



APPROVED 02/21/2018

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

Wednesday, January 17, 2018 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 9:08 a.m. when all participants were present and able to hear each other.

Board Members Present: David Taylor and Dave Biondo (in person); Joe Harford and Gail Hawkins-Bush (via phone);

Board Members Absent: Paul Donecker and Alex Schuh;

Guests: Jane Swan, School Leader; Michael Hinshaw, John McMurray and Karen Yeselavage, School staff; Kevin Corcoran, Charter Choices, Financial Consultant; Megann Arthur, POBL staff (in person); LeeAnn Richie and Nancy Wagner, School staff; Andrew Pasquinilli, Amanda Jay, Tina Blair and Mindy Whisman, 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. The Board added an Information Item to discuss upcoming professional development conference opportunities. There being no additional changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the January 17, 2018 meeting of the Reach Cyber Charter School Board of Directors, as amended, is hereby approved.

The motion passed unanimously.

IV. Oral Reports

a. Principal's Report

Ms. Swan provided the Board with an update on school activities and staff efforts with regards to specific initiatives, including S.T.E.M.

i. 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 Pearson Online and Blended Learning (POBL) partnering schools of similar size and years in operation. Board members discussed the metrics data with Ms. Swan.

ii. Special Education Audit Update

Ms. Swan reviewed the anticipated process for the upcoming routine visit from the state regarding special education services at the school. She discussed the staff preparations for the audit.

b. Financial Report

Ms. Whisman 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. Whisman further noted that all financial documents had been reviewed with the school's financial consultants prior to the meeting.

Mr. Corcoran advised the Board regarding the fund balance, and continued discussions regarding potential uses for the funds. Board members had discussion on the upcoming charter renewal timing, and the metrics used to evaluate the school, financially in particular.

Ms. Blair and Mr. Corcoran had a brief discussion with the Board regarding the finalization of the FY17 audit.

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 November 29, 2017 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Connections Education Invoice(s) for November and December;
- d. Approval of LiveSpeech Invoice(s);
- e. Approval of Revision(s) to the 2017-2018 School Year General School Handbook: Clubs and Activities Policy;
- f. Approval of Revision(s) to the 2017-2018 School Year State Specific School Handbook: Maximum Age to Enroll and Truancy Policies;
- g. Approval of the 2018-2019 School Year General School Handbook; and
- h. Approval of the 2018-2019 School Year State Specific School Handbook; are hereby approved.

The motion passed unanimously.

VI. Action Items

a. Approval of Funded Enrollment Target for the 2018-2019 School Year

Ms. Swan reviewed the proposed enrollment target for the 2018-2019 school year of 2,800 students and sought Board input in regards to the number. The Board had a discussion and agreed that this was a good target to set for the upcoming school year based on staffing and budget. The motion was made and seconded as follows:

RESOLVED, the funded enrollment target for the 2018-2019 school year, as presented, is hereby approved.

The motion passed unanimously.

VII. Information Items

[Ms. Jay joined the meeting at 9:35 a.m.]

a. State Relations Update

Ms. Jay provided the Board with an update on recent legislative activities in the state, which may impact the school. Board members had discussion on specific bills to be watched, and potential effects on the school.

b. Partner School Leadership Team (PSLT) Update

Mr. Pasquinilli presented to the Board on behalf of Pearson Online & Blended Learning's (POBL) School Leadership Team, highlighting specific operational metrics that were areas of great growth for the school.

c. Budget Development Process Update

Ms. Jay thanked the Board for the work and partnership with POBL, and reviewed the upcoming budget development process, including all involved. Board members had discussion on the school's budget process, and some potential new initiatives to consider as it is developed for the upcoming school year.

d. Upcoming Board Professional Development Conference Opportunities Update

Members of the Board had discussion regarding the value of participation in certain national conferences for Board professional development. There was discussion regarding Board member availability, and intent to continue the discussion at the Board's next meeting.

VIII. 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 9:52 a.m. The Board cited the following for entering into the Executive Session: 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, pursuant to 65 Pa. C.S. §§ 708(a)(1). Board members entered into the Executive Session via a roll call vote. Board members present were: David Taylor, Dave Biondo, Gail Hawkins-Bush and Joe Harford. Guests present at the request of the Board were: Andrew Pasquinilli and Megann Arthur. All others left the meeting at this time.

[Mr. Harford left the meeting at 10:00 a.m.]

Open Session resumed at 10:05 a.m. via a roll call vote. No action was taken during Executive Session.

IX. Adjournment and Confirmation of Next Meeting - Wednesday, February 21, 2018 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 will be held on Wednesday, February 21, 2018 at 9:00 a.m. The Board being at the end of its agenda, the meeting was adjourned at 10:06 a.m.