



**APPROVED**  
Reach Cyber Charter School  
**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
Wednesday, January 18, 2017 at 9:00 a.m.

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

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**I. Call to Order and Roll Call**

In Mr. Taylor's absence and at his request, Mr. Harford called the meeting to order at 9:02 a.m. when all participants were present and able to hear each other.

Board Members Present: Alex Schuh, Gail Hawkins-Bush, Paul Donecker, and Joe Harford (via phone);

Board Members Absent: David Taylor;

Guests via Phone: Jane Swan, Principal; Michael Hinshaw, school staff; Kevin Corcoran, Charter Choices, Financial Consultants; Rachel Graver, Connections staff; (in person); Ken Helt, Amanda Jay and Heather Woodward, Connections staff (via phone).

**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 January 18, 2017 meeting of the Reach Cyber Charter School Board of Directors, as presented, is hereby approved.

The motion passed unanimously.

**IV. Acceptance of Board Member Resignation, Brian Leinhauser**

The Board reviewed Mr. Leinhauser's resignation letter as submitted noting his busy law practice as a reason for his resignation. The Board thanked Mr. Leinhauser for his service to the school and the Board. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, the resignation of Board Member, Brian Leinhauser, is hereby accepted effective January 18, 2017.

The motion passed unanimously.

## V. Consideration and Appointment of Board Member Candidate

This item was tabled.

[Mr. Hinshaw joined the meeting at 8:07 a.m.]

## VI. Oral Reports

### a. Principal's Report

Ms. Swan reviewed the Monthly School Report with the Board, highlighting changes from last year's report and trends in this year's report to date. She noted that the school's current enrollment is 863 students. The Board discussed the growth and work done by the leadership team and school staff in support of the school. The Board thanked all involved for their hard work.

#### i. School Activities Update: Weather Station Installation and Update on Field Trips

Ms. Swan updated the Board on school activities, including an update on the weather station installation and field trips for students. She reviewed the turnout, from staff, students and media during the implementation of the weather station on December 13, 2016. Ms. Swan shared the school's excitement for the upcoming activities in support of the weather station.

#### ii. School Operations Metrics

Ms. Swan presented this item to the Board. She reviewed the data included in the Board materials, highlighting the school's performance as compared with other Connections' partnering schools of similar size and years in operation. Board members discussed the metrics data with Ms. Swan.

[Mr. Harford left the meeting at 9:22 a.m. and Ms. Hawkins-Bush assumed the chair for the remainder of the meeting.]

### b. Financial Report

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.

## VII. Consent Items

Ms. Hawkins-Bush 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 items moved, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the November 16, 2016 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of LiveSpeech Invoice(s); and

- d. Approval of Reach Cyber Charter's Special Education Policies and Procedures Manual; are hereby approved.

The motion passed unanimously.

## VIII. Action Items

- a. Approval of Connections Education Invoices for November and December

Mr. Helt reviewed the Connections invoices for the months of November and December, 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 invoices for the months of November, in the amount of \$679,920.00, and December, in the amount of, \$727,238.35 as presented, are hereby approved.

The motion passed unanimously.

- b. Approval of Revised Fee Schedule for the 2016-2017 School Year Resulting from VOIP Decision

Mr. Helt reviewed the Revised Fee Schedule for the 2016-2017 School Year resulting from VOIP decision previously discussed and decide upon by the Board. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Revised Fee Schedule for the 2016-2017 school year, as presented, is hereby approved.

The motion passed unanimously.

- c. Approval of Funded Enrollment Target for 2017-2018 School Year

Ms. Swan reviewed the proposed enrollment target for the 2017-2018 school year of 1,700 students and sought Board input in regards to the number. The Board had a discussion and agreed that this was a good target to set for the upcoming school year based on staffing and budget. The motion was made and seconded as follows:

RESOLVED, that funded enrollment target for the 2017-2018 school year, as presented, is hereby approved.

The motion passed unanimously

## IX. Information Items

- a. Legislative Update

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

b. Partner School Leadership Team Update

Ms. Graver presented to the Board on behalf of Connections' School Leadership Team.

c. Upcoming LiveLesson® Session and Curriculum Town Hall

Ms. Woodward presented this item to the Board. She reminded the Board that they will be soon be receiving a link to a LiveLesson® session presentation intended to provide a more in-depth look at the Outreach plans for the upcoming school year prior to the next Board meeting's documentation and request for approval. She further reminded the Board of the timing of the upcoming Curriculum Town Hall presentation as part of the annual review process for Curriculum consideration.

[Ms. Swan, Mr. Hinshaw, Mr. Corcoran, Mr. Helt and Ms. Jay left the meeting at 9:45 a.m.]

**X. Executive Session – To discuss any matter involving the employment of a person (65 PA CSA § 708(a)(4)) – School Leader Mid-Year Review**

The Board entered into an Executive Session at 9:46 a.m. The Board cited the following for entering into the Executive Session: To discuss any matter involving the employment of a person (65 PA CSA § 708(a)(4)) – School Leader Mid-Year Review. Board members entered into the Executive Session via a roll call vote. All present remained for the Executive Session.

Open Session resumed at 10:03 a.m. via a roll call vote. No action was taken during Executive Session.

**XI. Adjournment and Confirmation of Next Meeting - Wednesday, February 15, 2017 at 9:00 a.m.**

Mr. Taylor 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, February 15, 2017 at 9:00 a.m. The Board being at the end of its agenda, the meeting was adjourned at 10:04 a.m.