



APPROVED 6/21/2017

Reach Cyber Charter School
MINUTES OF THE BOARD OF DIRECTORS SPECIAL MEETING
Wednesday, May 31, 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 9:08 a.m. when all participants were present and able to hear each other.

Board Members Present: David Taylor (in person), Gail Hawkins-Bush and Paul Donecker (via phone);

Board Members Absent: Alex Schuh and Joe Harford;

Guests via Phone: Jane Swan, Principal; Michael Hinshaw and LeeAnn Richie, school staff; Barren Flood, Board Counsel representative; Rachel Graver, Connections staff; (in person); Dave Biondo, Board Member Candidate; Amanda Jay, Heather Woodward, Benjamin Shifflet 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. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the May 31, 2017 special 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

Ms. Swan reviewed the Monthly School Report with the Board, highlighting changes from last month's report.

i. Update on Facility

Ms. Swan provided the Board with an update on the school's staffing plans, as well as intent to expand to additional space within the current building.

ii. End of Year Activities

Ms. Swan provided the Board with an update on end of year activities. She reviewed field trips to Lake Tobias and the Philadelphia Zoo, as well as other recent events around the state.

iii. State Testing Update

Ms. Swan updated the Board on the recent completion of state testing. She briefly reviewed the numbers of families who exercised their "opt out" option, as well as participation rates.

Ms. Swan also reviewed a recent site visit by the state Department of Education with the Board.

b. Financial Report

Mr. Shifflet discussed the school's financial statements with the Board. He reviewed the revenue and expense statements, as well as the current forecast. Mr. Shifflet 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 items moved, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the April 19, 2017 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of LiveSpeech Invoice(s);
- d. Approval of Board President as Board Designee to Approve Summer Staffing Decisions for the 2017-2018 School Year; and
- e. Approval of Federal Title Funding Documentation: Revised Homeless Policy; are hereby approved.

The motion passed unanimously.

VI. Action Items

a. Approval of Connections Education Invoice for April

Mr. Shifflet reviewed the Connections invoices for the month of April, 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 April, in the amount of \$618,834.56, as presented, is hereby approved.

The motion passed unanimously.

b. Approval of Budget for the 2017-2018 School Year

Mr. Shifflet reviewed the proposed 2017-2018 school year budget outline and Budget Notes documents with the Board, also reminding them of the budget development process to date that included the school leader, Board Treasurer and/or other Designee(s) and Connections staff. Board members discussed the budget, including related staffing, outreach and other specific expenses for the school. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the proposed budget for the 2017-2018 school year and all assumptions provided therein, as presented, is hereby approved.

The motion passed unanimously.

VII. Information Items

a. Update on Board Recruitment

At the Board Chair's request, Ms. Graver introduced Mr. Biondo to the Board, and provided some brief biographical information about the candidate. Mr. Biondo then discussed his interest in serving on the Board, as well as his background and experience with Board members.

Ms. Swan further advised that she had been in contact with a potential parent representative for Board membership consideration, and would update the Board further at a future meeting.

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

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

i. Update on End of Year Review

Ms. Graver outlined the annual school leader review process with the Board. She reminded Board members that the process includes feedback from the Board through a survey. Ms. Graver further reminded the Board that Ms. Swan's 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.

VIII. Adjournment and Confirmation of Annual Meeting - Wednesday, June 21, 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 annual meeting would be held on Wednesday, June 21, 2017 at 9:00 a.m. The Board being at the end of its agenda, the meeting was adjourned at 9:46 a.m.