



**APPROVED 10/20/2021**

**Reach Cyber Charter School**

**MINUTES OF THE BOARD OF DIRECTORS MEETING AND STRATEGIC PLANNING RETREAT**

Wednesday, September 15, 2021 at 9:00 a.m.

**Meeting Location:**

Lake Raystown Resort  
3101 Nugget Run  
Enriken, PA 16638

**And Via Zoom Video and Teleconference**

<https://reach-connectionsacademy-org.zoom.us/j/2666552472?pwd=UDByREJlYXJlJmNkOHY4OWdwa0FWZz09>

**Meeting ID:** 266 655 2472

**Passcode:** QWMw5V

**Phone** +1 301 715 8592 US

**Meeting ID:** 266 655 2472 **Passcode:** 250287

---

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

Mr. Taylor called the meeting to order at 9:04 a.m. when all participants were present and able to hear each other. The meeting location was open to the public to attend in person and held via video and teleconference.

Board Members Present: David Taylor, Joe Harford, Gail Hawkins Bush, Paul Donecker and Dave Biondo (in person at the meeting location following COVID-19 social distancing protocols);

Board Members Absent: Alex Schuh;

Guests: Jane Swan, School CEO, J.D. Smith, Karen Yeselavage, Corey Groff, Cody Smith, LeeAnn Ritchie, Kelley McConnell, Greg McCurdy, Mike Garman, Dan Ladislaw, Andy Gribbin, Rachel Graver, Scott Stuccio, and Devin Meza-Rushanan, School Staff; Pat Hennessey, Board Counsel; (in person at the meeting location following COVID-19 social distancing protocols); Kari Shaffer, Lorraine Harmer, Clara Keepports, Heather Berger, Stephanie Bost, Lindsay Lester, Erica Carroll, School Staff; Laura Johnson, Melissa Brown, Emily Lee and Megann Arthur, Pearson Virtual Schools staff (via phone and videoconference).

**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 September 15, 2021 Meeting and Strategic Planning Retreat of the Reach Cyber Charter School Board of Directors, as presented, is hereby approved.

The motion passed unanimously.

### IV. Oral Reports

#### a. CEO's Report

##### i. Back to School Activities

Ms. Swan presented this item to the Board. Ms. Swan advised of the staff start date and training and professional development that has taken place. Ms. Swan further advised of upcoming STEM focused back to school events taking place throughout the area as well as social events including bowling. The Board advised of their desire to include legislator invitations to the aforementioned back to school events

Ms. Swan and Board members discussed the recent guidance on COVID-19 protocols including mask and vaccine requirements. The Board discussed their intent to continue to follow guidance closely as new requirements are set forth.

##### ii. Staffing and Hiring Update

Ms. Swan introduced the new Director of Human Resources, Mr. Garman, to the Board. She further reviewed current staffing levels with the Board.

##### iii. Enrollment Update

Ms. Swan reviewed the current enrollment numbers for the school, noting trends in enrollment.

#### b. Financial Report

Ms. Yeselavage reviewed the school's financial statements with the Board. She reviewed the revenue and expense statements, advising on changes since the previous months' statements. Ms. Yeselavage further reviewed with the Board the school's balance sheet and current forecast.

i. Unaudited 2020-2021 Financial Results

Ms. Yeselavage reviewed the unaudited financial results from the previous school year with the Board, highlighting specific areas of interest in discussion with the Board.

**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 noted, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the August 23, 2021 Rescheduled Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Pearson Invoice(s) for July (# 91000008689) and August (# 91000008731);
- d. Approval of Federal Title Funding Documentation: Parent and Family Engagement Policy; and
- e. Approval of MOU with Alvernia University; are hereby approved.

The motion passed unanimously.

**VI. Action Items**

- a. Approval of Board Training and Conference Attendance for the 2021-2022 School Year

Ms. Arthur reviewed the upcoming trainings and conferences that were identified at a previous meeting by the Board as potentially of interest for continuous board education. The Board reviewed the upcoming training offerings, and the advantages and 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 2021-2022 school year, as discussed, is hereby approved.

The motion passed unanimously.

**VII. Information Items**

- a. School Success Partner (SSP) Update

Ms. Johnson presented to the Board on behalf of the School Success Partner (SSP) team.

i. Pearson Support Team Updates

Ms. Johnson provided the Board with an overview of the structural changes recently made to the Pearson Virtual Schools support team structure, highlighting previous roles and responsibilities of each member of the three-person pod structure supporting the school and Board going forward. She further advised of a new State Policy Support Partner.

Ms. Johnson advised the Board of legislative activities in the state which may impact the school. Ms. Johnson further shared her appreciation for the school staff.

b. Academic Success Partner (ASP) Update

Ms. Brown presented to the Board on behalf of the Academic Success Partner (ASP) team.

i. Key School Metrics

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

ii. Teacher Professional Development Products and Services for the 2021-2022 School Year

Ms. Brown reviewed the professional development products and services for school staff, as offered by Pearson for the 2021-2022 school year. She discussed the various levels and delivery models of professional learning opportunities available to staff members and advised of the curated catalog of content to allow for a more personalized professional development experience.

c. Board Relations Update

Ms. Arthur presented to the Board on behalf of Pearson's Board Relations team.

i. School Handbook re Technology

Ms. Arthur provided an update on the technology statement, as included in the Board meeting materials. She advised that the statement had been included within the school handbook to provide clarification on access to Connections Academy owned computers upon enrollment withdrawal or graduation.

[Ms. Johnson, Ms. Arthur, Ms. Brown, Ms. Lee, Ms. Shaffer, Ms. Harmer, Ms. Keepports, Ms. Berger, Ms. Bost, Ms. Lester and Ms. Carroll all left the meeting at 9:45 a.m.]

## **VIII. Strategic Planning**

[Following a brief break of all in-person attendees, the Board began the Strategic Planning session at 10:15 a.m.]

All Board members and Reach leadership team members introduced themselves to begin the meeting. Ms. Swan reviewed the agenda for the strategic planning session, as well as the 2019-2022 current Strategic Plan, a copy of which was handed out to Board members for discussion.

Ms. Swan and her leadership team led the Board in the discussion of S.M.A.R.T. Goals progress within the Plan. The first goal to be discussed was: Improve Student Outcomes. Dr. McConnell reviewed data on student outcomes. The Board and leadership team had a discussion of state testing procedures and best practices.

The second goal to be discussed was: Grow and Strengthen STEM. Program. Mr. Gribbin reviewed the data related to STEM and lead a discussion about future initiatives.

The third goal to be discussed was: Prepare for Responsible School Growth. Ms. Swan and Ms. Graver reviewed specific initiatives and overall progress of school activities toward this goal.

The fourth goal to be discussed was: Integration of HR and Business Services. Ms. Swan, Mr. Garman, and Ms. Yeselavage reviewed the progress of this initiative in their various areas of expertise and accountabilities.

The final goal to be discussed was: Improve Partnerships for Success. Ms. Ritchie, Mr. Smith, and Mr. Stuccio reviewed the progress of this initiative.

[Board members and other attendees continued to discuss potential strategic initiatives through a working lunch]

## **IX. Adjournment and Confirmation of Next Meeting – Wednesday, October 20, 2021 at 9:00 a.m.**

Mr. Taylor inquired if there was any other business or discussion. There being no further business or discussion, a motion was made and seconded as follows:

RESOLVED, that the next meeting date is October 20, 2021, to be held at the school location and/or via teleconference, based on state recommendations regarding public health and safety, is hereby approved; and

FURTHER RESOLVED, that the Board being at the end of its agenda, the meeting was adjourned at 1:30 p.m., is hereby approved.

The motions passed unanimously.