



Reach Cyber Charter School
BOARD MEETING

Pursuant to the Pennsylvania Open Meeting Laws, notice is hereby given to the members of the Reach Cyber Charter School Board and the general public that the Board will hold a meeting open to the public on:

Date and Time:

Wednesday, November 29, 2017 at 9:00 a.m.

Meeting Location:

750 East Park Drive, Suite 204
Harrisburg, PA 17111

Below is an agenda of all items scheduled to be considered. Unless otherwise stated, items may be taken out of the order presented on the agenda at the discretion of the Chair.

Reasonable efforts will be made to assist and accommodate persons with a disability. Please contact Jane Swan at (717) 704-8437.

AGENDA

- I. Call to Order and Roll Call – D. Taylor
- II. Public Comment – D. Taylor

The Board welcomes participation by the members of the public both in-person and telephonically. To address an item on the agenda, before the scheduled start of the meeting, an individual must provide their name and short description of the agenda item on which they wish to comment to the Chair, along with any materials they want to have distributed to the Board. Individuals who wish to address the Board telephonically must contact the Principal or Board President by phone or by email at least twenty four (24) hours before the scheduled start of the Board meeting. If the individual wants to provide any written materials to the Board, these should be emailed to the Principal or Board President at least twenty four (24) hours before the scheduled start of the meeting.

The total time for any individual to present, either in person or via telephone, on an item on the agenda shall not exceed three (3) minutes, unless the Board grants additional time.

Individuals desiring to make a formal presentation to the Board on an item not on the agenda but desiring it be placed on the agenda must provide notice and written submissions detailing the subject of the presentation to the Principal or Board President at least fourteen (14) days prior to the meeting. Any such presentations shall not exceed fifteen (15) minutes in duration, unless otherwise permitted by the Chair.

- III. Routine Business – D. Taylor
 - a. Approval of Agenda

- IV. Oral Reports
 - a. Principal's Report (MSR attached) – J. Swan
 - i. Update on Student Intervention Efforts – Tier 1 and Tier 2
 - ii. Update on S.T.E.M. Activities
 - b. Financial Report (attached) – M. Whisman

- V. Consent Items
 - a. Approval of Minutes from the October 18, 2017 Board Meeting (attached)
 - b. Approval of Staffing Report (attached)
 - c. Approval of Connections Education Invoice(s) for October (attached)
 - d. Approval of LiveSpeech Invoice(s) (attached)
 - e. Approval of Federal Title Funding Documentation: Revised Complaint Policy (attached)
 - f. Approval of Revision(s) to the 2017-2018 School Year State Specific School Handbook: General Revisions (to follow)

- VI. Action Items
 - a. Approval of Proposal for Use of Fund Balance – K. Corcoran

- VII. Information Items
 - a. State Relations Update – A. Jay
 - b. Partner School Leadership Team (PSLT) Update – A. Pasquinilli
 - i. School Leader Review Process Update
 - c. Future Funded Enrollment Growth – J. Swan
 - d. EMO Evaluation Discussion – M. Arthur

- VIII. Adjournment and Confirmation of Next Meeting – Wednesday, January 17, 2018 at 9:00 a.m.



MONTHLY SCHOOL REPORT

Reach Cyber Charter School

October 2017

EOY 16-17		10/31/2016		9/30/2017		10/31/2017		
Number	Percent	Number	Percent	Number	Percent	Number	Percent	%Change

ENROLLMENT DATA

School Enrollment

	952	100%	764	100%	1924	100%	1973	100%	158 %
Reach Cyber Charter School	952	100%	764	100%	1924	100%	1973	100%	158 %

Grade Distribution

Grades PK-2	182	19%	161	21%	326	17%	320	16%	99 %
KG	69	7%	71	9%	122	6%	126	6%	77 %
1	50	5%	44	6%	111	6%	108	5%	145 %
2	63	7%	46	6%	93	5%	86	4%	87 %
Grades 3-5	213	22%	185	24%	366	19%	377	19%	104 %
3	55	6%	51	7%	112	6%	115	6%	125 %
4	70	7%	66	9%	102	5%	99	5%	50 %
5	88	9%	68	9%	152	8%	163	8%	140 %
Grades 6-8	400	42%	301	39%	609	32%	626	32%	108 %
6	97	10%	80	10%	157	8%	165	8%	106 %
7	165	17%	112	15%	194	10%	201	10%	79 %
8	138	14%	109	14%	258	13%	260	13%	139 %
Grades 9-12	156	16%	117	15%	623	32%	650	33%	456 %
9	156	16%	117	15%	312	16%	334	17%	185 %
10	0	0%	0	0%	196	10%	197	10%	0 %
11	0	0%	0	0%	115	6%	119	6%	0 %
New/Returning to CE									
New	952	100%	764	100%	1339	70%	1421	72%	86%
Returning	0	0%	0	0%	585	30%	552	28%	0%
Total YTD Enrollment									
Enrolled, not Grad	952	75%	764	92%	1931	95%	1984	90%	160%
Prior To Engagement	44	3%	12	1%	37	2%	53	2%	342%
Withdrawal During School Year	281	22%	50	6%	57	3%	169	8%	238%
Graduate	0	0%	0	0%	0	0%	0	0%	0%
Total YTD Enrollment	1277	100%	826	100%	2025	100%	2206	100%	167 %

Withdrawal Reason

Different/Better Schooling Option (Not related to socialization)	242	86%	37	74%	35	61%	93	55%	151%
Life Change	13	5%	4	8%	6	11%	26	15%	550%
Mismatch Academic	4	1%	1	2%	4	7%	7	4%	600%
Getting started with the school was too difficult	1	0%	1	2%	0	0%	1	1%	0%
Mismatch Family Schedule	6	2%	3	6%	0	0%	2	1%	-33%
Regulation	0	0%	0	0%	0	0%	0	0%	0%
Student wants more socialization	4	1%	2	4%	1	2%	3	2%	50%
Unhappy with the school (teachers, leadership)	1	0%	0	0%	0	0%	0	0%	0%
Applying for next school year	1	0%	0	0%	0	0%	0	0%	0%
Deceased	0	0%	0	0%	0	0%	0	0%	0%
Inactivity	6	2%	0	0%	6	11%	19	11%	0%
Missed Deadline	0	0%	0	0%	0	0%	0	0%	0%
Required Documentation Incomplete	0	0%	0	0%	0	0%	1	1%	0%
No Reason Given	0	0%	0	0%	0	0%	0	0%	0%



MONTHLY SCHOOL REPORT

Reach Cyber Charter School

October 2017

EOY 16-17		10/31/2016		9/30/2017		10/31/2017		
Number	Percent	Number	Percent	Number	Percent	Number	Percent	%Change

HOUSEHOLD DATA

Household Data

Active Households	779	N/A	607	N/A	1523	N/A	1560	N/A	157 %
Graduated	0	N/A	0	N/A	0	N/A	0	N/A	0%
WD Prior To Engagement	38	N/A	11	N/A	33	N/A	47	N/A	327 %
WD During School Year	237	N/A	44	N/A	42	N/A	142	N/A	223 %
Students Per Active HH	1.22	N/A	1.26	N/A	1.27	N/A	1.27	N/A	1%

STUDENT DEMOGRAPHICS

Ethnicity									
Hispanic or Latino	133	14%	108	14%	249	13%	247	13%	129%
Not Hispanic or Latino	819	86%	656	86%	1673	87%	1724	87%	163%
Race									
Asian	19	2%	14	2%	28	1%	28	1%	100%
Black/African American	281	30%	223	29%	563	29%	592	30%	165%
Native Hawaiian or Other Pacific Islander	10	1%	7	1%	23	1%	21	1%	200%
American Indian or Alaskan Native	30	3%	25	3%	65	3%	76	4%	204%
White	686	72%	552	72%	1417	74%	1450	73%	163%
Distinct Race/Ethnicity									
Hispanic or Latino	133	14%	108	14%	249	13%	247	13%	129%
Multiple Races	56	6%	46	6%	131	7%	150	8%	226%
Black/African American	200	21%	162	21%	400	21%	408	21%	152%
White	552	58%	442	58%	1123	58%	1147	58%	160%
Asian	6	1%	4	1%	8	0%	8	0%	100%
American Indian or Alaskan Native	3	0%	1	0%	9	0%	10	1%	900%
Native Hawaiian or Other Pacific Islander	2	0%	1	0%	2	0%	1	0%	0%
Gender									
F	533	56%	426	56%	1075	56%	1115	57%	162%
M	419	44%	338	44%	849	44%	858	43%	154%
FARM Eligibility									
Qualifies for free	533	56%	437	57%	745	39%	785	40%	80%
Qualifies for reduced	106	11%	76	10%	189	10%	195	10%	157%
Refused to report	107	11%	99	13%	563	29%	556	28%	462%
Prior Schooling									
Charter School (Public)	62	7%	56	7%	106	6%	119	6%	113%
Home School	57	6%	55	7%	111	6%	132	7%	140%
No Prior School	97	10%	98	13%	72	4%	257	13%	162%
Online (Virtual) Public School	69	7%	60	8%	115	6%	127	6%	112%
Private/Parochial School	69	7%	56	7%	120	6%	124	6%	121%
Public School	598	63%	439	57%	982	51%	1121	57%	155%
Prior Schooling Not Reported	37	4%	51	7%	418	22%	93	5%	82%
Special Populations									
Gifted	23	2%	11	1%	32	2%	30	2%	173%
504	20	2%	10	1%	25	1%	30	2%	200%
IEP	170	18%	124	16%	312	16%	323	16%	160%
None	749	79%	620	81%	1573	82%	1607	81%	159%



MONTHLY SCHOOL REPORT

Reach Cyber Charter School

October 2017

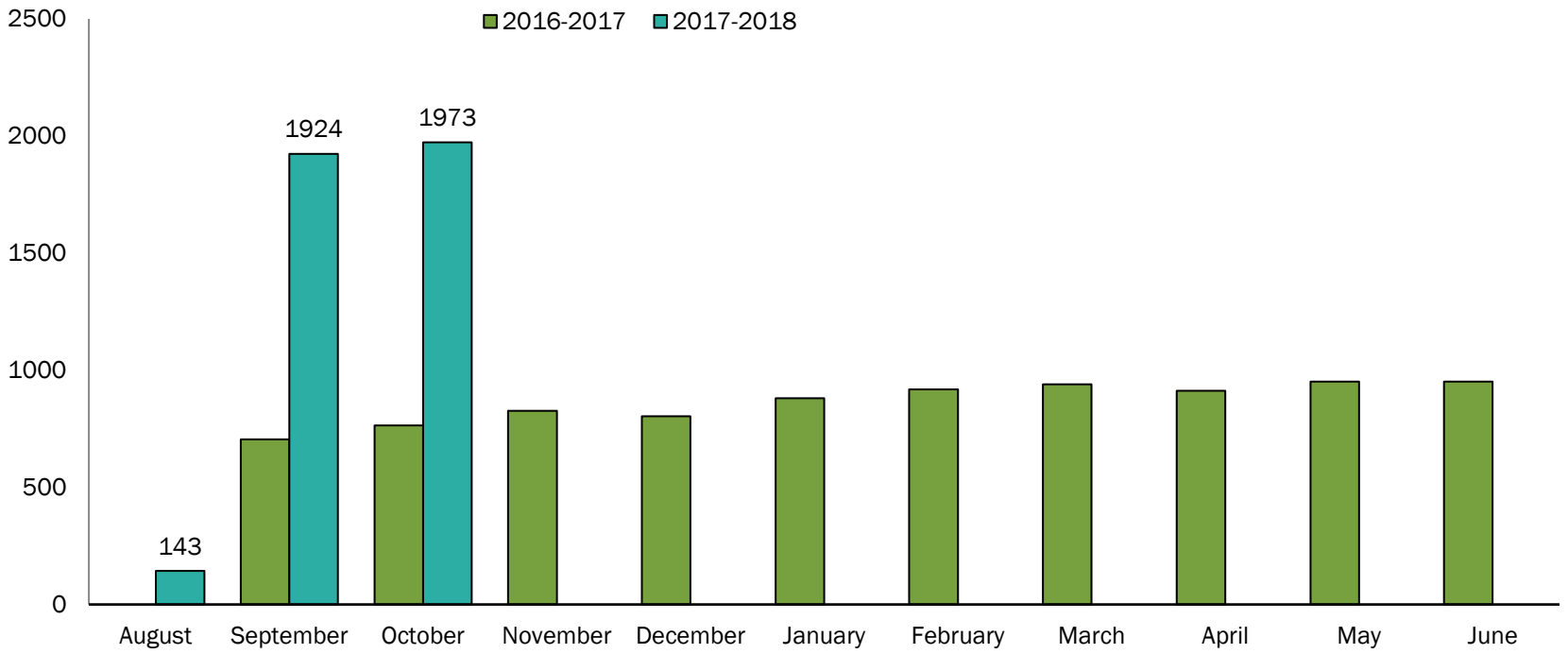
		EOY 16-17		10/31/2016		9/30/2017		10/31/2017		
		Number	Percent	Number	Percent	Number	Percent	Number	Percent	%Change
Disability										
	Autism	15	9%	13	12%	23	9%	27	9%	108%
	Cognitive Disability	7	4%	4	4%	7	3%	10	3%	150%
	Developmentally Delayed	0	0%	0	0%	1	0%	1	0%	0%
	Emotionally Impaired	20	12%	11	10%	40	16%	44	15%	300%
	Hearing Impaired	1	1%	2	2%	0	0%	0	0%	-100%
	Multiple Disabilities	0	0%	2	2%	0	0%	0	0%	-100%
	Other Health Impaired	32	19%	17	15%	46	18%	48	16%	182%
	Physical Disability	0	0%	0	0%	1	0%	1	0%	0%
	Specific Learning Disability	72	44%	47	42%	113	44%	132	45%	181%
	Speech/Language Impaired	18	11%	17	15%	26	10%	28	10%	65%
	Visually Impaired	0	0%	0	0%	1	0%	1	0%	0%
Primary Language										
	English	1	0%	0	0%	1738	90%	1790	91%	0%
	Another Language	0	0%	0	0%	165	9%	164	8%	0%
	Spanish	0	0%	0	0%	13	1%	13	1%	0%
	Arabic	0	0%	0	0%	5	0%	3	0%	0%
	Russian	0	0%	0	0%	2	0%	2	0%	0%
	No Language Reported	951	100%	764	100%	1	0%	1	0%	-100%

PERFORMANCE DATA

Contacts Per Week										
	Met	739	78%	604	79%	1592	83%	1641	83%	172%
	Not Met	213	22%	160	21%	332	17%	332	17%	108%
Escalation Status										
	Alarm	0	0%	110	14%	214	11%	230	12%	109%
	Approaching Alarm	0	0%	67	9%	128	7%	155	8%	131%
	Exempt	0	0%	0	0%	4	0%	6	0%	0%
	On Track	952	100%	587	77%	1578	82%	1582	80%	170%
Performance Metrics										
Grades PK-2										
	Average Performance	87 %		94 %		91 %		85 %		-10%
	Average Participation	97 %		112 %		125 %		113 %		1%
	Average Attendance	103 %		90 %		96 %		101 %		12%
Grades 3-5										
	Average Performance	78 %		83 %		74 %		77 %		-7%
	Average Participation	96 %		114 %		125 %		105 %		-7%
	Average Attendance	106 %		101 %		102 %		103 %		1%
Grades 6-8										
	Average Performance	68 %		68 %		71 %		67 %		-1%
	Average Participation	91 %		104 %		125 %		103 %		-1%
	Average Attendance	102 %		91 %		96 %		99 %		9%
Grades 9-12										
	Average Performance	62 %		71 %		75 %		68 %		-4%
	Average Participation	82 %		111 %		122 %		99 %		-10%
	Average Attendance	97 %		92 %		90 %		92 %		1%
Total Average Performance		73 %		77 %		76 %		72 %		-7%
Total Average Participation		92 %		109 %		124 %		104 %		-5%
Total Average Attendance		102 %		93 %		95 %		98 %		5%



Monthly Student Current Enrollment Comparison



REACH Connections Academy
Revenue and Expense Statement Fiscal Year 2018
Period Ended October 31, 2017

	October-17 Actual	YTD Actual	Annual Forecast	Annual Budget	Variance - Favorable (unfavorable)
<u>Forecasted Enrollment</u>					
Funded Enrollment			2,078	1,700	378
<u>Revenue</u>					
Regular Ed Funding	1,519,013.13	3,395,842.62	16,830,415	14,039,678	2,790,736
Special Ed Funding	557,965.93	1,402,017.95	8,467,694	7,063,623	1,404,071
Subtotal	<u>2,076,979.06</u>	<u>4,797,860.57</u>	<u>25,298,108.65</u>	<u>21,103,301.33</u>	<u>4,194,807</u>
Title I	-	-	398,000	398,000	-
Title II-A	-	-	56,000	56,000	-
Title VI - IDEA B	-	-	213,000	213,000	-
E-Rate	-	-	-	-	-
Miscellaneous Income	-	-	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>667,000</u>	<u>667,000</u>	<u>-</u>
Total Revenue	<u>2,076,979.06</u>	<u>4,797,860.57</u>	<u>25,965,109</u>	<u>21,770,301</u>	<u>4,194,807</u>
<u>Compensation Expense</u>					
Salaries - Administration	55,873.55	237,863.95	927,795	937,036	9,241
Benefits - Administration	12,827.93	52,865.82	204,651	206,148	1,497
Pension - Administration	3,808.67	12,908.27	81,901	93,704	11,802
Taxes - Administration	4,029.38	17,882.90	79,977	84,333	4,357
Subtotal Administration	<u>76,539.53</u>	<u>321,520.94</u>	<u>1,294,324</u>	<u>1,321,221</u>	<u>26,897</u>
Salaries - Teachers	338,765.05	784,110.37	3,770,470	3,511,944	(258,526)
Benefits - Teachers	74,528.31	175,065.55	832,065	772,628	(59,437)
Pension - Teachers	14,072.82	27,374.32	326,010	351,194	25,184
Taxes - Teachers	30,105.12	69,506.50	338,279	316,075	(22,204)
Subtotal Instructional Staff	<u>457,471.30</u>	<u>1,056,056.74</u>	<u>5,266,824</u>	<u>4,951,841</u>	<u>(314,983)</u>
Total Compensation Expense	<u>534,010.83</u>	<u>1,377,577.67</u>	<u>6,561,148</u>	<u>6,273,062</u>	<u>(288,085)</u>
<u>Connections Products and Services</u>					
Curriculum and Instructional Support Services	276,078.84	544,540.17	3,617,156	3,063,370	(553,786)
Student Connexus License	134,680.00	134,680.00	1,275,750	1,084,889	(190,861)
Student Technology Assistance Services	145,643.85	398,313.33	2,322,675	1,963,295	(359,380)
Enrollment/Placement/Student Support Services	89,786.80	421,415.50	2,088,281	1,760,251	(328,030)
School Operations Support Services	125,060.00	125,060.00	1,184,625	1,007,397	(177,228)
School Business Support Services	30,784.00	30,784.00	291,600	247,975	(43,625)
Special Ed Oversight	117,000.00	117,000.00	1,160,494	870,585	(289,908)
Professional Development Services	10,375.00	10,375.00	100,125	95,293	(4,832)
School Staff Support Services/Human Resources Support	39,425.00	39,425.00	348,435	331,620	(16,815)
Facilities Support Services	2,083.33	8,333.33	25,000	25,000	-
Direct Course Instruction Support	16,250.13	16,250.13	73,125	-	(73,125)
Total Connections Products and Services Fees	<u>987,166.95</u>	<u>1,846,176.46</u>	<u>12,487,266</u>	<u>10,449,675</u>	<u>(2,037,591)</u>

REACH Connections Academy
Revenue and Expense Statement Fiscal Year 2018
Period Ended October 31, 2017

	October-17 Actual	YTD Actual	Annual Forecast	Annual Budget	Variance - Favorable (unfavorable)
<u>Pass-Through Expenses</u>					
Office Supplies	3,074.80	6,463.87	46,000	46,000	-
Copiers/Reproduction	336.73	1,081.06	16,000	16,000	-
Office Postage	3.54	2,120.24	21,000	21,000	-
Student Testing & Assessment	53.51	53.51	195,500	170,000	(25,500)
Staff Recruiting/Background Checks	424.03	2,527.98	84,000	84,000	-
Staff Training/Prof. Dvlpmt.	362.15	39,194.09	65,000	65,000	-
Travel and Conferences	3,703.46	6,898.91	60,000	60,000	-
Travel- School Nurse	-	-	5,000	5,000	-
Maintenance & Repair	-	1,330.09	20,000	20,000	-
High Speed Internet	467.52	1,402.19	10,000	10,000	-
Telephone	12.61	258.33	2,000	2,000	-
Office Rent (including utilities)	15,061.93	54,102.44	272,101	272,101	-
Rent Operating Expense	-	-	19,200	19,200	-
Expensed Equipment	-	48.23	20,000	20,000	-
Expenses Pending Allocation	3,356.80	24,366.01	-	-	-
Student Technology Support Stipend	-	-	527,850	459,000	(68,850)
Student Printers	-	-	86,250	75,000	(11,250)
Special Education Direct Services	20,539.73	75,666.10	301,300	262,000	(39,300)
Contracted Pupil Health Support	-	-	10,000	10,000	-
STEM Programmatic Expenses	214.54	14,672.26	149,000	149,000	-
Extracurricular Activities	-	-	42,500	42,500	-
Team building	-	46.36	46	-	(46)
Total Pass-Through Expenses	47,611.35	230,231.67	1,952,701	1,807,801	(144,900)
<u>Other School Expenses</u>					
Banking fees	177.55	715.20	1,000	1,000	-
External Audit	-	-	22,000	22,000	-
Dues	196.65	506.65	5,000	5,000	-
D&O Insurance	-	2,269.00	6,000	6,000	-
Legal Services	-	-	20,000	20,000	-
Board Related Expense	34.92	115.54	20,000	20,000	-
Graduation Expense	-	-	-	-	-
Student Activities	-	367.63	1,500	1,500	-
Other School Expense	116.55	272.43	1,500	1,500	-
Accounting Services	-	21,546.00	136,486	136,486	-
Total Other School Expenses	525.67	25,792.45	213,486	213,486	-
Total Program Expenses Before Capital Outlay	1,569,314.80	3,479,778.25	21,214,601	18,744,024	(2,470,576)
Capital Outlay	38,126.70	132,504.33	132,504	-	(132,504)
Total Program Expenses Including Capital Outlay	1,607,441.50	3,612,282.58	21,347,105	18,744,024	(2,603,081)
Net Increase (Decrease)	469,537.56	1,185,577.99	4,618,004	3,026,277	1,591,727
Beginning fund balance	2,848,792.67	2,132,752.25	2,132,752	-	-
Ending fund balance	3,318,330.23	3,318,330.23	6,750,756	1,591,727	1,591,727

**REACH Connections Academy
Balance Sheet
October 31, 2017**

ASSETS

Cash and Short Term Investments:

Cash:Checking	\$ 8,266,606.69
Home Depot	8,266,606.69

Other Current Assets:

Pupil Funding Receivable	(83,192.22)
Federal Program Receivable	215,795.58

Total Other Current Assets **132,603.36**

Total Current Assets **8,399,210.05**

Fixed Assets:

Property Plant & Equipment:

Computer Hardware	53,423.06
Leasehold Improvements	98,774.39
Furniture	91,560.42
Accum Depr:Computer Hardware	(2,966.00)
Accum Depr:Leasehold Improvements	(22,181.92)

Net Fixed Assets **218,609.95**

Total Assets **\$8,617,820.00**

LIABILITIES

Current Liabilities:

Accounts Payable	\$ 311,287.59
Accrued Expenses	15,857.21
Due to (from) Connections Academy	4,718,703.06
Pension Payable	35,031.95

Total Current Liabilities **5,080,879.81**

Total Liabilities **5,080,879.81**

FUND BALANCE

Beginning Fund Balance	2,132,752.25
Invested in Capital	218,609.95
Change in Fund Balance	1,185,577.99

Ending Fund Balance **3,536,940.19**

Total Liabilities and Fund Balance **\$8,617,820.00**



Reach Cyber Charter School
MINUTES OF THE BOARD OF DIRECTORS MEETING
Wednesday, October 18, 2017 at 9:30 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 9:31 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 (in person); Alex Schuh (via phone);

Board Members Joined During Meeting: Gail Hawkins-Bush;

Guests: Jane Swan, School Leader; LeeAnn Richie, Michael Hinshaw, Jennifer Berry-Probst, Cody Smith, Stephanie Weirich, Lindsey Rhodes, Karen Yeselavage, School staff; Kevin Corcoran, Charter Choices, Financial Consultant; Andrew Pasquinilli, Rachel Graver, Amanda Jay, Mindy Whisman and Megann Arthur, Pearson Online and Blended Learning (POBL) staff (in person); Nancy Wagner, Heather Berger, Kelly McConnell and Stephanie Bose, School staff; Jay W. Ragley, Pearson Online & Blended Learning (POBL) 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 October 18, 2017 meeting of the Reach Cyber Charter School Board of Directors, as presented, is hereby approved.

The motion passed unanimously.

[Ms. Hawkins-Bush, Ms. Arthur and Ms. Whisman joined the meeting at 9:35 a.m.]

IV. Oral Reports

a. Principal's Report

i. Final Results on 2016-2017 Goals and State Testing Results

Ms. Swan discussed last year's target enrollment goals as well as final enrollment numbers by grade level with the Board and reviewed the current enrollment and school goals.

[Ms. McConnell and Ms. Bost joined the meeting at 9:39 a.m.]

Ms. Swan reminded Board members that the staff worked closely with Pearson Online and Blended Learning (POBL) staff on establishing this year's school goals, and reiterated that the school goals represent the major driver for the staff incentive plan. Ms. Swan related that the goals are created with the intention of improving school outcomes, the student and family experience, and to foster student achievements school-wide. Ms. Swan also reviewed with the Board the recent state testing data. The Board had discussion on the staff and student accomplishments over the past year.

ii. State of the School Report

Ms. Swan reviewed the state of the school report in detail. She further reviewed standardized testing for students at each grade level. She discussed the student demographics and goals for the school. The Board had discussion on the report.

Ms. Swan then reviewed the school's proposed focus goals for the 2017-2018 school year, and staff plans toward accomplishment of those goals. The Board discussed previous and current school goals, and thanked Ms. Swan for her thorough presentation and progress at the school.

b. Financial Report

Ms. Whisman introduced herself to the Board and reviewed the school's financial statements with the Board. She reviewed the revenue and expense statements, addressing the forecasted changes as enrollment continues to grow at a consistent rate. Ms. Whisman further noted that all financial documents had been reviewed with the school's financial consultants prior to the meeting.

i. 2016-17 SY Fee Schedule Update

Ms. Whisman briefly reviewed the minor change to the previous school year's fee schedule, as well as the background to the change. She further advised that consideration of the fee schedule is included later in the agenda.

ii. Fund Balance Update

Mr. Corcoran provided the Board with an update on the current fund balance. The Board had discussion on opportunities and needs for the school that could be considered with monies from the current fund balance. Mr. Corcoran reviewed potential uses for the fund balance, and with the support of the Board, indicated that a formal proposal for consideration will be included in the next Board meeting materials.

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 September 20, 2017 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Connections Education Invoice for September;
- d. Approval of Livespeech Invoice(s);
- e. Approval of Enrollment Opening on First Business Day in March and Authorization for the School Leader to Work with Pearson Online and Blended Learning (POBL) on Opening Enrollment;
- f. Approval of Revision(s) to 2017-2018 School Year State Specific School Handbook: Immunizations Policy; and
- g. Approval of Revised Fee Schedule for the 2016-2017 School Year; are hereby approved.

The motion passed unanimously.

VI. Action Items

- a. Approval of School Focus Goals for the 2017-2018 School Year

Ms. Swan reminded Board members of the review at the last meeting and earlier in this meeting of the school focus goals for the 2017-2018 school year, as also included in the Board package with the Board. She advised that the staff worked closely with school leadership and Pearson Online & Blended Learning (POBL), formerly Connections Education, on establishing the school goals. She further advised the Board that the school goals represent the major driver for the staff incentive plan. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the school focus goals for the 2017-2018 school year, as presented, are hereby approved.

The motion passed unanimously.

VII. Information Items

- a. State Relations 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 (PSLT) Update

Mr. Pasquinilli presented to the Board on behalf of Pearson Online & Blended Learning's (POBL), formerly Connections Education, School Leadership Team.

- i. School Operations Metrics

Mr. Pasquinilli presented this item to the Board. He reviewed the data included in the Board materials, highlighting the school's performance as compared with other Pearson Online and Blended Learning partnering schools of similar size and years in operation. Board members discussed the metrics data with Mr. Pasquinilli.

[Mr. Taylor left the meeting at 10:32 a.m. and Mr. Harford assumed chairing the meeting.]

c. Pearson Online and Blended Learning (POBL) Rebranding Update

Ms. Arthur provided the Board with an update on the rebranding efforts of Pearson Online & Blended Learning (POBL), formerly Connections Education. She advised of the minor changes that may be noticed in the coming months, and re-iterated that these brand modifications are occurring for POBL at the corporate level only, and should not have any effect on the school.

d. EMO Evaluation Discussion

Ms. Arthur presented this item to the Board. She reviewed with the Board the language included in the school's initial charter renewal checklist documentation about the Board completing an evaluation of their primary services provider. Board members indicated an interest in completing an EMO evaluation at the end of the current school year, and asked for this item to be included on the next meeting agenda, when the Board Chair could be present for the discussion.

VIII. Adjournment and Confirmation of Next Meeting - Wednesday, November 15, 2017 at 9:00 a.m.

Mr. Harford inquired if there was any other business or discussion. There being no further business or discussion, he noted that the next meeting will be in-person at the school location on Wednesday, November 15, 2017 at 9:00 a.m. The Board being at the end of its agenda, the meeting was adjourned at 10:45 a.m.

IX. Social Lunch To Follow Meeting at O'Reilly's Tap Room and Kitchen, 800 East Park Drive, Harrisburg, PA 17111

Staffing Report

New Hires

Name	Area	Compensation	Bonus Potential	Start Date
Aberts, Sandy	Teacher- Special Ed	\$ 47,000.00	0.04	10/24/2017
Derr, Cody	Teacher- Secondary	\$ 39,000.00	0.04	10/23/2017
Fratzola, Amanda	Teacher- Elementary	\$ 41,000.00	0.04	11/14/2017
Gamoneda, Denise	Teacher- Elementary	\$ 46,000.00	0.04	11/7/2017
Kinney, Hillary	School Administrative Assistant I	\$ 14.50	0.04	11/20/2017
Romanchick, Thomas	Teacher- Secondary	\$ 39,000.00	0.04	11/8/2017
Schlosbon, Sarah	Teacher- Secondary	\$ 40,500.00	0.04	10/24/2017
Schuster, Andrea	Teacher- Secondary	\$ 44,000.00	0.04	10/18/2017
Vukmanic, Jill	Teacher- Elementary	\$ 43,000.00	0.04	12/5/2017
Ziegler, Gregory	Teacher- Secondary	\$ 40,000.00	0.04	11/9/2017

Departing Employees

Name	Area	Last Day of Work	Reason for leaving
n/a			

Position Change/Promotion

Name	Former Position	New Position	Compensation	Bonus Potential	Start Date in new position
n/a					

Sandy Aberts

549 Schoolway Drive
Manheim, PA 17545
saberts@ptd.net
(717) 799-9958

- Objective:** To obtain a job as a teacher of elementary education, special education, or middle school math.
- Education:** BSed Elementary and Special Education, Millersville University, 1994
- Certification:** Elementary K-6
Mentally and/or Physically Handicapped K-12
Middle School Math 6-9
- Experience:** June 2015 - present
Substitute Teacher Service, Lancaster, PA
- Feb. 2017 - June 2017
Donegal Junior High School, Donegal School District
Long-Term Substitute, 7th Grade Math
- Sept. 2005 - June 2015
Manor & Marticville Middle Schools, Penn Manor School District
Life Skills/Learning Support Classroom Teacher, grades 7-8
- Sept. 2000 - 2005
Annville Elementary, Annville-Cleona School District
Learning Support Classroom Teacher, grades 4-6
- Sept. 1998 - Sept. 2000
Annville-Cleona Middle School, Annville-Cleona School District
Learning Support Classroom Teacher, grades 7-12
- Sept. 1997 - Sept. 1998
The Terraces School, Akron, PA (now closed)
Learning Support Classroom Teacher, grades 7-12
- Sept. 1996 - Sept. 1997
Red Lion High School, Red Lion School District
Long-Term Substitute, Learning Support Reading, grades 9-12
- Skills:** Computer literate; fluent in Spanish; can play woodwind instruments and read music

Cody L. Derr

(570)777-0822 ▪ cody.derr3@gmail.com ▪ 1211 Cherry Street Williamsport, Pa 17701

Education

2009, High School Diploma: Jersey Shore Area High School

2015, Bachelors of Science in education: Lock Haven University of Pennsylvania

Internship Experience

- Educational Development Intern, Trout Unlimited; Objectives included research and comprehension of Abandoned Mine Drainage, understanding the development of chemical composition found in Abandoned Mine Drainage, understand and explain the impact of Abandoned Mine Drainage on habitats and communities, know methods for treating Abandoned Mine Drainage, and to create lesson plans and experiments to explain findings and support research.

Laboratory Experience

DNA Isolation, Polymerase Chain Reaction, Gel Electrophoresis, DNA Automated Sequencing, Human Karyotyping, DNA Fingerprinting, Thin Layer Chromatography, Pedigree Construction, Dissection, Western Blotting, Organism Identification.

Classroom Experience

- 20+ hours of special education classroom observation
- Over 50 hours of science education observation
- Student teaching for 7.5 weeks at Williamsport Area High school, 9th grade AP Biology and 10th grade Biology
- Student teaching for 7.5 weeks at Jersey Shore Area Middle school, 7th grade Physics and Biology.
- Substituting weekly at 4 local school districts; 2016-2017
- Several short term Biology substitution positions at Williamsport area high school. 2016-2017

Act 48 Courses

- August 2016, Recognizing and Reporting Child Abuse: 3 continuing education hours
- Effective strategies for instruction: 15 continuing education hours
- Exploring professionalism: 8 continuing education hours.

Volunteer Activities

- 2013-2015, volunteer tutor for ESL and GED students with Central Susquehanna Intermediate Unit.
- 2013, Involvement with Big Brothers Big Sisters program in Lock Haven, Pennsylvania

Amanda Fratzola

186 Hillview Drive • Factoryville, PA • 18419

570-309-4455 • amandafrazola@gmail.com

SUMMARY:

Engaging and energetic educator committed to student academic, social, and emotional development. Ability to remain flexible, ensuring every child's learning style and diverse interests and needs are addressed. Uses effective methods of teaching to ensure students meet their fullest potential in a positive and effective learning environment.

QUALIFICATIONS/HIGHLIGHTS:

- Differentiated Instruction
- Technology Integration
- Classroom Management
- Standardized Test Preparation
- Data Analysis
- Small Group Instruction
- Student Motivation
- Building Relationships
- Gradual Release
- Family Communication
- Collaboration
- Team Teaching

PROFESSIONAL EXPERIENCE:

Virginia Beach City Public Schools, Green Run Elementary School, Virginia Beach, VA

2012 - 2017 **Fifth Grade ESL, Inclusion, and Gifted Cluster Classroom, Title I** – General Education Teacher

- Taught math, science, social studies, and family life curriculums
- Responsible for math, science, and social studies standardized state testing

2015 - 2017 **Grade Level Chair** – Fifth grade

- Managed weekly collaboration meetings
- Attended Principal Advisory Committee meetings monthly
- Responsible for sharing important information with the grade level
- Organized field trips and bridging ceremonies
- Ordered supplies for grade level

2013 - 2017 **Lead Content Teacher**

- Attended cohort meetings throughout the school year
- Responsible for disseminating important information to the principal and staff
- Maintained inventories for science and social studies resources and materials
- Sought support from the Department of Teaching and Learning, as needed, in collaboration with administration

Summer 2015 **STEM Title I Summer Camp Teacher**

- Taught students how to solder circuit boards safely

2013 - 2015 **SCA (Student Council Association) Advisor**

- Organized elections
- Held monthly meetings with SCA representatives and officers
- Planned community service projects
- Accompanied SCA officers to Saturday trainings

2013 - 2015 **After-school Tutoring**

- Remediated math objectives for fourth and fifth grade students

EDUCATION:

2008 - 2011

Lycoming College – Williamsport, PA

- B.A. Psychology – graduated cum laude
- Elementary Education K-6 Certification – received the “Outstanding Student Teacher Award”

2006-2008

Penn State Worthington-Scranton, Dunmore, PA

- Elementary Education K-6

CERTIFICATIONS:

- **Pennsylvania** - Elementary Education (K-6)
- **Virginia** - Elementary Education (PreK-6)

Denise Gamoneda

100 Killian Drive ♦ Birdsboro, PA 19508 ♦ (484) 300-9113 ♦ dgamoneda82@gmail.com

OBJECTIVE Seeking a full-time position as an elementary or special education teacher within a cyber school institution

EDUCATION **Saint Joseph's University** Philadelphia, PA *Received: September 2011*
Master's Degree in Special Education **GPA: 3.8**

Cabrini University Radnor, PA *Received: May 2005*
Bachelor's of Science in Education **GPA: 3.9**

CERTIFICATES *Pennsylvania—Instructional II-Elementary Teaching Kindergarten-6th Grade & Special Education N-12*

WORK EXPERIENCE

Agora Cyber Charter School

Elementary Education Teacher – 3rd Grade – August 2015 – Present *Wayne, PA*

- ♦ Generate and virtually instruct PA Core aligned math lessons, focusing on rigor and engagement
- ♦ Collaboratively co-teach with special education teachers and specialists to differentiate learning
- ♦ Produce and administer formal and informal daily assessments to collect data on student progress
- ♦ Continuously monitor and provide interventions for student engagement through the MTSS process
- ♦ Develop and implement live academic interventions for students during Personal Learning Time
- ♦ Document interactions with students and families using a schoolwide record keeping platform
- ♦ Participate in PSSA state testing, in addition to face-to-face events to enhance school community

Middle School Special Education Teacher – August 2013-August 2015

- ♦ Created and maintained compliant documents, such as IEPs, NOREPs, and ER/RR's
- ♦ Progress monitored students on a bi-weekly basis using the AIMS Web program
- ♦ Developed and held weekly remediation sessions for students based on collected data and IEP goals
- ♦ Daily collaboration with team to assist with implementation of accommodations and modifications
- ♦ Communicated with related services providers to ensure services were in place and being met
- ♦ Sustained strong rapport with students and families via daily phone calls, Emails, and live sessions

PA Leadership Charter School

West Chester, PA

1st Grade Teacher—November 2010-June 2013

- ♦ Designed interactive lessons using video and audio tools aligned to PA and Common Core standards
- ♦ Orchestrated weekly class lessons with learners based on concepts taught to assist with assessment
- ♦ Effectively utilized testing data to create and implement RTI interventions for all levels of learners
- ♦ Positively communicated with parents through daily phone calls and e-mails
- ♦ Organized and participated in school functions to further students' academic interests

Montgomery Early Learning Center

Pottstown, PA

Lead Preschool Teacher—September 2008-November 2010

- ♦ Created and implemented lessons aligned with PA standards and PATHS social skills curriculum
- ♦ Evaluated students based on several areas of development using portfolios and checklists

Primary Prep School

Jersey City, NJ

3rd Grade Teacher—August 2007-January 2008

- ♦ Prepared and implemented daily lesson plans in several subject areas
- ♦ Composed and administered various types of assessments to measure students' understanding

Bayonne Head Start

Bayonne, NJ

Disabilities Manager—May 2006-August 2007

- ♦ Coordinated speech and special services for children with special needs

ADDITIONAL SKILLS Proficient in operation of the K12 LMS, Blackboard Collaborate, Google Documents, AIMS Web, Sapphire Community Portal, Adobe Connect, Moodle, and Microsoft Office programs

HONORS Nominated "Most Outstanding" student teacher (*Spring 2005*)

Hillary S. Kinney

hfennimore94@gmail.com | 717.460.7196
2959 Meridian Ln, Apt 5, Mechanicsburg, PA, 17055

EDUCATION

Bachelor of Arts in Psychology, January 2016
Messiah College, Mechanicsburg, PA

High School Diploma, May 2012
Bible Baptist School, Shiremanstown, PA

Work Experience

NRA Group LLC, Mechanicsburg, PA, April, 2017- Present
Client Services Assistant

- Run daily/monthly reports for clients
- Assist clients with questions via email
- File paperwork

York County Children, Youth, and Families, York, PA, August 2016- April, 2017

Caseworker II (Intake)

- Receive new referrals
- Do initial and follow up interviews with the children and families
- Assess safety and risk
- Figure out next steps that should be taken with the family (referral for services, court involvement, case closure, etc.)
- Fill out paperwork, send emails, make phone calls, and send faxes

Capital Area Children's Center, Camp Hill, PA, February 2016- August, 2016

Infant Room Assistant Teacher

- Assist in taking care of children ages 6 weeks to 2 years throughout the day
- Interact with parents during drop off and pick up
- Assist in lesson and activity planning

West Shore Christian Academy, Shiremanstown, PA, January 2016

Intern in School Counseling

- Completed administrative tasks in school office
- Observed the behavior of several PreK students
- Assisted in leading 7th and 8th grade guidance classes
- Assisted in planning a luncheon for students and parents

YMCA, Mechanicsburg, PA, June- August 2015

Day Camp Counselor

- Supervised children while on campus and on field trips
- Talked to parents during check in and out
- Assisted in leading activities
- Filled out accident and incident reports

Kohls, Carlisle, PA, March- November 2014

MJM Sales Associate

- Cleaned and organized fitting room
- Cleaned and organized the sales floor
- Assisted customers in finding what they need
- Assisted customers at the register

- Assisted customers at the customer service counter
- Assisted customers at the jewelry counter

SKILLS

- Microsoft Word, Excel, and Powerpoint
- Data Entry
- Customer Service
- Event Planning
- Organizational Skills
- Time Management
- Typing

Thomas Romanchick

EDUCATOR

CONTACT



570.956.1480



tomromanchick@gmail.com



linkedin.com/in/tom-romanchick



4109 Shankweiler Rd
Apt B
Allentown, PA 18104

CERTIFICATION

STATE OF PENNSYLVANIA
Teacher License
Grades 4-8
(All subjects 4-6, Math
7-8)
Subject Area Code 3100

EDUCATION

BACHELOR OF SCIENCE IN
EDUCATION
Kutztown University of
Pennsylvania
Kutztown, PA | May 2016

ACTIVITIES

Miracle League of the
Lehigh Valley

Athletic Coach

PROFILE

- Turnaround middle school teacher who excels in cultivating and maintaining positive and productive relationships with all educational stakeholders including parents, students, administrators, and the community.
- Strong instructional leader with a deep understanding of subject content.
- Continues to expand knowledge of current best practices through professional development and builds a network of diverse colleagues.

PROFESSIONAL EXPERIENCE

Source4Teachers
Jan. 2017 - June 2017 | Cherry Hill, NJ

Lehigh Valley Academy BBS
Sept. 2017 - Present | Bethlehem, PA

- Review with the principal or designee the plans and schedules to be adhered to during the day.
- Maintain the established routines and procedures of the school and classroom to which assigned.
- Follow the lesson plans provided the absent teacher.
- Interact in a professional manner with students and parents..
- Encourage, monitor, and promote student progress.
- Maintain student confidentiality.
- Assume the responsibility for overseeing pupil behavior in the classroom during lunch, activity periods, and out-of-class settings.
- Provide a brief report in writing on the day's activities at the conclusion of each day for the teacher.
- Work cooperatively with all school personnel.
- Follow all policies, rules, and procedures to which teachers are subject and which good teaching practice dictates. 22 of 36
- Adhere to the established policies and regulations of the School Board

SARAH M. SCHLOSBO
100 WEST OXFORD STREET APT# W-301
PHILADELPHIA, PA 19122
PRIMARY PHONE: (610) 585-5207
EMAIL: SARAHSCHLOSBO@GMAIL.COM

EDUCATION

- August 2014- May 2016 **University of Pennsylvania** Philadelphia, PA
- Middle Years Education (grades 4-8)- *Certification Received*
 - Teach for America/ Graduate School of Education
- August 2010- May 2014 **Temple University** Philadelphia, PA
- Major- English/ Minor- Anthropology
 - GPA- 3.69
 - Dean's List Scholar

RELEVANT WORK EXPERIENCE

- August 2017-Present **KIPP Philadelphia Preparatory Academy** Philadelphia, PA
English Teacher- 6th Grade
- Build on previously developed curriculum to incorporate themes of empathy, grit, and open-mindedness through reading and writing
 - Internalize Wheatley unit plans and lesson plans with regional team, partnering in implementing adjustments in plans
 - Create original student consumables that are standard based and assessment aligned
 - Assess the mastery of standards by students through the administration of checkpoints and end-of- module assessments, providing feedback promptly
 - Collaborate with multiple department teams to create and implement culturally responsive curriculum across middle grades
 - Lead grade-level team in the development of reading and writing across the curriculum, ensuring that the literary goals of all students are met or exceeded across disciplines
 - Maintain rapport and trust with parents and guardians to discuss student progress through the use of email and regular phone calls
- August 2014-August 2017 **Boys' Latin Charter School of Philadelphia** Philadelphia, PA
English Teacher- 6th Grade
- Develop original curriculum based on Common Core State Standards to ensure students receive access to culturally relevant and representative materials
 - Deliver purposefully differentiated instruction to five classes of 29-32 students daily, targeting growth goals of both gifted and remedial students
 - Plan with support team, department team, and grade-level team to implement targeted and highly engaging lessons, resulting in academic growth of students
 - Collaborate with faculty and administration to implement restorative practices across student body, ensuring that students take ownership of their personal growth and character-development
 - Motivate students to engage with literary materials, their peers, and themselves in a manner that promotes empowerment
 - Communicate positively and thoroughly with families of students, resulting in increased networks of support for students and guardians
- June 2014- May 2016 **Teach for America** Philadelphia, PA
Corps Member
- Facilitated professional development workshops with corps members regarding strategies for addressing and disrupting micro aggressions within our classrooms and in our curricula
 - Collaborated regularly with education professionals across the greater Philadelphia region, ensuring the construction of a strong educational network devoted to educational equity and social justice
 - Partnered with various teacher-coaches in order to develop a classroom vision that would reflect the students and their

Andrea Schuster
104 Park Lane
Elmhurst Township, PA 18444
aschuster826@gmail.com
(570) 903-5578

**Professional
Objective:**

To obtain an online cyber school classroom teaching position.

Education:

Bachelor of Science in Elementary Education. May 1989.
The College of New Jersey (formerly Trenton State College). Trenton, NJ
Coherent Academic Sequence-Psychology.
G.P.A. 3.59.

Certification:

New Jersey Instructional Certificate: Elementary Education.
Pennsylvania Instructional I Elementary Teaching Certificate

Honors:

Dean's list – Fall 1984, Spring 1984, Fall 1985, Spring 1986, Fall 1987,
Fall 1988. PSI CHI Honor Society, recognized by Kappa Delta Honor Society.
Graduated Cum Laude.

Experience:

Elementary School Teacher

Agora Charter Cyber School 2013 - 2/12/16

Taught first grade 8/1/15 – 2/12/16

Taught fourth grade 9/24/13 – 6/30/15

Responsibilities included: Planning, organizing and developing curriculum,
lesson planning, communicating with families, conferencing with parents,
attending daily grade level team meetings, attending community events,
leading community event activities, attending monthly professional
development day activities, applying in-depth Microsoft Office software skills,
using various other online resources.

Learning Coach

Agora Charter Cyber School 2007 to 2013

Kindergarten Teacher

Garfield East Elementary School 1994 – 1996. Willingboro, NJ

Due to high enrollment facilitated in the organization of a new kindergarten class.
Responsible for planning, coordinating and teaching a new curriculum.

Long Term Substitute 1994

First Grade Teacher

Washington Elementary School, Trenton, NJ.

Mrs. Cropper Principal

First Grade Teacher 1991 – 1993

Bernice Young Elementary School, Burlington Township, NJ.

Responsible for planning and coordinating all curriculum areas including
Whole Language approach to reading.

Head Teacher 2/90 – 7/91

Better Beginning Child Care Center, Hightstown, NJ.

Age 2 ½ - 4 year olds. Worked closely with Director to organize curriculum. Supervise Group Teachers, Assistants and Aids in four classrooms, totaling twelve employees. Planned and coordinated field trips, fund raisers and fire protection program.

Group Teacher 8/89– 1/90

Better Beginning Child Care Center, Hightstown, NJ.

Planned and coordinated classroom curriculum.
Supervise classroom assistant and aide.

Andrea Schuster

Page 2 of 2

**Pre-Professional
Experience:**

Student Teaching – Spring 1989

Given full responsibility for students in all subject areas.

Practicum II - Woodland Elementary School, Monroe, NJ.

Ages: 9-10. Conducted in depth child study.

Practicum I – Wyckoff Elementary School, Plainsboro, NJ.

Ages: 7-8.

**Junior-Professional
Experience:**

Fall 1989. Lawrenceville Elementary School, Lawrenceville, NJ.

Ages: 8-9. Participated in an intense program preparing and implementing lessons in all subject areas to develop the skills necessary to be an effective teacher.

Interests:

Outdoor Environmental Studies, resident field experience.

Music, dance, gardening.

References:

Mrs. Luz Hurta

Director of Better Beginnings Child Care Center

Mrs. Joyce Payne (retired)

Former Principal of Bernice Young Elementary School

Denice Curry Agora Cyber Charter School

JILL ANN VUKMANIC
6405 Huntsmen Drive
Harrisburg, PA 17111
717-418-6473
Beachlovr1217@aol.com

~Early Childhood/Elementary Teacher~

Objective: Seeking an education position which allows me to apply my educational and personal, past experiences as both an educator and a parent within a K-3 classroom; to reach and to educate every student-the whole student -in order to ensure academic and personal growth. To relate the relevance of classroom material to the students' real world lives.

SUMMARY OF QUALIFICATIONS:

- ✓ Working knowledge and understanding of balanced literacy
 - ✓ Project Read Trained/Experienced
 - ✓ Familiar with Words Your Way
- ✓ Experience in curriculum design /development
 - ✓ Teacher's College Assessment Experienced
 - ✓ Dibels Assessment Trained/Experienced
 - ✓ Every Day Math Trained/Experience
 - ✓ "Leader In Me" 7 Habits of Healthy Kids Trained
 - ✓ ELL/ESL Teaching experienced
- ✓ Very familiar with special education regulations, resources, and the process to obtain and utilize special education resources

RELEVANT EXPERIENCE:

- 1 year - 2nd grade teacher, Downey Elementary School – Harrisburg School District
- 2 years – 1st grade teacher, Downey Elementary School - Harrisburg School District
- 7 years - Pre-K teacher – St. Margaret Mary School
- 2 years – Kindergarten Teacher's aide – Kindergarten - St. Margaret Mary School
- Director - Pre-Kindergarten/preschool program at St. Margaret Mary School under the supervision of the school principal
- Developed and designed the Pre-Kindergarten/preschool program/curriculum at St. Margaret Mary School

- Implemented diocesan policies and designed non-diocesan policies/procedures for preschool/Pre-K programs

WORK HISTORY:

Present 2nd grade Teacher – Downey Elementary School
Harrisburg School District

2014- Present 1st & 2nd grade Teacher – Downey Elementary School
Harrisburg School District

2012-Present Emergency Medical Technician (EMT)
Pinnacle Health – Community Lifeteam
(Part-time)

2007-2014 St. Margaret Mary Parish School
Pre-Kindergarten/preschool teacher

2005-2007 St. Margaret Mary Parish School
Kindergarten Teacher’s Aide

2003-2005 Linglestown Christian Nursery School
2yr-old Preschool Teacher’s Aide

1996-2003 Parenting with opportunities in volunteerism
Volunteer with the Child Life Program at the
Children’s Hospital in the Penn State Milton S.
Hershey Medical Center (Sept., 2001 – March ,2002)

1995-1996 Human Resources – Recruiting Assistant – Andersen
Consulting, LLC (Accenture)–Philadelphia, PA

1994-1995 Office Manager - Andersen Consulting, LLC
(Accenture)Satellite Office – Harrisburg, PA

EDUCATION:

Emergency Medical Technician – Basic: Pennsylvania Certification
HACC: June 11, 2012 – August 22, 2012

PA Teaching Certificate K-6 (May 1993- present)

Bachelor of Elementary Education
Major: Elementary Education
The Pennsylvania State University
May 1993

Associate in Arts in Education - Teaching
Major: Elementary Education
Harrisburg Area Community College
June 1991
West Virginia University

Major: Fashion Merchandising
August 1988 - December 1989

AFFILIATIONS:

HEA

PSERS

Alumnae of the Kappa Kappa Gamma sorority, the Beta Upsilon chapter at West Virginia University.

COMMUNITY/VOLUNTEER ACTIVITIES:

PTO President for Prince of Peace School (September 2002 – June 2003)

Member of Dauphin County 4-H Seeing Eye Dog Club

(July 1998 – November 2000)

President of the East Shore - Harrisburg Area Stay-at-Home-Mom's Club (February 1998 – June 1999)

Gregory L. Ziegler
19 Tupelo Street Lititz, PA 17543
(610) 639-7539
glziegle@gmail.com

OBJECTIVE:

To teach Social Studies at the secondary level

EDUCATION:

Millersville University, Millersville, PA
PA Teaching Certification in Social Studies/Citizenship Education

January 2010

Bachelor of Arts in History

May 2008

TEACHING EXPERIENCE:

Eastern Lebanon County School District, Myerstown, PA

Virtual Academy Instructor

August 2013-June 2014

- Facilitate students' learning and grade assignments for middle school and high school
- Collaborated with colleagues to compose learning plans for students
- Used blog posts to promote discussion and critical thinking
- Communicated with students and parents to inform them of student progress

Substitute Teacher Service, Lancaster PA

Substitute Teacher, various subjects

October 2010-Present

- Substitute various subjects in both middle schools and high schools throughout Lancaster county

Eastern Lebanon County School District, Myerstown, PA

Substitute Teacher, various subjects

September 2010-Present



Invoice	144763
Date	11/6/2017
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Invoice

Bill To:

Reach Cyber Charter School
 Dave Biondo, Treasurer
 750 East Park Drive
 Suite 204
 Harrisburg PA 17111

IA number	Customer ID	Payment Terms		
2228460	0001124	NET30		
Qty	Service	Description	Unit Price	Ext. Price
1.00	BENEFITS	October Services	\$96,614.07	\$96,614.07
1.00	ENROLLMENT BASED	October Services	\$870,166.96	\$870,166.96
1.00	REVENUE BASED	October Services	\$117,000.00	\$117,000.00
1.00	OTHER CA CREDIT	October Services	(\$6,733.91)	(\$6,733.91)

Please note invoice number 144763 on remittance. Thank you.

Total	\$1,077,047.12
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Make checks payable to Connections Education and send to:
 32369 Collection Center Dr
 Chicago, IL 60693-0323



Invoice	144764
Date	11/6/2017
Page	1

Invoice

Bill To:

Reach Cyber Charter School-REIMB
 Dave Biondo, Treasurer
 750 East Park Drive
 Suite 204
 Harrisburg PA 17111

IA number	Customer ID	Payment Terms		
2228460	0001124R	NET30		
Qty	Service	Description	Unit Price	Ext. Price
1.00	PASS THROUGH	October Services	\$127,580.97	\$127,580.97
1.00	WITHHOLDINGS	October Services	\$18,737.34	\$18,737.34

Please note invoice number 144764 on remittance. Thank you.

Total	\$146,318.31
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**REACH CYBER
CHARTER
SCHOOL**

Charges for the Following Period:

October 2017

Compensation Expenses

Benefits - Administration	22,085.76
Benefits - Instructional	74,528.31
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	96,614.07

Enrollment/Unit Based Charges

Student Technology Assistance Services	24,431.85
Student Technology Assistance Services	121,212.00
Student Connexus License	134,680.00
Curriculum and Instructional Support Services	25,958.84
Curriculum and Instructional Support Services	250,120.00
Enrollment/Placement/Student Support Services	32,066.80
Enrollment/Placement/Student Support Services 1	57,720.00
School Operations Support Services	125,060.00
Direct Course Instruction Support	16,250.13
Professional Development Services	10,375.00
School Staff Support Services	39,425.00
School Business Support Services 1	30,784.00
Special Ed Administration Services	117,000.00
Facilities Support Services	2,083.33
	<hr/>
	987,166.96

Pass Through Expenses

127,580.97

Credit for NonBillable Earnings Paid By the Schools

(6,733.91)

Withholdings

18,737.34

Total Amount Due

\$ 1,223,365.43



1001 Fleet Street, 5th Floor
 Baltimore, MD 21202
 Phone: (443)-873-1779

Invoice	144484
Date	10/6/2017
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Invoice

Reach Cyber Charter School
 Dave Biondo, Treasurer
 750 East Park Drive
 Suite 204
 Harrisburg PA 17111

Purchase Order No.		Customer ID	Payment Terms		
2221572		0001124	NET30		
QTY	Item	Description	Unit Price	Ext. Price	
2.00	REACH LIVESPEECH	Cancellation < 24 hours - Excused - 30 minutes - Sept'17	\$37.35	\$74.70	
16.00	REACH LIVESPEECH	Cancellation < 24 hours - Unexcused - 30 Minutes - Sept'17	\$37.35	\$597.60	
2.00	REACH LIVESPEECH	Consult - 15 minutes - Sept'17	\$18.68	\$37.36	
19.00	REACH LIVESPEECH	Group Speech Therapy (2 students) - 30 minutes - Sept'17	\$30.15	\$572.85	
4.00	REACH LIVESPEECH	Group Therapy (1 student) - 30 Minutes - Sept'17	\$30.15	\$120.60	
4.00	REACH LIVESPEECH	IEP Conference - 30 minutes - Sept'17	\$37.35	\$149.40	
7.00	REACH LIVESPEECH	IEP Conference - 60 minutes - Sept'17	\$74.70	\$522.90	
1.00	REACH LIVESPEECH	Individual Therapy - 15 minutes - Sept'17	\$18.68	\$18.68	
53.00	REACH LIVESPEECH	Individual Therapy - 30 minutes - Sept'17	\$37.35	\$1,979.55	
3.00	REACH LIVESPEECH	Individual Therapy - 45 minutes - Sept'17	\$56.03	\$168.09	
4.00	REACH LIVESPEECH	Individual Therapy - 60 minutes - Sept'17	\$74.70	\$298.80	
57.00	REACH LIVESPEECH	Initial Meeting - Initial Conference - Sept'17	\$60.00	\$3,420.00	

Please note invoice number 144484 on remittance. Thank you.

Discount	\$0.00
Total	\$7,960.53

Make all checks payable to Connections Education and send to:
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 Chicago, IL 60693-0323

November 1, 2017

To: Reach Cyber Board of Directors

From: Dr. Jean Swenk, Director, Federal Programs Support

Subject: Complaint Resolutions Policy

As required, attached please find the annual update of the school's Complaint Resolutions Policy. A redlined version also is attached.

Thank you.

REACH Cyber Charter School Federal Programs Complaints Policy

Complaints Against the School Related to Federal Regulations or Statute

If any member of the school community has a complaint related to a perceived violation of a federal statute or regulation (including but not limited to Title-funded programs, McKinney Vento Act, or discrimination on the basis of sex) by the school, the following processes should be used.

Resolution of Complaints at the School Level

Whenever possible, complaints against the school should first be addressed at the school level.

1. A parent with the grievance must, in writing, report the dissatisfaction, and submit it to the student's teacher (or other appropriate staff member, as necessary). All parties involved must be appropriately defined, and the problem must be clearly outlined.
2. The recipient of the grievance (generally the teacher) must review the issue with his or her supervisor (generally the principal) and respond to the parent within three (3) school days.
3. If the original recipient did not resolve the grievance, the parent should request a meeting with the recipient's supervisor. The supervisor should investigate the matter, and schedule a meeting with the parent, the student, if necessary, and any other staff member (if necessary), within five (5) school days.
4. If either party does not resolve this grievance, the parent should then request a meeting with the school administration. School administration will investigate the matter, and schedule a meeting within five (5) school days.

If a resolution was not reached at the above three (3) meetings, the parent may request a meeting with the parent member on the school's Governing Board, who will investigate the matter, and arrange a meeting within five (5) school days. Current contact information for Governing Board members will be listed on the school webpage.

Resolution of the Complaint at the Public Education Department Level

If a resolution was not reached through the above process, the complainant may file a complaint with the Pennsylvania Department of Education (PDE) following the process below. The PDE will accept and investigate complaints from organizations or individuals with respect to applicable or covered programs including but not limited to Title-funded programs, McKinney Vento Act, or discrimination on the basis of sex. A "complaint" is a written, signed statement filed by an individual or an organization. It must include:

- a. A statement that PDE or a Local Educational Agency has violated a requirement of federal statute or regulations which apply to programs under the ~~No Child Left Behind Act~~ Every Student Succeeds Act (ESSA).
- b. The facts on which the statement is based.
- c. Information on any discussions, meetings or correspondence with PDE or the LEA regarding the complaint.

Procedures are as follows (directly from PDE NCLB Complaint Procedures):

- 1) **Referral**—Complaints against the school or appeals from school decisions regarding complaints will be referred to the Regional Coordinator for the school against which the complaint has been filed.
- 2) **Notice to LEA**—The Regional Coordinator will notify the school's superintendent or chief administrative officer that a complaint or appeal has been received, will provide a copy, and will direct the school to respond.
- 3) **Investigation**— After receiving the school's response, the Regional Coordinator will determine whether further investigation is necessary. If necessary, the Regional Coordinator may carry out an independent investigation on-site at the school.
- 4) **Opportunity to Present Evidence**—The Regional Coordinator may, in his or her discretion, provide for the complainant, the complainant's representative, or both, and the school to present evidence. Such presentation may include the opportunity for each side to question parties to the dispute and any of their witnesses.
- 5) **Report and Recommended Resolution**—Once the Regional Coordinator has finished any investigation and taking of evidence, he or she will prepare a final report with a recommendation for resolving the complaint or appeal. The final report will give the name of the party bringing the complaint or appeal, the nature of the complaint or appeal, a summary of the investigation, the recommended resolution, and the reasons for the recommendation.

The regional Coordinator will issue the report to all parties to the complaint or appeal. The recommended resolution will become effective upon issuance of the final report.

- 6) **Follow-up**—The Regional Coordinator will insure that the resolution of the complaint or appeal is implemented.
- 7) **Time Limit**—The period between PDE’s receipt of a complaint or appeal and its resolution shall not exceed ~~sixty~~ forty-five (45) calendar days.
- 8) **Extension of Time Limit**—The Chief of the Division of Federal Programs may extend the ~~60~~45 day time limit if exceptional circumstances exist with respect to a particular complaint or appeal.
- 9) **Right to Appeal**—Either party may appeal the final resolution to the United States Secretary of Education.

In the case of a complaint filed pursuant to the McKinney-Vento Education for Homeless Children and Youth Act relating to a dispute not resolved at the school level, a regional or site coordinator with whom a complaint or appeal is filed must notify the state coordinator immediately. Upon being notified, the state coordinator will review the complaint or appeal and assign it to a regional or site coordinator for disposition. The coordinator to whom the appeal is assigned may contact, interview and accept documentation from any individual or LEA involved, and shall issue a written disposition within 20 business days after the complaint or appeal has been assigned. The disposition shall be provided to the school and the parent, guardian or unaccompanied youth involved. The child or youth shall continue to be enrolled in the school in which he or she is seeking enrollment until the complaint or appeal is resolved or until a disposition from a McKinney-Vento coordinator is received.

If the school fails or refuses to comply with the applicable law or regulations, and if the noncompliance or refusal to comply cannot be corrected or avoided by informal means, compliance may be effected by the PDE by any means authorized by state or federal statute or regulation. The PDE will retain jurisdiction over the issue of noncompliance with the law or regulations and will retain jurisdiction over the implementation of any corrective action required.

DRAFT