



APPROVED 01/19/2022

Reach Cyber Charter School

MINUTES OF THE BOARD OF DIRECTORS MEETING

Wednesday, November 17, 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

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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. The meeting location was open to the public to attend in person at the school, and held via teleconference.

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

Board Members Joined During Meeting: Gail Hawkins Bush;

Board Members Absent: Dave Biondo;

Guests: Jane Swan, School CEO, Mike Garman, Cody Smith, Karen Yeselavage, Greg McCurdy, J.D. Smith, Corey Groff, Andy Gribbin, Katherine Rutkowski, LeeAnn Ritchie, and Rachel Graver, School Staff (in person at the school); Jamie Miedel, Michael Hinshaw, Dan Ladislav, Maurine Hockenberry, Devin Meza-Rushanan, Kelley McConnell, Stephanie Bost, and Scott Stuccio, School Staff; Pat Hennessey, Board Counsel; 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.

[Ms. McConnell joined the meeting at 9:05 a.m.]

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 move Consent Item (a) Approval of Minutes from the October 20, 2021 Board meeting to Action Item (b) for discussion. There being no further changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the November 17, 2021 Meeting of the Reach Cyber Charter School Board of Directors, as amended, is hereby approved.

The motion passed unanimously.

[Ms. Hawkins Bush joined the meeting at 9:07 a.m.]

IV. Oral Reports

a. CEO's Report

i. Enrollment Update

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

ii. Student Intervention Efforts Update

Ms. Rutkowski updated the Board on Student Intervention Efforts. Ms. Rutkowski reviewed the RTI data, process for identifying need, as well as the current number of students in each tier of the intervention status. Ms. Rutkowski further advised the Board of school staff members' increased awareness of critical educational components and benchmarks, as well as Pearson's useful tools for tracking student progress.

b. HR/Staffing Updates

i. Benefits Open Enrollment Update

Mr. Garman updated the Board on the benefits renewal cost as included in the Board meeting materials, specifically detailing areas of benefits coverage with corresponding cost increases. He further advised the Board that the school intends to absorb any cost increase ensuring that the benefits costs for employees remain the same as the previous year and in some cases may decrease from the previous year.

Mr. Garman provided the Board with the current number of staff and discussed the number of new hires and departures for the school year as included in the Board meeting materials.

ii. School Compensation Committee Kickoff

Mr. Garman provided an overview of the compensation project including the use of a steering committee. He advised of work to date on this effort to set a compensation philosophy and create sub-committees to focus on specific aspects of the project. Mr. Garman advised the Board that he anticipates putting forth a compensation plan recommendation for the Board to consider at the January or February Board meeting for implementation in the 2022 - 2023 school year. Ms. Swan discussed the overall initiative and shared her appreciation for staff participation in this project.

c. 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. Audit Update

Ms. Yeselavage advised the Board that the school is currently undergoing audit field work and noted that she anticipates a draft will be available at the January Board 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 changes noted, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- b. Approval of Staffing Report; and
- c. Approval of Pearson Invoice(s) for October (# 91000009174); are hereby approved.

The motion passed unanimously.

VI. Action Items

a. Approval of Revised Fee Schedule from Pearson Virtual Schools

Ms. Johnson presented this item to the Board and provided an overview of revisions to the fee schedule as included in the Board meeting materials. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the revised fee schedule from Pearson Virtual Schools, as presented, is hereby approved.

The motion passed unanimously.

b. Approval of Minutes from the October 20, 2021 Board Meeting

Ms. Yeselavage discussed with the Board requested amended language for the October 20, 2021 Board meeting minutes. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Minutes from the October 20, 2021 Board meeting, as amended, are hereby approved.

The motion passed unanimously.

VII. Information Items

a. School Success Partner (SSP) Update

Ms. Johnson presented on behalf of the School Success Partner (SSP) team and advised the Board of the continued focus on enrollment, as well as legislative activities taking place through the current legislative session.

b. Academic Success Partner (ASP) Update

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

i. Key School Metrics

Ms. Brown reviewed the quarterly school operations metrics included in the Board meeting materials, highlighting the school's performance as compared with other Pearson partnering schools of similar size and years in operation. She specifically highlighted the school's learning coach contacts percentage and noted that during school year withdrawals have decreased from the previous school year.

VIII. Strategic Planning

a. Approval of Memorandum of Understandings (MOUs)

Mr. Smith presented this item to the Board and provided an overview of the programs in each MOU. He advised that the Steeltown Entertainment Project MOU for consideration is an addendum to the current agreement to expand support of the STEM team. Mr. Smith further advised that the Center for Aquatic Sciences MOU provides an opportunity for students interested in marine biology to participate in internships and virtual opportunities in that field. Board members discussed additional opportunities for students including a Van Gogh exhibit taking place near Philadelphia that the school may want to explore. Board members further discussed potential transportation supports with Mr. Smith to incorporate

into these opportunities and advised of their interest in feedback on these experiences at future meetings.

There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the MOU with the Center for Aquatic Sciences, as presented, is hereby approved; and

FURTHER RESOLVED, that the MOU with Big Picture Alliance Cinemaniacs, as presented, is hereby approved; and

FURTHER RESOLVED, that the MOU with Big Picture Alliance Digital Media Program Partnership, as presented, is hereby approved; and

FURTHER RESOLVED, that the MOU with the Center for Aquatic Sciences, as presented, is hereby approved; and

FURTHER RESOLVED, that the MOU with Made Institute: Made Jr. Fashion Club, as presented, is hereby approved; and

FURTHER RESOLVED, that the MOU with the Steeltown Entertainment Project, as presented, is hereby approved.

The motions 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 9:36 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, Joe Harford, Gail Hawkins Bush, Paul Donecker and Alex Schuh. Guests present at the request of the Board were: Pat Hennessey, Jane Swan and Mike Garman. 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 10:00 a.m. No action was taken during Executive Session.

X. Adjournment and Confirmation of Next Meeting – Wednesday, January 19, 2022 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 January 19, 2022, is hereby approved; and

FURTHER RESOLVED, that the Board being at the end of its agenda, the meeting was adjourned at 10:00 a.m., is hereby approved.

The motions passed unanimously.