCHOOLS, INC BYLAWS (BSU AMENDMENT):

Travis Carmean made a motion to approve the Charter Amendment. Laura Arive moved to accept and Sarah Guffey seconded. The motion passed unanimously.

D. OPTIONS SCHOOLS CENTRAL OFFICE LEASE (BSU AMENDMENT):

Travis Carmean made a motion to approve the Central Office Lease Charter Amendment. Laura Arive moved to accept and Sarah Guffey seconded. The motion passed unanimously.

7. NEW BUSINESS:

A. BOARD MEETING DATES:

The Board Chair made motion to amend the board meeting start time from 6:00 pm to 6:15 pm. Laura Arive moved to accept and Leanne Fowler seconded. The time change was approved unanimously.

B. BOARD OFFICER VACANCY (IES):

Travis Carmean made a motion to nominate Patricia Ellis as Board Vice-Chair. Sarah Guffey moved to accept and Laura Arive seconded. The motion passed unanimously.

Travis Carmean made a motion to split the Secretary/Treasurer position. Hannah Heuser moved to accept and Bob Barker seconded. The motion passed unanimously.

Travis Carmean made a motion to nominate Sarah Guffey as Board Secretary. Hannah Heuser moved to accept and Bob Barker seconded. Sarah Guffey abstained from the vote. The motion passed.

Travis Carmean made a motion to nominate Laura Arive as Board Treasurer. Hannah Heuser moved to accept and Bob Barker seconded. Laura Arive abstained from the vote. The motion passed.

8. GOOD OF THE ORDER:

- a. January 16, 2023 Board Meeting and Professional Development – location at the Blind Owl at 6:15.
- b. February 20, 2023 Board Meeting and Strategic Planning – location at the Blind Owl at 6:15.

C. ADJOURNMENT:

The Board Chair motioned for adjournment at 7:30 p.m.
Motion carried.

Submitted by:

/s/Shannon Franklin
Shannon Franklin
Board Stenographer

Approved by:

/s/Sarah Guffey
Sarah Guffey
Board Secretary and Treasurer

**Next scheduled meeting will be held on January 16, 2023, at The
Blind Owl –at 6:15 p.m.**