

**BOARD OF DIRECTOR MINUTES**  
**Indiana Agriculture & Technology School**  
**October 11<sup>th</sup>, 2017**  
**5:00 PM**

The Board of Directors for Indiana Agriculture Education, Inc, d/b/a/ Indiana Agriculture & Technology School was held on the 11th day of October 2017 at 650 East Carmel Drive, Suite 330, Carmel, IN 46032

Board Members in Attendance:

Allan Sutherlin, President  
Bradford Barkley, Vice President  
John Curtis, Treasurer

Board Members Not in Attendance:

Peter Beering, Secretary

School Staff:

Keith Marsh, Executive Director/Chief Academic Officer  
Thomas Sutherlin, Enrollment Director/Registrar

Guests:

Steve Hoss  
Jeff Smith

**CALL TO ORDER**

A quorum of the Board Members being present, the meeting was called to order by Allan Sutherlin, Board President at 5:00 p.m. and Mr. Keith Marsh acted as Secretary of the meeting in the absence of Mr. Beering.

**APPROVAL OF MINUTES**

Minutes of the September 12, 2017 Special Meeting of the Board of Directors for Indiana Agriculture Education, Inc. was presented to the Board for approval by Allan Sutherlin.

Motion was to approve the September 12, 2017 Special Meeting of the Board of Directors for Indiana Agriculture Education, Inc. by Allan Sutherlin.

John Curtis approved the motion to accept the minutes from September 12, 2017 Special Meeting of the Board of Directors for Indiana Agriculture, Inc.

Brad Barkley second the motion.

Minutes for the September 12, 2017 Special Meeting of the Board of Directors for Indiana

Agriculture Education, Inc. are approved.

## FINANCES

John Curtis presented the school budget for 2017-2018 Year 0. Mr. Curtis explained that the State Board of Accounts (SBOA) charts of account is being used for the school budget. Mr. Curtis went through the budget items line by line.

Specific area of focus on Year 0 budget was on the staffing, salary start date. Positions starting for Year 0 are:

Executive Director/Chief Academic Officer – Salary Start Date October 2017  
Enrollment Director/Registrar – Salary Start Date December 2017  
Director of Development – Salary Start Date January 2018  
Director of Marketing – Salary Start Date To Be Determined

All funds for Year 0 have been committed, secured, and presented for approval.

Mr. Sutherlin asked for a motion from the board to approve and ratify the 2017-2018 Year 0 school budget.

Mr. Barkley motioned for the 2017-2018 Year 0 budget to be approved.

Mr. Curtis second the motion.

The 2017-2018 Year 0 budget was approved.

Discussion only on 2018-2019 Year 1 budget was presented by Mr. Curtis. Year 1 budget is based upon what is believed to be a conservative estimate of 550 students. Our enrollment for 2018-2019 is capped at 1000 students, but for conservative budgeting the Year 1 budget was built on 550 students. Mr. Curtis explained to the board that this number will provide a positive end of year budget. Mr. Curtis went through each line item for Year 1 for clarification and what is in each account line item.

We will provide estimated enrollment to the Indiana Department of Education (IDOE) on April 1, 2018. This number will be 80% of our capped enrollment of 1000 which is 800 students. We will receive our first allocation from the IDOE on July 15, 2018. We will receive allocations for the month of July, August, September, and October. Count day is September 14, 2018 and our allocations will be trued up based on actual ADM count September 14, 2018.

## ACADEMICS

Mr. Sutherlin presented the Edgenuity information to the board. Mr. Sutherlin explained after a long process that this contract provides a clear quote and meets our requirement that was negotiated by Keith Marsh. This is a three-year fixed agreement. Mr. Sutherlin asked that the board approves for the school to move forward with finalizing the contract with Edgenuity.

Mr. Barkley motioned to authorize the board president to proceed with negotiating and finalizing the contract with Edgenuity in order to get the contract signed.

Mr. Curtis seconded the motion.

It was approved for the board president to proceed with negotiating and finalizing the contract with Edgenuity in order to get the contract signed.

We are currently in development of our enrollment process and how we will enroll students to the school. This is in conjunction with Edgenuity and the Student Information System (SIS). This will be set and in place by December 2017.

## **MARKETING**

Mr. Curtis shared with the board the logo for Indiana Agriculture & Technology School. Discussion was shared that the school is currently in production for shooting video for the school. The video is focusing on three areas:

1. The values of Virtual Online Education.
2. On the farm and what it means to the Morgan County community and the State of Indiana along with how the farm works.
3. American agriculture industry.
4. Promoting the Agri business to potential students, parents and Corporate sponsors.

We are finalizing our marketing firm and the school is in discussion with a person who we are interested in serving as our Marketing Director.

## **ADDITIONAL DISCUSSION**


Mr. Barkley asked when the next board meeting will be scheduled. Mr. Sutherlin stated that all board meetings are scheduled for the second Wednesday of each month. Mr. Marsh will send out the 2017-2018 Board of Directors meeting schedule to the board members.

## **ADJOURNMENT**

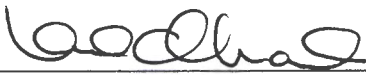
There being no further business to come before the meeting, a motion to adjourn by Mr. Curtis was made and accepted by Mr. Sutherlin.

The meeting was adjourned at 6:03 PM.

Minutes taken by Keith A. Marsh

  
\_\_\_\_\_  
Corporation President

APPROVED

  
\_\_\_\_\_  
Acting Secretary

## DOCUMENTS

2017-2018 Year 0 Budget (Final)

Edgenuity Quote