



APPROVED 1/18/2017

Reach Cyber Charter School
MINUTES OF THE BOARD OF DIRECTORS MEETING
Wednesday, November 16, 2016 at 9:00 a.m.

Held at the following location and via teleconference
750 East Park Drive, Suite 204
Harrisburg, PA 17111

I. Call to Order and Roll Call

In the absence of a quorum of Board members, Mr. Taylor indicated the Board's intent to hear Oral Reports until additional members of the Board could join the meeting.

Board Members Present: David Taylor (in person); Gail Hawkins-Bush and Joe Harford (via phone);

Board Members Joined During Meeting: Brian Leinhauser (via phone);

Board Members Absent: Paul Donecker and Alex Schuh;

Guests via Phone: Jane Swan, Principal; Scott Stuccio, School staff; Rachel Graver, Connections staff; (in person); Dennis Tulli, Connections Consultant; Michael Whisman and Kevin Corcoran, Charter Choices, Financial Consultants; Ken Helt, Jay W. Ragley, Amanda Jay, Heather Woodward and Kristin DeGross, Connections staff (via phone).

Oral Reports

At the request of the Board, this item was moved up on the agenda.

Principal's Report

Update on Enrollment Visit – October 27, 2016

Ms. Swan reviewed the recent visit by representatives from the Pennsylvania Department of Education. She reviewed the meeting with the Board and noted the positive outcomes of the meeting. Ms. Swan further reviewed enrollment and staffing at the school.

[Mr. Leinhauser joined the meeting at 9:08 a.m.]

Having a quorum of the Board present, Mr. Taylor called the meeting to order at 9:08 a.m.

II. Public Comment

There were no public comments made at this time.

III. Routine Business

a. Approval of Agenda

Mr. Taylor asked the Board to review the Agenda distributed prior to the meeting. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the November 16, 2016 meeting of the Reach Cyber Charter School Board of Directors, as presented, is hereby approved.

The motion passed unanimously.

IV. Oral Reports

a. Principal's Report

i. Update on Enrollment Visit – October 27, 2016

This item was discussed earlier in the meeting.

ii. Update on Student Intervention Efforts – Tier 1 and Tier 2

Ms. Swan updated the Board on Student Intervention Efforts. She advised the Board of school staff members' increased awareness of critical educational components and benchmarks, as well as Connections' useful tools for tracking student progress. Ms. Swan further discussed the relation these efforts have to the school's annual success in goals completion.

iii. Update on Title Funding

Ms. Swan provided the Board with an update on title funding disbursements for the 2017-2018 school year.

Ms. Swan introduced Mr. Stuccio, and reviewed his work at the school as the STEM Coordinator. Mr. Stuccio discussed his background with the Board, and provided an update on new technology to be installed at the school for use with state standardized lessons. The Board thanked Mr. Stuccio for his innovative work.

b. Financial Update

Mr. Helt discussed the school's financial statements with the Board. Mr. Helt reviewed the revenue and expense statements, as well as the current forecast. He further noted that all financial documents had been reviewed with the school's financial consultants prior to the meeting.

V. Consent Items

Mr. Taylor asked the Board Members whether there were any items from the Consent Items that they wanted moved to Action Items for discussion, or tabled. There being no changes, a motion was made and seconded as follows:

RESOLVED, that the Consent Items:

- a. Approval of Minutes from the October 19, 2016 Board Meeting; and
- b. Approval of Staffing Report, are hereby approved.

The motion passed unanimously.

VI. Action Items

- a. Approval of Connections Education Invoice for October

Mr. Helt reviewed the Connections invoice for the month of October, as drawn from the financial report presented earlier in the meeting and contained in the Board materials. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Connections Education invoice for the month of October, in the amount of \$488,824.14, as presented, is hereby approved.

The motion passed unanimously.

VII. Information Items

- a. Future Funded Enrollment Growth

Ms. Graver reviewed with the Board a proposed Funded Enrollment Target range for the 2017-2018 school year of 1,500- 2,000 students. She reminded Board members that the target is a major driver for school budget planning, including outreach, staffing and many other initiatives. Ms. Graver further advised that the proposed enrollment target will be presented for approval during the upcoming January Board meeting, if Board members indicate their support of the number. She reviewed past target numbers and the predicted growth for the school based on many factors, including trends in enrollment, students currently in the pipeline and outreach efforts. The Board expressed their support of the proposed number.

- b. Legislative Update

Ms. Jay provided the Board with an update on recent legislative activities in the state, which may impact the school.

- c. Partner School Leadership Team Update

- i. School Leader Review Process

Ms. Graver outlined the annual school leader review process with the Board. She reviewed with Board members that the process includes feedback from the Board through a survey. Ms. Graver further reviewed with the Board that Ms. Swan's mid-year review will be discussed during the

January meeting and the final review will take place during the Board's Annual Meeting in June. She also reiterated the importance of Board member participation in the review process.

Ms. Swan discussed several recent field trips for families at the school, and noted the successful numbers in attendance.

VIII. Adjournment and Confirmation of Next Meeting - Wednesday, January 18, 2017 at 9:00 a.m.

Mr. Harford inquired if there was any other business or discussion. There being no further business or discussion, he noted that the next meeting would be held on Wednesday, January 18, 2017 at 9:00 a.m. The Board being at the end of its agenda, the meeting was adjourned at 9:33 a.m.