



APPROVED 9/20/2017

**Reach Cyber Charter School
MINUTES OF THE BOARD OF DIRECTORS MEETING**

Wednesday, August 16, 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 9:02 a.m. when all participants were present and able to hear each other.

Board Members Present: David Taylor, Joe Harford, Dave Biondo and Paul Donecker (via phone);

Board Members Absent: Alex Schuh and Gail Hawkins-Bush;

Guests via Phone: Jane Swan, Principal; LeAnn Richey and Clara Keeperts, School staff; Kevin Corcoran, Charter Choices, Financial Consultant (in person); Nancy Wagner, School staff; Andrew Pasquinilli, Rachel Graver, Amanda Jay, 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 August 16, 2017 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. Back to School Activities, Staffing and Training Update

Ms. Swan discussed with the Board recent back to school activities, including specific STEM activities. She also updated the Board on staffing levels, as well as professional development

planned for both new and returning staff to start the school year.

ii. Enrollment Update

Ms. Swan advised the Board that there are currently 1,126 students enrolled in the school, and provided updates as to the number in other stages of the enrollment process.

iii. Connections Academy Summer Leadership Conference

Ms. Swan discussed the recent CA Leadership Conference, held annually in Baltimore. She reviewed many of the topics covered at the retreat, as well as mentoring and networking opportunities for him and other school leadership team members.

iv. 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.

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.

i. Unaudited 2016-2017 Financial Results

Mr. Shifflet reviewed the unaudited financial results from the previous school year with the Board, including summer school expenses. He further provided the Board with an update on the audit engagement process.

ii. Fee Schedule Revision(s) Update

Mr. Shifflet reviewed with the Board the proposed revisions to the fee schedule, as included in the Board materials and later in the meeting for consideration. He provided the Board with the background to the proposed changes, and the review with the school's financial consultants.

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 June 21, 2017 Annual Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of LiveSpeech Invoice(s);
- d. Approval of Connections Education Invoice for June;
- e. Approval of Revised Fee Schedule from Connections Education;
- f. Approval of 2017-2018 Base Salaries and Incentive Percentage and Career Ladder Positions; and
- g. Approval of Board President as Board Designee to Work with School Leadership to Review and Finalize Revision(s) to the Truancy Policy included in the 2017-2018 School Year State Specific School Handbook; are hereby approved.

The motion passed unanimously.

[Mr. Corcoran left the meeting at 9:32 a.m.]

VI. Action Items

a. Approval of Expanded and Upgraded Technology Package

Ms. Jay presented this item to the Board. She reviewed the proposal for expanded and upgraded technology for the school, as included in the Board meeting materials. Ms. Jay advised that the proposed technology package was being presented in an attempt to provide teachers additional opportunity to flex their work space. Board members discussed the proposal, and expressed their support. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Expanded and Upgraded Technology Package proposal, as presented, is hereby approved.

The motion passed unanimously.

b. Approval of Membership with Charter Schools Coalition

Ms. Swan reviewed with the Board her support of joining the charter schools coalition. She further discussed the coalition's representative who is planning to visit the school soon. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that membership with the Charter Schools Coalition, as presented, is hereby approved.

The motion passed unanimously.

c. Approval of Board Training and Conference Attendance for the 2017-2018 School Year

Ms. Arthur reviewed the upcoming trainings and conferences that have been identified that may interest members of the Board. The Board reviewed the upcoming training offerings, and the advantages and specific agenda topics of each conference, and their support of Board members making an effort to attend the training opportunities. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Board training and conference attendance for the 2017-2018 school year, including the National School Boards Association and National Charter Schools conferences, as discussed, is hereby approved.

The motion passed unanimously.

VII. 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

Mr. Pasquinilli presented to the Board on behalf of Connections' School Leadership Team, highlighting back to school planning for staff.

c. Teacher Professional Development Products and Services for the 2017-2018 School Year

Mr. Pasquinilli reviewed the professional development products and services for school staff, as offered by Connections for the 2017-2018 school year. He discussed the various levels and delivery models of professional learning opportunities available to staff members based on years of service and experience. He and Ms. Swan also highlighted the additional training and development opportunities offered by school leadership.

d. In-Person Board Meeting Update

Ms. Arthur discussed with the Board the availability of Board members and school leadership for regularly scheduled fall Board meetings. Board members expressed their support of holding an in-person Board meeting for their October 18th meeting, assuming the two Board members absent from the current meeting confirmed their availability.

VIII. Adjournment and Confirmation of Next Meeting - Wednesday, September 20, 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, September 20, 2017 at 9:00 a.m. The Board being at the end of its agenda, the meeting was adjourned at 10:02 a.m.