



APPROVED 4/19/2017

Reach Cyber Charter School
MINUTES OF THE BOARD OF DIRECTORS MEETING
Wednesday, February 15, 2017 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

Mr. Taylor called the meeting to order at 9:01 a.m. when all participants were present and able to hear each other.

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

Guests via Phone: Jane Swan, Principal; Michael Hinshaw and LeeAnn Richie, school staff; Kevin Corcoran and Dave Sutter, Charter Choices, Financial Consultants; Rachel Graver, Ken Helt and Benjamin Shifflet Connections staff; (in person); Amanda Jay, Sylvia Pryor, TraKisha McNeil, Heather Woodward and Megann Arthur, 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. Following a request from the school, the Board added Action Item (b) Approval of Additional Staffing to the agenda. There being no additional changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the February 15, 2017 meeting of the Reach Cyber Charter School Board of Directors, as amended, is hereby approved.

The motion passed unanimously.

IV. Oral Reports

a. Principal's Report

Ms. Swan reviewed the Monthly School Report with the Board, highlighting changes from last month's report. She detailed recent and planned field trips for the remainder of the school year. Ms. Swan also provided the Board with an update on enrollment, and discussed enrollment trends with the Board.

i. Update on State Testing

Ms. Swan updated the Board on staff preparations for upcoming state testing, including sites secured throughout the state and staff assigned to proctor examinations. She further thanked Connections for their support in the state testing planning process.

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.

Mr. Sutter reviewed potential long-term strategies for the school's financial resource management and cash reserve with the Board. Board members discussed revenue sources and school financial needs in detail.

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 items moved, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the January 18, 2017 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of LiveSpeech Invoice;
- d. Approval of Title 1 Parent Involvement Policy;
- e. Approval of the 2017-2018 School Year General School Handbook; and
- f. Approval of the 2017-2018 School Year State Specific School Handbook; are hereby approved.

The motion passed unanimously.

VI. Action Items

a. Approval of Connections Education Invoice for January

Mr. Helt reviewed the Connections invoice for the month of January, 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 January, in the amount of \$536,972.24, as presented, is hereby approved.

The motion passed unanimously.

Approval of Additional Staffing

Ms. Swan reviewed with the Board the school's desire to add the creation of an Attendance and Truancy Coordinator to the school staff. She advised the Board of the background for the creation of this position, to guarantee the school is remaining in compliance with all state regulations and tracking student attendance currently and accurately. Board members indicated their support of the position, and discussed the 12-

month position with Ms. Swan. There being no additional discussion, a motion was made and seconded as follows:

RESOLVED, that the addition of an Attendance and Truancy Coordinator position, as discussed, is hereby approved.

The motion passed unanimously.

VII. Information Items

a. Outreach Plan for the 2017-2018 School Year

Ms. Pryor presented this item to the Board. She reviewed the school's proposed Outreach Plan for the upcoming school year, as included in the Board materials. Ms. Pryor highlighted current and projected enrollment numbers, as well as planned activities for student recruitment. Board members had discussion on the outreach plans and specific activities.

b. Legislative Update

Dr. Taylor and 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

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

i. Update on Winter Principal's Conference

Ms. Graver provided an update on the Winter Principal's Conference to the Board, as well as Ms. Swan's involvement in the retreat.

VIII. Adjournment and Confirmation of Next Meeting - Wednesday, April 19, 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, April 19, 2017 at 9:00 a.m. The Board being at the end of its agenda, the meeting was adjourned at 9:54 a.m.