



**APPROVED 11/17/2021**

**Reach Cyber Charter School  
MINUTES OF THE BOARD OF DIRECTORS MEETING**  
Wednesday, October 20, 2021 at 9:00 a.m.

**Meeting Location:**

750 East Park Drive, Suite 204  
Harrisburg, PA 17111

**And Via Zoom Video and Teleconference**

<https://reach-connectionsacademy-org.zoom.us/j/2666552472?pwd=UDByREJlYXJlNXVkOHY4OWdwa0FWZz09>

**Meeting ID:** 266 655 2472

**Passcode:** QWMw5V

**Phone** +1 301 715 8592 US

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

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

Mr. Taylor called the meeting to order at 9:00 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 at the school, and held via teleconference.

Board Members Present: David Taylor, Alex Schuh, Paul Donecker, and Dave Biondo (via phone and videoconference);

Board Members Absent: Joe Harford and Gail Hawkins Bush;

Guests: Jane Swan, School CEO, Mike Garman, Cody Smith, Karen Yeselavage, Dan Ladislaw, J.D. Smith, Lisa Blickley, Corey Groff, Andy Gribbin, Katherine Rutkowski, LeeAnn Ritchie, Rachel Graver, and Scott Stuccio, School Staff (in person at the school); Erica Carroll, Alicia Swope, Maurine Hockenberry, Cody Smith, Devin Meza-Rushanan, Kelley McConnell, Stephanie Bost, and Tina Marteney, School Staff; LaMaia Cramer, Christina Wingert, Tara Himes, and Mandi Young, REACH parents/members of the public; Jaiden Young, REACH student; Kevin Corcoran, Charter Choices, Financial Consultant; 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. The Board advised of their intent to add Oral Report Item iv. Benefits Review, Strategic Planning item d. Approval of MOU with Central Pennsylvania Chapter Independent Electrical Contractors, Strategic Planning item e. Approval of MOU with Boys and Girls Club of Western Pennsylvania as well as an Executive Session to take place at the end of the agenda. There being no further changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the October 20, 2021 Meeting of the Reach Cyber Charter School Board of Directors, as amended, is hereby approved.

The motion passed unanimously.

### **IV. Oral Reports**

#### a. CEO's Report

Ms. Swan presented this item to the Board.

##### i. Enrollment Update

Ms. Swan reviewed the current enrollment numbers for the school.

##### ii. Staffing Updates

Mr. Garman reviewed current staffing levels including open roles with the Board.

##### iii. State of the School Report

Ms. Swan presented this item to the Board, providing an overview of the report as included in the Board meeting materials. Ms. Swan specifically highlighted the parent satisfaction survey results and the school goals discussing attainment metrics for each goal.

##### iv. Benefits Review

Ms. Swan introduced Ms. Blickley to provide an overview of the benefits renewal. Ms. Blickley highlighted key data relevant to the renewal.

#### 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.

## **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 September 15, 2021 Board Meeting;
- b. Approval of Staffing Report; and
- c. Approval of Pearson Invoice(s) for September (# 91000009022); are hereby approved.

The motion passed unanimously.

## **VI. Action Items**

There were no action items.

## **VII. Information Items**

- a. School Success Partner (SSP) Update

Ms. Johnson presented on behalf of the School Success Partner (SSP) team. Ms. Johnson advised the Board of the support role of Ms. Garcia in researching legislative activities in the state and provided an overview of her experience. Ms. Swan further advised the Board of testimony she will be providing to advocate for virtual charter school legislation.

## **VIII. Strategic Planning**

- a. Approval of Service Contract with Harrisburg University

Mr. Smith presented this item to the Board and discussed the benefits of this agreement. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the service contract with Harrisburg University, as presented, is hereby approved.

The motion passed unanimously.

- b. Approval of MOU with Lancaster Bible College

Ms. Ritchie provided an overview of the agreement, as included in the Board meeting materials. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the MOU with Lancaster Bible College, as presented, is hereby approved.

The motion passed unanimously.

c. Approval of Use of Funds in Reserve

i. Families in Need

Ms. Graver presented this item to the Board and discussed the use of an additional \$1.5 million in funds to be placed in reserve to provide grocery certificates to families in need. Ms. Swan advised of the anticipated budget associated with this initiative and further discussed historical utilization rates. At the request of the Board, Ms. Graver discussed feedback from this initiative in previous years. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the families in need, as presented, is hereby approved.

The motion passed unanimously.

ii. Employee Wellness Program

Ms. Graver provided an overview of the program, highlighting key initiatives including a walking challenge currently taking place. She further advised the Board of planned incentives for participation in activities that foster a healthy lifestyle. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Employee Wellness Program, is hereby approved.

The motion passed unanimously.

d. Approval of MOU with Central Pennsylvania Chapter Independent Electrical Contractors

Mr. Ladislaw discussed the proposed program under the MOU with the Central Pennsylvania Chapter Independent Contractors. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the MOU with Central Pennsylvania Chapter Independent Electrical Contractors, as presented, is hereby approved.

The motion passed unanimously.

e. Approval of MOU with Boys and Girls Club of Western Pennsylvania

Mr. Ladislaw provided an overview of the MOU, as included in the Board meeting materials. He advised of the update to the MOU with the Boys and Girls Club of Western Pennsylvania. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the MOU with Boys and Girls Club of Western Pennsylvania, as presented, is hereby approved.

The motion passed unanimously.

**IX. EXECUTIVE SESSION- Pursuant to 65 Pa. C.S. §§ 708(a)(1) – to discuss any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee**

The Board entered into an Executive Session at 9:40 a.m. upon a motion being made, seconded and confirmed via roll call vote of all Board members present. The Board cited the following for entering into the Executive Session: Pursuant to 65 Pa. C.S. §§ 708(a)(1) – to discuss any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee. Board members present were: David Taylor, Dave Biondo, Paul Donecker and Alex Schuh. Guests present at the request of the Board were: Jane Swan, Mike Garman and Dan Ladislaw. All others left the meeting at this time.

There being no further discussion and upon a motion being made, seconded and confirmed via roll call vote of all Board members present, the Board resumed Open Session at 9:50 a.m. No action was taken during Executive Session.

**X. Adjournment and Confirmation of Next Meeting – Wednesday, November 17, 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 November 17, 2021, is hereby approved; and

FURTHER RESOLVED, that the Board being at the end of its agenda, the meeting was adjourned at 9:50 a.m., is hereby approved.

The motions passed unanimously.