



NEO Board of Directors Meeting Minutes

Thursday, May 28, 2020 (via Zoom)

The May meeting of the NEO Board of Directors commenced at 8:00 AM via Zoom.

Present: Debbie Birch, Alicia Rios, Marie Robinson, Paul Schreiner, Isaac Carr, Mark Lutze, Kimmie LaBarge

Also Present: Rebecca Reiner, Anna Swope, Jennifer Jennings, Brooke Allen, and Allan Gabrielle

1. **Minutes:** The Board read and reviewed the minutes for the April 30, 2020 Board of Directors' meeting. Paul Schreiner moved that they be approved as written. The motion was seconded and approved unanimously.
2. **Financial Reports:** The Board reviewed the financial statements and docket for May. Marie Robinson noted that she had reviewed the credit card and bank statements and found no irregularities. Allan Gabrielle commented that NEO's year-to-date financials reflect a healthy cash-flow and predicts that we will end the fiscal year closer to Ball States financial accountability goals than in previous years. Alicia Rios moved to accept the financial statements as presented. The motion was seconded and approved unanimously.
3. **2020-2021 Preliminary Budget:** The Board reviewed the initial projections for the 2020-2021 fiscal year. Rebecca noted the increase in expenditures reflects a full year of mortgage payments to the State Board of Education (compared to the 6 month deferred payments in 19-20), increased expenditures for computers, and additional salaries for projected adult education satellite sites and an enrollment and career coach.
4. **Payroll Protection Program:** Allan relayed the outcome of his conversation with Matt Vessely of 1st Source and the latest loan forgiveness guidance from the Small Business Association. NEO is compliant with the intent of the loan and the forgiveness period should occur in July or August. He described the steps we are taking to segregate and account for the associated expenditures (payroll, utilities, and mortgage interest).
5. **Graduation Plans:** Brooke Allen informed the Board of the plans for NEO's online graduation recognition.
6. **Summer and Fall 2020:** Rebecca Reiner and Anna Swope updated the Board on plans for summer classes for both NEO's New Vistas High School and NEO's Adult Education; all summer classes will be delivered remotely. They also explained that they have preliminary plans developed for a hybrid model of remotes and in-person instruction for the fall. They expect the Governor and the State's Superintendent of Instruction to release reentry guidelines for fall classes in early June and will finalize NEO's plans at that time for Board review and approval.
7. **Policy Review:** Mark Lutze moved that the Board approve NEO's Wellness Policy (#8510). The motion was seconded and approved unanimously. Mark also moved that the Board approve NEO's Public Complaints and Concerns Policy (#9130). That motion was also seconded and approved unanimously.

8. **Sun FundED Update:** Isaac Carr updated reported on the status of NEO's solar project. Sun FundED was granted the requested zoning exception from the Portage Board of Zoning Approval; this now must go to the planning commission for review of fencing, landscaping, and signage approval. The current hold-up rests with the Connectivity agreement with NIPSCO. Isaac and Rebecca plan to have a follow-up meeting with SunFundED in early June.
9. **Board Development:** The Board agreed to have a June Board Meeting on the 25th since the graduation ceremony was cancelled and will have the issue of Board officers on the agenda.

The meeting concluded at 9:10 AM.

Respectfully Submitted by Rebecca Reiner

Approved by Paul Schreiner, *Secretary*: _____