

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

**July 16, 2024**

**The directors PRESENT at the Board of Directors (the “Board”) meeting for Options Charter Schools Inc. (the “OCS”) on July 16, 2024 (“Meeting”), were:**

- Travis Carmean (the “Board Chair”)
- Laura Arive – (“the “Treasurer”)
- Alex Stowers – via zoom (“Member”)
- Sarah Guffey (“the Secretary”)
- Leann Fowler – (“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 July 16, 2024 (“Meeting”), were:**

- Patricia Ellis (“Vice-Chair”)

**The OCS administrative team present at the meeting were:**

- Mike Gustin (President and Chief Executive Officer)
- Jacob Brandau (Vice President)
- Jack Colwell – (Chief Financial Officer)
- Karen Oliver – (“Director of Curriculum and Instruction”)
- Michael Dunagan (“Director of Schools”)
- Renee Harlor (“OIEF Director”)
- Shannon Franklin (“Director of Accountability and Compliance”)
- and/or the “Board Administrator”) (collectively, the “Administrators”)

**Guests present were:**

- Caitlin Hicks – Education One at Trine University via zoom
- Adam Barr

Travis Carmean opened the Meeting at 6:15 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, TRAVIS CARMEAN:**

No reports at this time.

### **B. EXECUTIVE TEAM REPORT:**

Mike Gustin (President and Chief Executive Officer) furnished and presented the Executive Team OCS Board Report dated July 16, 2024 (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:**

Jack Colwell presented the Options Allowance of Vouchers dated April 16, 2024, in the amount of \$640,703.92 (“April Options Vouchers”). Travis Carmean motioned approval of the April Options Vouchers in the amount of \$640,703.92. Leanne Fowler moved to accept the Options Vouchers, and Laura Arive seconded. The motion passed unanimously. Accordingly, the April Options Vouchers were accepted by the Board of OCS.

Jack Colwell presented the Options Allowance of Vouchers dated May 21, 2024, in the amount of \$686,914.76 (“May Options Vouchers”). Travis Carmean motioned approval of the May Options Vouchers in the amount of \$686,914.76. Leanne Fowler moved to accept the Options Vouchers, and Laura Arive seconded. The motion passed unanimously. Accordingly, the May Options Vouchers were accepted by the Board of OCS.

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

#### **1. Policy Governance Committee-:**

No items at this time.

## **2. Facility Committee:**

Travis Carmean made a motion to disband the facility committee. Laura Arive moved to accept the disbandment of the facility committee. Leann Fowler seconded. The motion passed unanimously.

## **6. OLD BUSINESS**

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

No items at this time.

### **B. APPROVAL OF MINUTES FROM SCHOOL BOARD MEETING:**

Travis Carmean directed the Members of the Board to review and analyze the board minutes presented at the May 21, 2024, 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. SEPARATION OF BOARD MEETINGS FOR OPTIONS SCHOOLS (OSI) & OPTIONS FOUNDATION (OIEF):**

Travis Carmean made a motion to separate the Board Meetings for Options Schools (OSI) and Options Foundation (OIEF). The Options Foundation Board Meeting (OIEF) would be quarterly, and the schedule will be determined later. Discussion took place. Sarah Guffey move to accept and Laura Arive seconded. The motion passed unanimously.

### **1. BOARD CONFLICT OF INTEREST STATEMENTS:**

Board conflict of interest statements was given to all members to sign. No action needed.

**8. GOOD OF THE ORDER:**

Start of school reminders.

**C. ADJOURNMENT:**

Matthew Abbott motioned for adjournment at 6:56 p.m.  
Motion carried.

Submitted by:

/s/Shannon Franklin  
Shannon Franklin  
Board Stenographer

Approved by:

/s/Sarah Guffey  
Sarah Guffey  
Board Secretary

**Next scheduled meeting will be held on August 20, 2024, at Options  
Charter School Central Office—at 6:15 p.m.**