



NEO Board of Directors Meeting Minutes

Wednesday, December 18, 2024

The December meeting of the NEO Board of Directors commenced at 8:05 AM at the NEO Center.

Present: Sam Burgett, Amelia Hessling, Wynton Jones (zoom), Mark Lutze, Richard Sévère, Lupe Valtierra, Frances Vega

Absent: Scott Williams, Dexter Harris.

Also Present: Adreinne Carrol, Jennifer Jennings, Rebecca Reiner

1. **Mission Moment:** Richard read NEO's Mission statement.
2. **Consent Agenda:** The Board reviewed the Consent Agenda for the items listed here. *Mark moved to approve the consent agenda for the following items: The motion was seconded and approved unanimously.*
 - a. November 20, 2024 Board Meeting Minutes
 - b. October 2024 financial reports and November 2024 docket.
Scott Williams, NEO's Treasurer, emailed that he had reviewed the credit card and bank statements and found no irregularities.
 - c. Director's Report (for November)
The motion was seconded and approved unanimously.
3. **Updates:**
 - a. **Executive Director's Search Committee:** Frances reported that the search committee met on December 11 and have created a two-page job description with a link for more details. The committee will meet again in mid-January with the goal of posting in February and having a candidate and offer ready by May.
 - b. **Training Academy:** Rebecca reported that, as per her Director's report, she has signed contracts for the construction loan with 1st Source Bank (\$546.750 if needed) and for the construction work with Chester Construction (not to exceed \$429.697). Construction is slated to begin in late January after drawings are sent to State and permits from city are approved.
 - c. **Board Survey and Retreat:** Lupe handed out the results of the Board Survey and discussed these with the Board. He said these results will be used in planning the Board Retreat, which is scheduled for Wednesday, February 19 (regular Board meeting date).
4. **Term 1 New Vistas High School Outcomes:** Dave Plesac presented data and details about Term 1 high school student performance with a focus on credit completion. He discussed the impact of the changes that his team made to the virtual program to increase rigor and promote the integrity of the online learning platform and his teams' responses to the low credit completion and attendance rates of the virtual program.

He also shared with the Board the need for this program to meet student enrollment goals but the fine line between that and exceeding IDOE's rule that if more than 50% of enrolled students in a school are

virtual, then the entire school is reclassified as virtual and all students, even those who are in-person, receive the 85% ADM rate.

Dave, Rebecca, and the Board discussed many considerations for this program including a hybrid model (like our attempted evening academy and the possibility of applying for a charter for a separate virtual school, a consideration that was presented in our current year renewal charter application with Ball State and one that we plan to revisit once we receive our renewal decision from BSU in March. These will be the focus of our work in January and February.

5. **Operations Policies:** Due to lack of time, Mark moved to table the discussion and vote on the updated Operations Policies for the January meeting; the motion was seconded and approved unanimously.
6. **Board Membership, Offices, and Commitments:**
 - a. **Resignation:** Mark officially announced that this was his last meeting as this was the end of his second term as a member of the Board. The Board respectfully accepted his resignation and expressed their gratitude for his years of service and contributions. He offered to stay on the Executive Director's Search committee, an offer that was gratefully accepted.
 - b. **Secretary:** Frances called for nominations for someone to step in as interim Secretary to fill Mark's roll until the May meeting. Richard nominated Sam. There were no other nominations. Sam accepted the interim position. The nomination was seconded, and Sam was voted in as interim Secretary unanimously.
 - c. **Financial Commitments:** Frances reminded Board members of their commitment to make a financial contribution to NEO on an annual base. Jennifer reported that as of today, only three members have done this. Rebecca stressed that many grants ask for and expect 100% of Board members to make an annual contribution.
7. **Board Ambassadors:** As a way to support Board capacity to fulfill their commitment of being NEO advocates or ambassadors, Amelia led the Board in activities to build talking points and strategies with the goal of helping spread the word about NEO's mission and offerings in order to recruit students, partners, and supporters.
8. **Adjournment:** *Mark moved to adjourn the meeting at 10:04; the motion was seconded and approved unanimously.*

Respectfully Submitted by Rebecca Reiner

Approved by Sam Burgett, *Interim Secretary:*

 Jan. 15, 2025