



Reach Cyber Charter School
ANNUAL 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:

Friday, June 29, 2018 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. End of Year Activities Update
 - b. Financial Report (attached) – T. Blair

- V. Consent Items
 - a. Approval of Minutes from the May 16, 2018 Board Meeting (attached)
 - b. Approval of Staffing Report (attached)
 - c. Approval of Connections Education Invoice(s) for May (attached)
 - d. Approval of LiveSpeech Invoice(s) (attached)
 - e. Approval of Supplemental Educational Products and Services: LiveSpeech (attached)
 - f. Approval of Board Meeting Schedule for the 2018-2019 School Year (attached)

- VI. Action Items
 - a. Approval of Amendment to the Statement of Agreement (SOA) with POBL (attached) – D. Taylor/ A. Jay
 - b. Approval of Budget for the 2018-2019 School Year (attached) – T. Blair
 - c. Approval of Directors – M. Arthur
 - d. Approval of Officers for the 2018-2019 School Year – M. Arthur

- VII. Information Items
 - a. State Relations Update – A. Jay
 - b. Charter Renewal Timeline Update – J. Swan/ A. Jay
 - c. Partner School Leadership Team (PSLT) Update – A. Pasquinilli
 - d. Results of the Parent Satisfaction Survey (PSS) (attached) – J. Swan
 - e. National Charter Schools Conference Update – G. Hawkins Bush
 - f. Board Support Update – M. Arthur
 - g. Fall Board Retreat Planning – M. Arthur

- 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 (attached) – A. Pasquinilli

- IX. Approval of School Leader Compensation for the 2018-2019 School Year – D. Taylor

- X. Adjournment and Confirmation of Next Meeting – Wednesday, August 15, 2018 at 9:00 a.m.



MONTHLY SCHOOL REPORT

Reach Cyber Charter School

May 2018

EOY 16-17		5/31/2017		4/30/2018		5/31/2018		
Number	Percent	Number	Percent	Number	Percent	Number	Percent	%Change

ENROLLMENT DATA

School Enrollment

	952	100%	952	100%	2121	100%	2129	100%	124 %
Reach Cyber Charter School	952	100%	952	100%	2121	100%	2129	100%	124 %

Grade Distribution

Grades PK-2		182	19%	182	19%	333	16%	335	16%	84 %
	KG	69	7%	69	7%	116	5%	116	5%	68 %
	1	50	5%	50	5%	118	6%	119	6%	138 %
	2	63	7%	63	7%	99	5%	100	5%	59 %
Grades 3-5		213	22%	215	23%	384	18%	392	18%	82 %
	3	55	6%	56	6%	120	6%	124	6%	121 %
	4	70	7%	71	7%	108	5%	112	5%	58 %
	5	88	9%	88	9%	156	7%	156	7%	77 %
Grades 6-8		400	42%	398	42%	682	32%	693	33%	74 %
	6	97	10%	97	10%	182	9%	194	9%	100 %
	7	165	17%	163	17%	219	10%	221	10%	36 %
	8	138	14%	138	14%	281	13%	278	13%	101 %
Grades 9-12		156	16%	156	16%	721	34%	709	33%	354 %
	9	156	16%	156	16%	357	17%	348	16%	123 %
	10	0	0%	0	0%	226	11%	224	11%	0 %
	11	0	0%	0	0%	138	7%	137	6%	0 %

New/Returning to CE

New	952	100%	952	100%	1647	78%	1658	78%	74%
Returning	0	0%	0	0%	474	22%	471	22%	0%

Total YTD Enrollment

Enrolled, not Grad	952	75%	952	75%	2139	73%	2149	72%	126%
Prior To Engagement	44	3%	44	3%	93	3%	94	3%	114%
Withdrawal During School Year	281	22%	278	22%	718	24%	752	25%	171%
Graduate	0	0%	0	0%	0	0%	0	0%	0%

Total YTD Enrollment	1277	100%	1274	100%	2950	100%	2994	100%	135 %
Enrollment Services Complete (Stage 4)	-	-	-	-	-	-	3108	-	-

Withdrawal Reason

Different/Better Schooling Option (Not related to socialization)	242	86%	242	87%	334	47%	342	45%	41%
Life Change	13	5%	12	4%	110	15%	117	16%	875%
Mismatch Academic	4	1%	4	1%	18	3%	18	2%	350%
Getting started with the school was too difficult	1	0%	1	0%	3	0%	3	0%	200%
Mismatch Family Schedule	6	2%	6	2%	4	1%	4	1%	-33%
Regulation	0	0%	0	0%	0	0%	0	0%	0%
Student wants more socialization	4	1%	4	1%	14	2%	14	2%	250%
Unhappy with the school (teachers, leadership)	1	0%	1	0%	13	2%	14	2%	1300%
Applying for next school year	1	0%	0	0%	0	0%	0	0%	0%
Deceased	0	0%	0	0%	1	0%	1	0%	0%
Inactivity	6	2%	5	2%	171	24%	186	25%	3620%
Missed Deadline	0	0%	0	0%	0	0%	0	0%	0%
Required Documentation Incomplete	0	0%	0	0%	1	0%	1	0%	0%
No Reason Given	0	0%	0	0%	0	0%	0	0%	0%



MONTHLY SCHOOL REPORT

Reach Cyber Charter School

May 2018

EOY 16-17		5/31/2017		4/30/2018		5/31/2018		
Number	Percent	Number	Percent	Number	Percent	Number	Percent	%Change

HOUSEHOLD DATA

Household Data									
Active Households	779	N/A	779	N/A	1702	N/A	1707	N/A	119 %
Graduated	663	N/A	0	N/A	0	N/A	0	N/A	0%
WD Prior To Engagement	38	N/A	38	N/A	83	N/A	84	N/A	121 %
WD During School Year	237	N/A	234	N/A	578	N/A	606	N/A	159 %
Students Per Active HH	1.22	N/A	1.22	N/A	1.26	N/A	1.26	N/A	3%

STUDENT DEMOGRAPHICS

Ethnicity									
Hispanic or Latino	133	14%	136	14%	287	14%	289	14%	113%
Not Hispanic or Latino	819	86%	816	86%	1832	86%	1838	86%	125%
Race									
Asian	19	2%	19	2%	38	2%	39	2%	105%
Black/African American	281	30%	281	30%	620	29%	628	29%	123%
Native Hawaiian or Other Pacific Islander	10	1%	10	1%	24	1%	24	1%	140%
American Indian or Alaskan Native	30	3%	30	3%	85	4%	83	4%	177%
White	686	72%	686	72%	1550	73%	1550	73%	126%
Distinct Race/Ethnicity									
Hispanic or Latino	133	14%	136	14%	287	14%	289	14%	113%
Multiple Races	56	6%	56	6%	148	7%	148	7%	164%
Black/African American	200	21%	200	21%	429	20%	437	21%	119%
White	552	58%	549	58%	1219	57%	1217	57%	122%
Asian	6	1%	6	1%	18	1%	18	1%	200%
American Indian or Alaskan Native	3	0%	3	0%	15	1%	15	1%	400%
Native Hawaiian or Other Pacific Islander	2	0%	2	0%	2	0%	2	0%	0%
Gender									
F	533	56%	533	56%	1200	57%	1199	56%	125%
M	419	44%	419	44%	921	43%	930	44%	122%
FARM Eligibility									
Qualifies for free	533	56%	534	56%	911	43%	905	43%	69%
Qualifies for reduced	106	11%	106	11%	236	11%	239	11%	125%
Refused to report	107	11%	107	11%	411	19%	420	20%	293%
Prior Schooling									
Charter School (Public)	62	7%	61	6%	150	7%	149	7%	144%
Home School	57	6%	58	6%	120	6%	127	6%	119%
No Prior School	97	10%	97	10%	206	10%	199	9%	105%
Online (Virtual) Public School	69	7%	69	7%	137	6%	133	6%	93%
Private/Parochial School	69	7%	69	7%	129	6%	134	6%	94%
Public School	598	63%	598	63%	1301	61%	1309	61%	119%
Prior Schooling Not Reported	37	4%	37	4%	78	4%	78	4%	111%
Special Populations									
Gifted	23	2%	23	2%	34	2%	36	2%	57%
504	20	2%	20	2%	58	3%	59	3%	195%
IEP	170	18%	163	17%	406	19%	417	20%	156%
None	749	79%	756	79%	1645	78%	1643	77%	117%



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Reach Cyber Charter School

May 2018

		EOY 16-17		5/31/2017		4/30/2018		5/31/2018		
		Number	Percent	Number	Percent	Number	Percent	Number	Percent	%Change
Disability										
	Autism	15	9%	15	9%	39	10%	40	10%	167%
	Cognitive Disability	7	4%	7	4%	14	4%	15	4%	114%
	Developmentally Delayed	0	0%	0	0%	1	0%	1	0%	0%
	Emotionally Impaired	20	12%	20	13%	65	17%	63	16%	215%
	Hearing Impaired	1	1%	1	1%	0	0%	0	0%	-100%
	Multiple Disabilities	0	0%	0	0%	1	0%	1	0%	0%
	Other Health Impaired	32	19%	29	18%	71	18%	75	19%	159%
	Physical Disability	0	0%	0	0%	1	0%	1	0%	0%
	Specific Learning Disability	72	44%	71	44%	173	45%	179	45%	152%
	Speech/Language Impaired	18	11%	17	11%	22	6%	25	6%	47%
	Visually Impaired	0	0%	0	0%	1	0%	1	0%	0%
Primary Language										
	English	1	0%	1	0%	1914	90%	1913	90%	191200%
	Another Language	0	0%	0	0%	186	9%	180	8%	0%
	Spanish	0	0%	0	0%	13	1%	13	1%	0%
	Arabic	0	0%	0	0%	5	0%	5	0%	0%
	Russian	0	0%	0	0%	2	0%	2	0%	0%
	No Language Reported	951	100%	951	100%	1	0%	16	1%	-98%

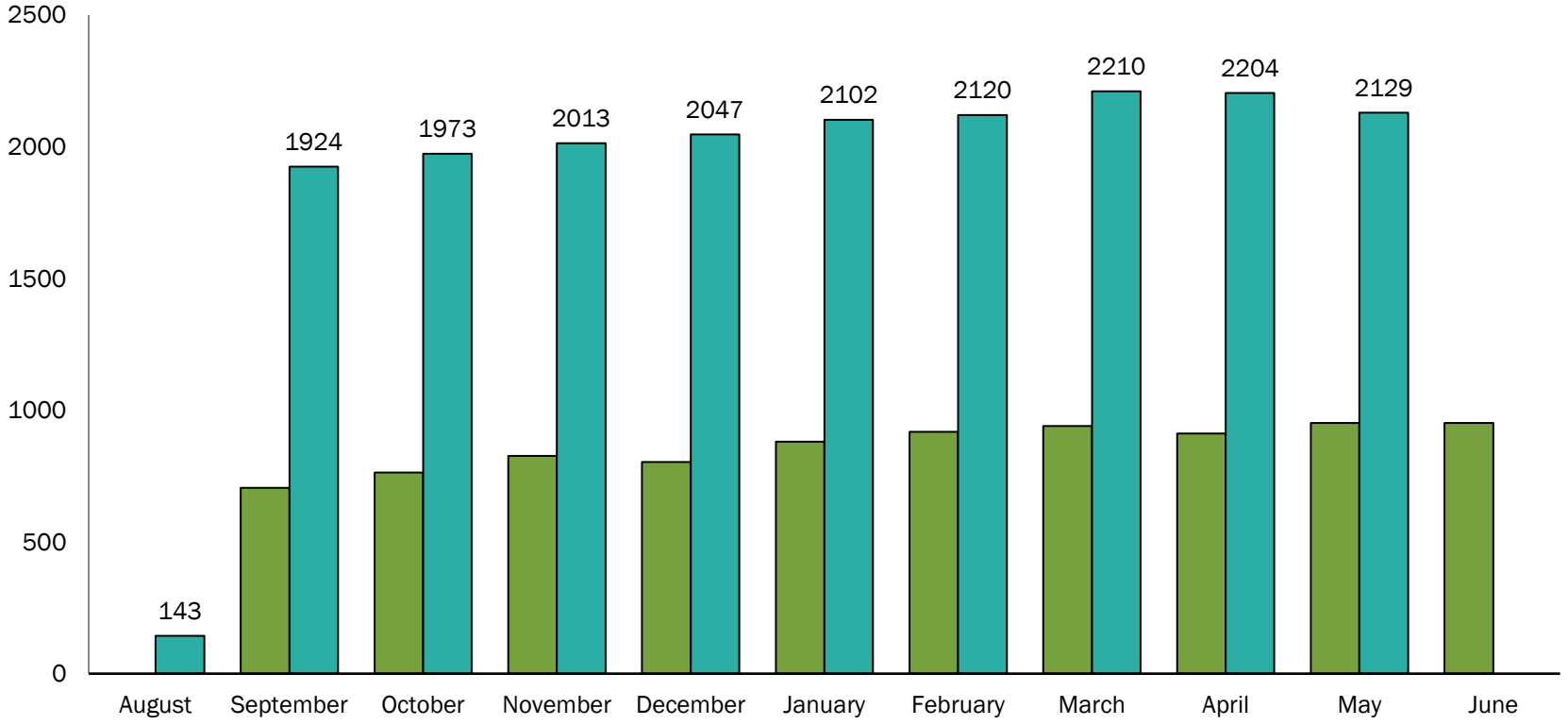
PERFORMANCE DATA

Contacts Per Week										
	Met	739	78%	782	82%	1691	80%	1726	81%	121%
	Not Met	213	22%	170	18%	430	20%	403	19%	137%
Escalation Status										
	Alarm	0	0%	0	0%	181	9%	0	0%	0%
	Approaching Alarm	0	0%	0	0%	260	12%	0	0%	0%
	Exempt	0	0%	0	0%	30	1%	0	0%	0%
	On Track	952	100%	952	100%	1650	78%	2129	100%	124%
Performance Metrics										
Grades PK-2										
	Average Performance	87 %		88 %		85 %		84 %		-5%
	Average Participation	97 %		96 %		101 %		98 %		2%
	Average Attendance	103 %		100 %		107 %		106 %		6%
Grades 3-5										
	Average Performance	78 %		78 %		74 %		73 %		-6%
	Average Participation	96 %		95 %		97 %		96 %		1%
	Average Attendance	106 %		101 %		108 %		109 %		8%
Grades 6-8										
	Average Performance	68 %		66 %		69 %		69 %		3%
	Average Participation	91 %		90 %		97 %		94 %		4%
	Average Attendance	102 %		97 %		105 %		105 %		8%
Grades 9-12										
	Average Performance	62 %		62 %		65 %		64 %		3%
	Average Participation	82 %		86 %		97 %		96 %		12%
	Average Attendance	97 %		95 %		103 %		103 %		7%
Total Average Performance		73 %		73 %		71 %		70 %		-3%
Total Average Participation		92 %		91 %		98 %		95 %		4%
Total Average Attendance		102 %		98 %		105 %		105 %		7%



Monthly Student Current Enrollment Comparison

■ 2016-2017 ■ 2017-2018



Reach Cyber Charter School
Revenue and Expense Statement Fiscal Year 2018
Period Ended May 31, 2018

	May-18 Actual	YTD Actual	Annual Forecast	Annual Budget	Variance - Favorable (unfavorable)
Revenue					
Regular Ed Funding	1,626,704.88	16,846,088.00	16,846,088	14,039,678	2,806,410
Special Ed Funding	884,081.39	7,457,640.47	8,106,623	7,063,623	1,043,000
Subtotal	2,510,786.27	24,303,728.47	24,952,710.83	21,103,301.33	3,849,409
Title I	65,525.18	105,409.58	603,783	398,000	205,783
Title II-A	9,262.60	16,036.48	68,848	56,000	12,848
Title VI - IDEA B	-	-	136,611	213,000	(76,389)
Title IV	2,000.01	4,000.02	10,000	-	10,000
E-Rate	-	-	-	-	-
Interest Income	953.67	1,144.31	1,144	-	1,144
Miscellaneous Income	125.88	214.85	215	-	215
Subtotal	77,867.34	126,805.24	820,601	667,000	153,601
Total Revenue	2,588,653.61	24,430,533.71	25,773,312	21,770,301	4,003,010
Compensation Expense					
Salaries - Administration	101,419.10	868,440.45	1,066,197	937,036	(129,161)
Benefits - Administration	22,312.20	187,437.90	230,944	206,148	(24,796)
Pension - Administration	5,070.96	42,269.10	52,157	93,704	41,547
Taxes - Administration	7,119.10	67,256.84	83,077	84,333	1,256
Subtotal Administration	135,921.36	1,165,404.29	1,432,376	1,321,221	(111,155)
Salaries - Teachers	402,918.09	3,298,724.72	4,358,175	3,511,944	(846,231)
Benefits - Teachers	88,641.98	732,435.45	965,515	772,628	(192,887)
Pension - Teachers	20,145.90	155,235.45	208,208	351,194	142,986
Taxes - Teachers	31,598.99	301,928.89	397,279	316,075	(81,204)
Subtotal Instructional Staff	543,304.96	4,488,324.51	5,929,178	4,951,841	(977,336)
Total Compensation Expense	679,226.32	5,653,728.80	7,361,553	6,273,062	(1,088,491)
Connections Products and Services					
Curriculum and Instructional Support Services	346,661.09	2,994,768.19	3,720,190	3,063,370	(656,820)
Student Connexus License	148,470.00	1,193,570.00	1,291,010	1,084,889	(206,121)
Student Technology Assistance Services	200,381.66	1,806,578.34	2,406,709	1,963,295	(443,414)
Enrollment/Placement/Student Support Services	151,250.75	1,472,759.50	2,187,090	1,760,251	(426,839)
School Operations Support Services	137,865.00	1,180,827.00	1,198,795	1,007,397	(191,398)
School Business Support Services	33,936.00	200,304.00	295,088	247,975	(47,113)
Special Ed Oversight	152,250.00	1,216,875.00	1,251,375	870,585	(380,790)
Professional Development Services	16,500.00	124,750.00	126,750	95,293	(31,457)
School Staff Support Services/Human Resources Support	62,700.00	474,050.00	481,650	331,620	(150,030)
Facilities Support Services	2,777.78	22,222.21	25,000	25,000	-
Short Term Substitute Teachers	3,300.00	14,550.00	14,550	-	(14,550)
Direct Course Instruction Support	9,608.40	83,088.18	83,088	-	(83,088)
Total Connections Products and Services Fees	1,265,700.68	10,784,342.42	13,081,295	10,449,675	(2,631,620)

Reach Cyber Charter School
Revenue and Expense Statement Fiscal Year 2018
Period Ended May 31, 2018

	May-18 Actual	YTD Actual	Annual Forecast	Annual Budget	Variance - Favorable (unfavorable)
<u>Pass-Through Expenses</u>					
Office Supplies	1,724.76	25,231.02	35,000	46,000	11,000
Copiers/Reproduction	822.35	5,572.16	10,000	16,000	6,000
Office Postage	1,388.33	7,093.92	10,000	21,000	11,000
Student Testing & Assessment	64,940.10	114,693.76	205,275	170,000	(35,275)
Staff Recruiting/Background Checks	970.80	7,405.06	18,000	84,000	66,000
Staff Training/Prof. Dvlpmnt.	7,340.97	51,864.10	84,500	65,000	(19,500)
Travel and Conferences	4,564.60	27,164.13	78,000	60,000	(18,000)
Travel- School Nurse	-	-	5,000	5,000	-
Maintenance & Repair	-	8,398.70	15,000	20,000	5,000
High Speed Internet	509.45	6,677.11	10,000	10,000	-
Telephone	17.81	331.50	2,000	2,000	-
Office Rent (including utilities)	15,061.93	159,536.09	174,598	272,101	97,503
Rent Operating Expense	-	-	-	19,200	19,200
Expensed Equipment	8,496.23	9,432.57	15,000	20,000	5,000
Expenses Pending Allocation	5,516.16	53,063.38	-	-	-
Student Technology Support Stipend	-	348,703.03	537,773	459,000	(78,773)
Student Printers	-	-	-	75,000	75,000
Special Education Direct Services	63,742.15	514,613.84	565,000	262,000	(303,000)
Contracted Pupil Health Support	-	-	10,000	10,000	-
STEM Programmatic Expenses	2,568.14	44,932.12	149,000	149,000	-
Extracurricular Activities	-	3,117.10	42,500	42,500	-
Team building	88.40	134.76	135	-	(135)
Total Pass-Through Expenses	177,752.18	1,387,964.35	1,966,781	1,807,801	(158,980)
<u>Other School Expenses</u>					
Banking fees	252.00	2,369.50	2,650	1,000	(1,650)
External Audit	-	15,000.00	15,000	22,000	7,000
Dues	1,748.00	9,003.65	10,000	5,000	(5,000)
D&O Insurance	-	2,269.00	2,269	6,000	3,731
Legal Services	7,078.64	8,441.31	20,000	20,000	-
Board Related Expense	1,074.12	4,952.10	20,000	20,000	-
Student Activities	(265.86)	2,561.99	2,828	1,500	(1,328)
Community Coordinators	-	-	2,750	-	(2,750)
Other School Expense	405.00	772.59	1,500	1,500	-
Accounting Services	39,603.57	171,629.77	175,000	136,486	(38,514)
Total Other School Expenses	49,895.47	216,999.91	251,997	213,486	(38,511)
Total Program Expenses Before Capital Outlay	2,172,574.65	18,043,035.48	22,661,626	18,744,024	(3,917,602)
Capital Outlay	-	142,317.88	142,318	-	(142,318)
Total Program Expenses Including Capital Outlay	2,172,574.65	18,185,353.36	22,803,944	18,744,024	(4,059,920)
Net Increase (Decrease)	416,078.96	6,245,180.35	2,969,368	3,026,277	(56,909)
Beginning fund balance	7,888,998.57	2,059,897.18	2,059,897	-	-
Ending fund balance	8,305,077.53	8,305,077.53	5,029,265	-	(56,909)

**Reach Cyber Charter School
Balance Sheet
May 31, 2018**

ASSETS	
Cash and Short Term Investments:	
Cash:Checking	\$ 1,962,425.89
Cash: Money Market Account	6,303,644.31

Total Cash and Short Term Investments	8,266,070.20
Other Current Assets:	
Pupil Funding Receivable	1,808,710.90
Allowance for Doubtful Accounts	(95,000.00)
Prepaid Rent	15,061.93

Total Other Current Assets	1,728,772.83

Total Current Assets	9,994,843.03
Other Current Assets:	
Security Deposit	8,916.65

Total Other Assets	8,916.65
Fixed Assets:	
Property Plant & Equipment:	
Computer Hardware	53,423.06
Leasehold Improvements	98,774.39
Furniture	101,373.97
Accum Depr:Computer Hardware	(12,323.30)
Accum Depr:Leasehold Improvements	(30,263.67)
Accum Depr: Furniture	(9,903.48)

Net Fixed Assets	201,080.97

Total Assets	\$ 10,204,840.65
	=====
LIABILITIES	
Current Liabilities:	
Accrued Expenses	\$ 50,039.98
Due to (from) Connections Academy	1,598,208.50
Pension Payable	50,433.67

Total Current Liabilities	1,698,682.15

Total Liabilities	1,698,682.15

FUND BALANCE	
Beginning Fund Balance	2,059,897.18
Invested in Capital	201,080.97
Board Assigned Fund Balance	650,000.00
Change in Fund Balance	5,595,180.35

Ending Fund Balance	8,506,158.50

Total Liabilities and Fund Balance	\$ 10,204,840.65
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Reach Cyber Charter School
MINUTES OF THE BOARD OF DIRECTORS MEETING
Wednesday, May 16, 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 9:01 a.m. when all participants were present and able to hear each other.

Board Members Present: David Taylor, Dave Biondo, Gail Hawkins-Bush and Paul Donecker (via phone);

Board Members Absent: Alex Schuh and Joe Harford;

Guests: Jane Swan, School Leader; John McMurray, Karen Yeselavage, Brad Testa, Scott Stuccio and Cody Smith, School staff; Kevin Corcoran, Charter Choices, Financial Consultant (in person); Nancy Wagner and Rachel Parker, School staff; Pat Hennessy, Board Counsel; Andrew Pasquinilli, Amanda Jay, Tina Blair and Megann Arthur, 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 indicated their intent to table Action Item (c) Approval of Budget for the 2018-2019 School Year, as the draft budget was still being finalized. There being no additional changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the May 16, 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

i. End of Year Activities Update

Ms. Swan provided the Board with an update on end of year activities for students and families. She highlighted a number of end of year celebration events across the state.

ii. State Testing Update

Ms. Swan updated the Board on the recent completion of state testing. She briefly reviewed the numbers of families who exercised their "opt out" option, as well as participation rates.

[Ms. Hennessy joined the meeting at 9:08 a.m.]

iii. Special Education PDE Site Visit Update

Ms. Swan provided the Board with an update on the school's continuous work on the PDE's recommendations from the recent site visit.

iv. Federal Programs Monitoring Audit – May 17

Ms. Swan advised the Board on the upcoming routine Federal Programs Monitoring Audit, a component of the school receiving federal title funding. She reviewed the school staff preparations in advance of the site visit, including the documentation requested from the audit team in advance.

b. Financial Report

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

Mr. Corcoran provided the Board with a brief update on the budget development process for the 2018-19 school year, advising that a draft should be available for Board review soon. He further reminded all participants of the compliance requirement for the budget to be available for public review at least thirty (30) days prior to the meeting it is considered for adoption.

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 April 18, 2018 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Connections Education Invoice(s) for April;
- d. Approval of LiveSpeech Invoice(s);
- e. Approval of Board President as Board Designee to Approve Summer Staffing Decisions for the 2018-2019 School Year; and

- f. Approval of Revision(s) to the Employee Handbook: Attendance and Work at Home Policies; are hereby approved.

The motion passed unanimously.

VI. Action Items

- a. Approval of Teacher Induction Program

Ms. Swan presented this item to the Board. She reviewed the proposed Program details, as included in the Board package, and highlighted significant milestones in the Program. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Teacher Induction Program, as discussed, is hereby approved.

The motion passed unanimously.

- b. Approval of Supplemental Educational Products and Services: LiveSpeech

Ms. Swan reviewed the proposal for LiveSpeech services for the next school year, as included in the Board meeting materials. She advised the Board of the positive results yielded from the use of Live Speech, and her recommendation that the Board approve engaging POBL for Live Speech for another year. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Supplemental Educational Products and Services: LiveSpeech, as discussed, is hereby approved.

The motion passed unanimously.

- c. Approval of Budget for the 2018-2019 School Year

This item was tabled to the next regular meeting of the Board.

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) School Leadership Team.

- i. School Leader Performance Review Planning

Mr. Pasquinilli outlined the annual school leader review process with the Board. He reminded Board members that the process includes feedback from the Board through a survey. Mr. Pasquinilli further reminded the Board that Ms. Swan's final review will take

place during the Board's Annual Meeting in June. He also reiterated the importance of Board member participation in the review process.

c. Board Annual Meeting Update

Ms. Arthur discussed with the Board the current date of the Board's June Annual Meeting, and the conflict of that meeting with the National Charter Schools Conference, which is expected to be attended by members of the Board. Board members discussed availability for a June meeting, and asked Ms. Arthur to poll the Board to reschedule their June Annual Meeting.

VIII. Adjournment and Confirmation of Next Meeting - TBD

Mr. Taylor inquired if there was any other business or discussion. There being no further business or discussion, he noted that the next meeting date is to be determined. The Board being at the end of its agenda, the meeting was adjourned at 9:32 a.m.

Staffing Reports

New Hires

Name	Area	Compensation	Bonus Potential	Start Date
n/a				

Departing Employees

Name	Area	Last Day Worked	Reason
Cass, Melissa	Teacher - Special Edu	4/25/18	No Good Fit
Hinkle, Sophia L.	Teacher - Secondary	6/15/18	Career Advancement
Trostle, Jeremy	Teacher - Secondary	6/15/18	Relocated

Promotions/Transfers

Name	Previous Position	New Position	Compensation	Bonus	Effective Date
n/a					

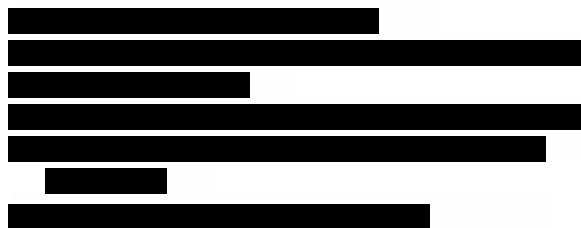
Invoice	147276
Date	6/11/2018
Page	1

Connections Education LLC

10960 Grantchester Way
 Columbia, MD 21044
 Phone: (443)-873-1779

Invoice

Electronic Payment Remittance:



**Please include invoice number(s)
 in transmission**

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

Purchase Order No.	Customer ID		Payment Terms	
2228460	0001124		NET30	
QTY	Item	Description	Unit Price	Ext. Price
1.00	BENEFITS	May Service	\$110,954.18	\$110,954.18
1.00	ENROLLMENT BASED	May Service	\$1,262,400.68	\$1,262,400.68
1.00	OTHER CA CHARGE	May Service	\$3,300.00	\$3,300.00
1.00	OTHER CA CREDIT	May Service	(\$31,212.47)	(\$31,212.47)

Please note Invoice Number **147276** on payment

Discount	\$0.00
Total	\$1,345,442.39

Make all checks payable to Connections Education and send to:
 32369 Collection Center Dr
 Chicago, IL 60693-0323

Invoice	147277
Date	6/11/2018
Page	1

Connections Education LLC

10960 Grantchester Way
 Columbia, MD 21044
 Phone: (443)-873-1779

Invoice

Electronic Payment Remittance:

[REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]

**Please include invoice number(s)
 in transmission**

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

Purchase Order No.	Customer ID	Payment Terms
2228460	0001124R	NET30

QTY	Item	Description	Unit Price	Ext. Price
1.00	PASS THROUGH	May Service	\$204,633.80	\$204,633.80
1.00	WITHHOLDINGS	May Service	\$34,473.06	\$34,473.06

Please note Invoice Number 147277 on payment
Make all checks payable to Connections Education and send to:
32369 Collection Center Dr
Chicago, IL 60693-0323

Discount	\$0.00
Total	\$239,106.86



**REACH CYBER
CHARTER
SCHOOL**

Charges for the Following Period:

May 2018

Compensation Expenses

Benefits - Administration	21,265.06
Benefits - Instructional	89,689.12
	<hr/>
	110,954.18

Enrollment/Unit Based Charges

Student Technology Assistance Services	66,758.66
Student Technology Assistance Services	133,623.00
Student Connexus License	148,470.00
Curriculum and Instructional Support Services	70,931.09
Curriculum and Instructional Support Services	275,730.00
Enrollment/Placement/Student Support Services	87,620.75
Enrollment/Placement/Student Support Services 1	63,630.00
School Operations Support Services	137,865.00
Direct Course Instruction Support	9,608.40
Professional Development Services	16,500.00
School Staff Support Services	62,700.00
School Business Support Services 1	33,936.00
Special Ed Administration Services	152,250.00
Facilities Support Services	2,777.78
	<hr/>
	1,262,400.68

Pass Through Expenses

204,633.80

Short Term Substitute Teaching Services

3,300.00

Credit for Non-Billable Earnings Paid By the Schools

(31,212.47)

Withholdings

34,473.06

Total Amount Due

\$ 1,584,549.25



10960 Grantchester Way
 Columbia, MD 21044
 Phone: (443)-873-1779

Invoice	147156
Date	5/16/2018
Page	1

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
3.00	REACH LIVESPEECH	Assessment - Reevaluation Assessment - April	\$350.00	\$1,050.00
16.00	REACH LIVESPEECH	Cancellation < 24 hours - Excused - 30 minutes - April	\$37.35	\$597.60
1.00	REACH LIVESPEECH	Cancellation < 24 hours - Excused - 60 minutes - April	\$74.70	\$74.70
7.00	REACH LIVESPEECH	Cancellation < 24 hours - Unexcused - 15 Minutes - April	\$18.68	\$130.76
68.00	REACH LIVESPEECH	Cancellation < 24 hours - Unexcused - 30 Minutes - April	\$37.35	\$2,539.80
7.00	REACH LIVESPEECH	Cancellation < 24 hours - Unexcused - 60 Minutes - April	\$74.70	\$522.90
2.00	REACH LIVESPEECH	Consult - 15 minutes - April	\$18.68	\$37.36
8.00	REACH LIVESPEECH	Group Speech Therapy (2 students) - 15 minutes - April	\$15.08	\$120.64
42.00	REACH LIVESPEECH	Group Speech Therapy (2 students) - 30 minutes - April	\$30.15	\$1,266.30
3.00	REACH LIVESPEECH	Group Therapy (1 student) - 15 Minutes - April	\$15.08	\$45.24
24.00	REACH LIVESPEECH	Group Therapy (1 student) - 30 Minutes - April	\$30.15	\$723.60
8.00	REACH LIVESPEECH	IEP Conference - 15 Minutes - April	\$18.68	\$149.44
8.00	REACH LIVESPEECH	IEP Conference - 30 minutes - April	\$37.35	\$298.80
2.00	REACH LIVESPEECH	IEP Conference - 45 minutes - April	\$56.03	\$112.06
3.00	REACH LIVESPEECH	IEP Conference - 60 minutes - April	\$74.70	\$224.10
5.00	REACH LIVESPEECH	Individual Therapy - 15 minutes - April	\$18.68	\$93.40
127.00	REACH LIVESPEECH	Individual Therapy - 30 minutes - April	\$37.35	\$4,743.45
3.00	REACH LIVESPEECH	Individual Therapy - 60 minutes - April	\$74.70	\$224.10
3.00	REACH LIVESPEECH	Initial Meeting - Initial Conference - April	\$60.00	\$180.00
14.00	REACH LIVESPEECH	Progress Notes - LiveSpeech ONLY - April	\$37.50	\$525.00

Please note invoice number 147156 on remittance. Thank you.

Discount	\$0.00
Total	\$13,659.25

Make all checks payable to Connections Education and send to:
 32369 Collection Center Dr
 Chicago, IL 60693-0323



From: Pearson Online & Blended Learning
To: Jane Swan, Principal, Reach Cyber Charter School
Re: LiveSpeech Services for the 2018-2019 School Year

Attached for board approval are the Proposed Financial Terms for Speech Therapy, Speech/Language Evaluation Services and/or Case Management for SY 2018-19. We, at Pearson Online & Blended Learning (Pearson OBL), understand that the Reach Cyber Charter School school leadership and Board have all placed a high priority on continuing to improve the school's academic performance. As such, the attached contract proposes that Reach Cyber Charter School will contract with Pearson OBL for speech through its innovative, successful LiveSpeech online speech therapy with a team of highly trained, licensed speech therapists.

For your convenience, a summary of the LiveSpeech contract is provided below.

General Information

Pearson OBL provides LiveSpeech to students attending Connections Academy who require Speech Therapy, Speech/Language Evaluation Services, and/or Case Management. Such services include the following:

- Assessment (initial evaluation and re-evaluation)
- Initial Set-up
- Individual or Group Speech Therapy
- Consulting Services
- Case Management
- Progress Notes
- ESY Services as needed
- Other Services as needed



Speech Therapy, Speech/Language Evaluation Services, Case Management STATEMENT OF WORK

Customer Name:	Reach Cyber Charter School
Contact Person:	Jane Swan
Phone Number:	570-218-8475
Email Address:	jswan@reach.connectionsacademy.org

Reach Cyber Charter School (“Customer”) and Pearson Online & Blended Learning K-12 USA (“OBL”), are hereby entering into this Statement of Work (“Statement of Work”) whereby Customer is contracting with OBL to receive certain Speech Therapy, Speech/Language Evaluation Services and/or Case Management services.

1. LiveSpeech

- a. If speech language pathology is required in an IEP, Customer may contract with OBL for speech through its innovative, successful LiveSpeech online speech therapy with a team of highly trained, licensed speech therapists. Speech Therapy Services may be provided on whichever platform OBL deems appropriate. Customer recognizes the difficulty in recruiting speech language pathologists and will address the challenge by providing a cutting-edge “telepractice” approach endorsed by the American Speech-Language-Hearing Association. OBL also plans to contract with local providers of special education services such as occupational therapy if needed. Telepractice may be used to overcome barriers of access to services caused by distance, unavailability of specialists and/or subspecialists, and impaired mobility. Telepractice offers the potential to extend clinical services to remote, rural, and underserved populations, and to culturally and linguistically diverse populations.
- b. Exhibit A to this Statement of Work, attached hereto and incorporated herein by reference, details the LiveSpeech services and pricing being made available to Customer hereunder.
- c. Customer agrees to provide at least 30 days written notice prior to removing students from the caseload of the OBL Speech-Language Pathologist (“SLP”).
- d. Invoicing Procedure. LiveSpeech services shall be provided upon Customer’s written requests, and Customer will be billed monthly for the previous month's services as requested and delivered. Invoices will be paid within 30 days of invoice date. In no event shall failure by OBL to invoice the Customer constitute



a waiver of the Customer's obligation to make payment to OBL under the Statement of Work.

2. **Services**

- a. Screenings are short, preliminary meetings between student and therapist to determine if student speech or communication issue merits a complete assessment. A short written report is provided detailing the screening outcome and sent to customer.

Assessment services include evaluation, written report, suggested IEP goals and attendance at IEP meeting. If additional meetings are needed, they will be charged at the per-hour, per-student rate.

- b. Progress Notes are the periodic documentation of the student's progress towards his or hers individualized goals established during IEP meetings. These costs are not applied for Case Management students.
- c. Some students may require "Extended School Year" therapy sessions ("ESY") as prescribed in their IEP to be offered during summer breaks.
- d. Others services may include consult services (required by IEP), participation in IEP meetings or other special services. Additionally, if Customer or Customer's state requires special documentation, reports or software reporting systems to be used as part of a speech screening process or documentation of therapy, appropriate "Other services as needed" per hour fees shall be assessed.

3. **Therapy Appointment Cancellation Policy**

- a. The student or Caretaker must notify their therapist at least 24 hours in advance of the scheduled appointment time in the event that they need to reschedule their appointment.
- b. If a student misses an appointment without providing at least 24 hours' notice (regardless if the reason provided is excused or unexcused), this is classified as a "No-Show No-Call", in which case the cost of the full therapy session is charged to Customer.

4. **OBL Obligations.**

- a. Individual or group speech therapy sessions will be provided with an appropriately licensed therapist via the OBL LiveSpeech Program, using LiveLesson or in person and supported by Connexus.
- b. Speech/Language Screening and Evaluation services include review of student's history, administering and interpreting tests, and report writing, where applicable.



- c. Case management services are limited to those students that require solely Speech/Language Screening, Evaluation or speech therapy services. Case management services include:
 - i. Fulfilling mandatory scheduled contacts.
 - ii. Completing the IEP in the school's IEP software system (customer must provide access and appropriate training to therapist).
 - iii. Entering quarterly progress reports into the IEP software system.
 - iv. Working with designated customer administrative support to set up meetings.
 - v. Participating in the IEP meetings.
 - d. Licenses; Certifications. Services will be provided solely by licensed SLPs who are certified in Pennsylvania. Such SLPs are not employees of the School. SLPs are contracted through OBL and will not be required to obtain Pennsylvania Teaching Licensure unless requested in writing by the Customer and at Customer's cost.
 - e. Background Checks. All therapists will have undergone background screening as required by OBL or applicable law to assure the safety of the customers and students.
 - f. Customer-designated Speech Coordinator access to Connexus to identify students for LiveSpeech services and to view individual student progress data.
 - g. A webcam will be provided for each student who is referred for an evaluation or therapy services. Webcams are not provided to students receiving a screening. Working with the customer, OBL can send the webcam directly to the student or to a designated customer location such as a school site. This election should be indicated on the LiveSpeech Enrollment Form. These materials do not need to be returned to OBL.
5. **Customer Obligations**
- a. Designated Speech Coordinator who will be the primary contact for OBL and will authorized to designate a student for speech services. The Customer may elect to have other individuals perform this function with written notification to OBL. By designating this Speech Coordinator(s), the Customer authorizes that (those) individual(s) to request services from OBL and thereby commits the Customer to the corresponding fees.
 - b. Financial responsibility, including replacement cost for any Pearson OBL property and included software that is provided to a student, when said property must be shipped again to Customer or Customer's Students due to (i) damage to or theft of property after its receipt, (ii) inaccurate shipping information provided by Customer, or (iii) loss of materials by Customer or Customer's Students.
 - c. Consultation and/or conference sessions with the IEP teleconferences, as well as



parent consultations.

- d. Primary contact and relationship with all customer users, including promoting compliance with attending LiveSpeech sessions, evaluations, and screening.
- e. Collaboration with OBL to provide the required information to effectively enroll students. Students will not be enrolled, nor will any services be provided, until necessary parent authorizations, IEP or other documentation of students' speech needs are provided to OBL.
- f. Complete and accurate information documenting the level of speech services required in student's IEP.
- g. Complete disclosure of requirements to use school or state documentation or reporting systems (use of these systems may require additional fees).
- h. Individual to perform administrative tasks associated with speech case management including:
 - i. Scheduling IEP meetings and managing attendees.
 - ii. Faxing, copying, and filing in a secure location locally all documents related to student(s) speech requirements and therapy.

6. **Mutual Obligations**

- a. Clinical and Medical Records. It is understood and agreed that clinical and medical records are also "Confidential Information" under this Statement of Work, and each party expressly agrees to comply, to the extent and in the manner required by the applicable statutory and regulatory regime, with the laws and regulations governing the use, disclosure, and duties and obligations to protect "protected health information" (as defined in 45 CFR 160.103), as may be amended from time to time (collectively, "Applicable Laws"), including, without limitation, FERPA; Subtitle D of the Health Information Technology of Economic and Clinical Health Act ("HITECH"); and the Health Insurance Portability and Accountability Act of 1996 (45 CFR parts 160, 162 and 164) ("HIPAA"), including the implementation of all required safeguards to prevent disclosure of protected health information by either party, its employees or agents.
- b. The services provided under this Exhibit A are subject to the Standard Terms.

7. **Term**: This Statement of Work will commence upon its execution by both parties (the "Effective Date") and shall expire on **July 31, 2019**, and may be renewed in writing signed by both parties. In the event the parties determine to negotiate a continuation of their relationship beyond the expiration date, and such renewal negotiations continue beyond the expiration date such that OBL continues to provide services consistent with its obligations set forth in this Statement of Work, without a renewal agreement being executed by and between the parties, the terms and conditions of this Statement of Work



shall continue to govern the relationship of the parties until such time as the parties: (i) execute a new agreement; or (ii) the parties’ relationship terminates without a new agreement being executed.

- 8. **Limitation of Liabilities:** In no event will either party, or such party’s Affiliates, directors, officers, employees, or agents, be responsible or liable for the debts, acts or omissions of the other party or such party’s Affiliates, directors, officers, employees, or agents.
- 9. **Notices:** All notices, consents and other communications under this Statement of Work shall be given in writing and shall be sent by and deemed to have been sufficiently given or served for all purposes as of the date it is delivered by e-mail, hand, received by overnight courier, or within three (3) business days of being sent by registered or certified mail, postage prepaid to the parties at the following addresses (or to such other address as hereafter may be designated in writing by such party to the other party):

If to OBL:	Pearson Online & Blended Learning K-12 USA 10960 Grantchester Way Columbia, MD 21044 Attn: Donna Hutchison
With a copy to:	Pearson Online & Blended Learning K-12 USA 10960 Grantchester Way Columbia, MD 21044 Attn: Dept. of School Legal Affairs Legal-PearsonOBL@pearson.com
If to the Customer:	Reach Cyber Charter School 750 East Park Drive, Suite 204 Harrisburg, PA 17111 Attn: Jane Swan jswan@reach.connectionsacademy.org

10. **Miscellaneous.**

- a. **Standard Terms:** Capitalized terms not otherwise defined in this Statement of Work shall have the meanings ascribed to them in the “Standard Terms,” meaning the Terms and Conditions for Virtual Learning Programs located at <https://www.pearson.com/us/prek-12/products-services-teaching/online-blended-learning-solutions/connections-learning/terms-conditions.html>.



- b. Electronic Signatures. This Statement of Work and related documents may be accepted in electronic form (e.g., by scanned copy of the signed document, an electronic or digital signature or other means of demonstrating assent) and each Party's acceptance will be deemed binding on the Parties. Computer maintained records of the Statement of Work and related documents when produced in hard copy form shall constitute business records and shall have the same validity as any other generally recognized business records.

Agreed to by:

Pearson Online & Blended Learning

Reach Connections Academy

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



Exhibit A
Speech Therapy, Speech/Language Evaluation Services and/or Case Management

Services	Product/Service Descriptions	Pricing
Initial Set-up Fee	(includes webcam and shipment)	\$60 Per Student, Per Year
LiveSpeech – Assessment (initial evaluation and re-evaluation)	Assessment services include evaluation, written report, suggested IEP goals and attendance at IEP meeting. Assessments are conducted in Adobe Connect using a webcam and headset. Speech language pathologist (SLP) evaluates or re-evaluates a student for speech/language concerns.	\$350 Per Student, Per Assessment
LiveSpeech – Case Management	Monthly supervision of paperwork and meetings for students who have speech/language as their primary disability.	\$80 Per Month, Per Student
LiveSpeech – Consulting Services	Consults may involve a records review, attending IEP meetings and/or providing tips for working with a student to teachers and/or caretakers. These are generally done in quarter to half hour increments.	\$95 Per Hour, Per Student
LiveSpeech – Group Speech Therapy	Speech therapy provided by an ASHA-certified, state-licensed SLP. Sessions generally are 15 minutes to an hour conducted via Adobe Connect using a webcam and a headset with microphone. Groups consist of no more than 3 students.	\$240 Per Month, Per Student
LiveSpeech – Individual Speech Therapy Only	Speech therapy provided by an ASHA-certified, state-licensed SLP. Sessions generally are 15 minutes to an hour conducted via Adobe Connect using a webcam and a headset with microphone.	\$290 Per Month, Per Student
LiveSpeech – Other services as needed	May include SLP’s time for a variety of possible services, including records review, participation in IEP meetings, working with advocates/attorneys, etc.	\$95 Per Hour, Per Student
LiveSpeech – Progress Notes	Detailed documentation of students’ progress toward achieving their speech goals. Progress notes are specific to each school and/or state requirements for writing and delivering progress notes.	\$24 Per Occurrence



	Often involves using a school/state special education reporting program or a specific format for the progress notes themselves. Services generally occur 2 – 4 times per year, per student, based on state requirements.	
LiveSpeech – Screenings	A short phone conference between student and SLP. SLP determines if student exhibits a speech/language issue that merits a complete evaluation. A brief written report is provided detailing the screening outcome and sent to customer.	\$95 Per Screening, Per Student
Extended School Year (ESY)	In some cases, the IEP team may decide that a student needs therapy services over the summer. Speech therapy provided by an ASHA-certified, state-licensed SLP. Sessions generally are in 30-minute increments conducted via Adobe Connect using a webcam and a headset with microphone. Groups consist of no more than 3 students.	\$95 Per Student, Per Hour



Reach Cyber Charter School 2018 – 2019 Meeting Schedule for Board of Directors

School Phone: (717) 704-8437

School Fax: (717) 409-8356

School Website: <http://www.connectionsacademy.com/reach-cyber-school/about>

All meetings are open to members of the public. For information about meetings or for members of the public who require special accommodations to attend, contact the School Principal at least 24 hours prior to the meeting.

Jane Swan, School Principal

jswan@reach.connectionsacademy.org

(717) 704-8437

DATE	TIME	LOCATION
Wednesday, August 15, 2018	9:00 a.m. – 11:00 a.m.	750 East Park Drive, Suite 204 Harrisburg, PA 17111
Wednesday, September 19, 2018	9:00 a.m. – 11:00 a.m.	750 East Park Drive, Suite 204 Harrisburg, PA 17111
Wednesday, October 17, 2018	9:00 a.m. – 11:00 a.m.	750 East Park Drive, Suite 204 Harrisburg, PA 17111
Wednesday, November 14, 2018	9:00 a.m. – 11:00 a.m.	750 East Park Drive, Suite 204 Harrisburg, PA 17111
Wednesday, January 16, 2019	9:00 a.m. – 11:00 a.m.	750 East Park Drive, Suite 204 Harrisburg, PA 17111
Wednesday, February 20, 2019	9:00 a.m. – 11:00 a.m.	750 East Park Drive, Suite 204 Harrisburg, PA 17111
Wednesday, April 17, 2019	9:00 a.m. – 11:00 a.m.	750 East Park Drive, Suite 204 Harrisburg, PA 17111
Wednesday, May 15, 2019	9:00 a.m. – 11:00 a.m.	750 East Park Drive, Suite 204 Harrisburg, PA 17111
Annual Meeting Friday, June 19, 2019	9:00 a.m. – 11:00 a.m.	750 East Park Drive, Suite 204 Harrisburg, PA 17111

**CONNECTIONS EDUCATION LLC
CHARTER SCHOOL VIRTUAL LEARNING PROGRAMS
STATEMENT OF AGREEMENT**

AMENDMENT #1

Customer Name: Reach Cyber Charter School
Contact Person: David Taylor, Board President
Email Address: DavidTaylor@reach.connectionsacademy.org
Effective Date: July 1, 2018 (“Amendment 1 Effective Date”)

1. **Background:** The Parties entered into the above titled Statement of Agreement with an effective Date of April 27, 2016 (“Agreement”). Under the terms of the Agreement, the School contracted to purchase from Connections an array of products and services essential to the operation of the school as more fully described therein. The services Connections was contracted to provide included consultative and other support services related to the School’s special education state and federal regulatory obligations, as more fully described in Sections 3 d(ii) and g of the Agreement. The Parties thereafter entered into the Special Education Administration Services Agreement, with an effective date of July 1, 2016, whereby the School contracted with Connections full responsibility to administer the School’s Special Education Services program “until such time as the School determines to transition such provision of Special Education Services to itself or other designated third-party” The School has determined that effective July 1, 2018 it will transition to itself full responsibility for the special education program without support from Connections. The purpose of this Amendment is to document the School’s decision to transition responsibility for the delivery of Special Education Services to the School and the Parties respective responsibilities in connection with that transition.
2. **Defined Terms:** All capitalized terms not specifically defined herein shall have that definition ascribed to such term in the Agreement.
3. **Termination Date of the Special Education Administration Services Agreement:** The termination date of the Special Education Administration Services Agreement shall be 11:59 pm June 30, 2018.
4. **Special Education Services Contracted From Connections Under the Agreement:** Sections 3d(ii) and 3g of the Agreement are hereby stricken as of the Amendment 1 Effective Date and shall be thereafter of no further force and effect. Further all references in the Agreement to Connections obligation to support the School in the delivery of Special Education Services, including Related Services (as that term is defined in the Special Education Administration Services Agreement), are hereby stricken as of the Amendment 1 Effective Date and shall be thereafter of no further force and effect.
5. **Delivery of Special Education Services, including Related Services:** As of the Amendment 1 Effective Date, the School shall be solely responsible for the delivery of Special Education Services. A representative list of responsibilities being transitioned from Connections to the School as of the Amendment 1 Effective Date is set forth in Schedule 1 of the Amendment #1.
6. **Indemnification Obligations:** As of the Amendment 1 Effective Date, Connections shall have no indemnification obligations related to claims related to or arising out of the School’s delivery of Special Education Services, including Related Services when such claims arise on or after the Amendment 1 Effective Date. Except as specifically set forth in this Section 6a. and below and so long as the School follows with fidelity the Indemnification Procedure set forth in Section 9 of the Special Education Administration Services Agreement, Connections indemnification obligations set forth in the Special Education Administration Services Agreement shall remain in full force and effect with respect to such claims arising prior to the Amendment 1 Effective Date.
 - a. Completion of all Individual Corrective Action Plans (ICAPs) and the Facilitated Self-Assessment related to the Cyclical Monitoring conducted in February 2018. Claims related to or arising out of the matters

described in Section 6 a above shall be the sole responsibility of the School regardless of when such claim arose and Connections shall have no indemnification obligation related to such claims.

7. **Connections Transition Services:** As of the Amendment 1 Effective Date through 11:59 pm August 31, 2018, Connections shall provide the School with a maximum of 2 hours per week of consultative services related to the transition to the School of the delivery of Special Education Services. From September 1, 2018 through 11:59pm September 30, 2018, Connections shall provide the School with a maximum of 1 hour per week of consultative services related to the transition to the School of the delivery of Special Education Services. The School is not obligated to use these consultative services but any such services will be provided at no cost to the School.
8. **Fee Schedule:** The previously agreed to Fee Schedule included in this Amendment #1 for the convenience of the Parties is hereby amended to delete any reference to Special Ed Program Support Services and the associated fee of \$190.00, such deletion to take effect on the Amendment 1 Effective Date.
9. In all other respects, the Agreement shall remain as previously adopted.

Agreed to by:

REACH CYBER CHARTER SCHOOL

CONNECTIONS EDUCATION LLC

By: _____

By: _____

Title: _____

Title: _____

SCHEDULE 1

Representative List of Services And Responsibilities Transitioned to School as of July 1, 2018

School to assume the following responsibilities that are currently provided and maintained by POBL, including but not limited to:

- All legal responsibility for provision of special education and related services as per federal and state statutes for special populations (IEP, 504, EL, Child Find), including all legal fees and guidance.
- Modification, monitoring, and administration of their IEP Writer program maintained by POBL including any reporting up to the state and modifications needed per changes in state statute.
- All coordination of related services contracts, monthly invoice processing (receipt and payment), and service provision monitoring: attendance and no-shows.
- All coordination with DeSalvo, Inc. and other evaluators regarding special education evaluations per contract terms
- Assistive Technology software license costs: POBL will continue to install standard offerings on POBL-provided equipment and pass-through the cost of the license to the school.
- Entering into contracts with vendors who provide the following:
 - AT Software beyond standard POBL offerings (TextHelp/Snap and Read, Dragon Naturally Speaking, ZoomText, and screen readers for the visually impaired; POBL will continue to install these offerings on POBL-provided computers)
Assistive Technology equipment and software beyond the typical provision to CA partner school. Reach will provide POBL with the names and customer support contact information for these items and vendors.
 - Closed Captioning and ASL translation services in LiveLesson classroom
 - Provision of Large Print and Braille books to visually impaired students
 - Necessary and appropriate services to Students with vision impairments but not identified as VI - Section 504 n=3, IEP for Vision Impairment n = 1)
 -
- Coordinate with Connections to develop a plan to retrieve the Docusign documents housed in the accounts of POBL Special Education Administrative Services staff.
- Special Population State Reporting support
- Completion of all ICAPS and Facilitated Self Assessments related to the Cyclical Monitoring conducted in February 2018
- Oversight of all ELs, Section 504 Plans, and IEPs
- Hiring and Direct Supervision of Special Education Manager
- Support from Special Education Administrative Services
- Support from Special Education Consulting Team
- Bi-Monthly PLC Special Education Manager Meetings
- Mid Year and End of Year Reviews for Special Education Managers and Assistant Manager (including ongoing and documented performance feedback and disciplinary action when required)
- Participation, Planning, Support and Modeling of Special Education Teacher LiveLesson Observations
- Strategic Plans Provided, Monitored and Reported On
- School-Year Cycle Planned Agenda Weekly Meetings with Special Education Manager (or more often as needed)
- Monthly Meetings with Special Education Manager (or more often as needed) with Connections ESS Consulting team
- Weekly Meetings with Special Education Manager (or more often as needed) with Connections ESS Consulting team
- Monthly Meetings with the School Leader (or more often as needed) and Connections ESS Consulting Team
- Private School Leader Communication IAs
- Monthly Meetings with Designated State Relations (or more often as needed)
- Monthly Meetings with Designated PSLT to discuss special education matters (or more often as needed)

- Oversee School Physical File Audit (conducted yearly by school staff with follow up action plan)
- In-Person Internal File Audits
- Participation in LiveSpeech Manager Meetings
- Participation, Planning, Support and Modeling of Special Education School Team Meetings
- Participation, Planning, Support and Modeling of Special Education Teacher Supervision Meetings
- Participation, Planning, Support and Modeling of Special Education Teacher Midyears and EOY Reviews
- Support from Pearson Legal
- Daily Audit/Cyclical Monitoring Support including ICAP and FSA Completion
- Child Find Referral Data Provided Monthly and Interpreted
- Special Education Monthly Compliance Data Provided Bi-Monthly, Graphed and Interpreted
- ALL State Reporting Support from Exceptional Student Services (Table 8A, PIMS Data, End of Year Reporting)
- Special Education, Potential Child Find, 504, EL, Gifted, Related Services, Alternative Data Provided Monthly
- Special Education, Potential Child Find, 504, EL, Gifted, Related Services, Alternative Data Interpreted and Monitored Action Plan Support Provided
- Training of New Special Education Leaders
- Training of New Special Education Teachers
- Training of 504 Representatives
- Training of EL Teachers
- Training and support for Gifted Teachers (Gifted falls under Special Education)
- Interim Special Education Manager (when the lead special education manager is absent)
- Closed Captioning Services
- No Show Related Services Tracking
- Related Services and Contracts
- Related Service Provider access to Connexus (this is because POBL would need access to these providers' credentials)
- Research and Relationship Initiation with Related Service Providers
- All costs and responsibilities associated with due process claims, OCR complaints and any other form of litigation arising or related to the delivery of Special Education Services, including Related Services, Child Find, etc.

Reach Cyber Charter School 2018-2019 Budget Notes

Overall Comments

1. The budget reflects a funded enrollment of 2,800 students generating total revenue of approximately \$36.1 million from all state and federal funding sources.
2. To provide better support for the fact that federal funds are supplementing the school's educational program and not supplanting it, expenditures are budgeted by fund source. The biggest impact involves the approach to staffing, which will be discussed later.
3. Total funding from all sources on a per pupil basis is budgeted at approximately \$12,900.
4. The budget assumes the shifting of responsibility of special education program oversight from Connections to the School. Connections' special education administrative charges have been removed from the budget and the related hiring of additional special education administrative staff at the school have been appropriately incorporated.

Enrollment and Grade Distribution

1. Enrollment for the year is expected to average 2,836 students with 1,123 students enrolled in grades K-5 and 1,713 students enrolled in grades 6-12, which is budgeted for the 18-19 school year.
2. To achieve this level of enrollment, the school is expected to enroll a total of 4,323 students throughout the school year. As measured in the monthly school report, this translates into a "turnover and mid-year start" factor of 54%.
3. The grade distribution is budgeted to comprise 39.6% of students in grades K-5, 60.4% in grades 6-12.
4. The percentage of students expected to receive special education services is budgeted at 19%.

Revenue

1. The base per pupil funding rate paid by districts is assumed to be \$10,120 for a general education student (this represents a weighted average district rate that reflects the school's student mix). For those students who receive special education resources, the per pupil funding is projected at \$24,406.
2. The budget includes \$1,170,000 in funding from the Federal Title Fund program. This consists of \$866,000 for Title I (low income, disadvantaged students), \$102,000 for Title II (professional development), \$192,000 for IDEA-B (special education) and \$10,000 in Title IV funding. The use of these funds is restricted, but the budget uses the money in an appropriate manner, primarily for teacher compensation and other resources targeted at these populations.

Staffing

1. It is hoped that staffing decisions will be based upon the assumptions in this model, thus providing school management with an objective guide throughout the year in which to make hiring decisions. This model offers guidance on student-teacher ratios for different grade levels, use of federal grants in funding some of the teachers, and administrative staff structure.
2. The Staffing Model in this budget presents the number of teachers funded by federal funds separately from the number of teachers funded by the general state fund. This form of budgeting by fund provides better support for the fact that federal funds are supplementing the school's educational program and not supplanting it. The budget assumes federal funds will be used to support the employment of 18 teachers.
3. The proposed combined student-teacher ratios are as follows:
 - a. 35:1 for K-5
 - b. 30:1 for 6-12
 - c. 18:1 for special ed
 - d. 500:1 for Elective Teachers
 - e. 250:1 for Intervention Specialists
 - f. 115:1 for secondary advisory teachers

The resulting overall student-teacher ratio is projected at 18:1.

4. If budgeted enrollment levels are achieved, then the teaching and instructional support staff will be comprised of approximately 32 FTE (full-time equivalent) elementary teachers, 57 secondary teachers, 32.5 special education teachers, 2 ELL teacher, 3 Gifted Teachers, 3.5 elective teachers, 11 interventionists, 2 social workers, 1 related services coordinator, 1 special ed coordinator, 1 state testing coordinator and 15 counselors/advisory teachers.
5. It is important to note that this staff accounts for all teaching responsibilities, including electives. If the school needs to find another resource to teach any electives, then the teacher allocation will need to be adjusted downward accordingly.
6. For budgeting purposes only, all returning teachers were assumed to be eligible to receive a 3% merit increase and earn their maximum incentive award. The actual merit increase and incentive award to each individual would be driven by a performance evaluation, based upon the objectives approved by the Board. Returning teachers will be eligible to pursue career ladder positions that would carry additional compensation.
7. The administrative team will consist of 1 school leader, 1 lead principal, 3 principals, 4 assistant principals, 1 special education director, 1 special education assistant director, 1 director of counseling, 1 manager of counseling services, 1 coordinator of counseling, 1 STEM coordinator, 1 business manager, 1 manager of family services, 1 manager of social outreach/marketing coordinator, 11 administrative assistants, 2 school psychologists, 1 attendance coordinator and 2 school nurses, for a total administrative staff of 34 employees.
8. For budgeting purposes only, all administrative staff is shown to be eligible to receive a 3% merit increase and earning the maximum incentive award. The actual merit increase and incentive award will be made at the Board's direction and will be performance-weighted.

Benefits

1. The rate charged to the school for the provision of benefits is 22%. Pension expense has been budgeted at 5%, and payroll taxes will be charged back to the school at cost. Benefits, pension and taxes are estimated to represent approximately 36% of wages.

Products and Services

1. The charge to the school for products and services is included in the products and services fee as outlined in the schedule of fees.
2. The charge to the school for the provision of student technology is included in the student technology assistance services fee as outlined in the schedule of fees.
3. The charge to the school for the special education program support services is included in the special education program support services fee as outlined in the schedule of fees.
4. The Monthly Fees for "Enrollment/Placement/Student Support Services" and "School Business Support Services" will be assessed in this second school year.

Other Non-Payroll Related Expenses

1. The charge from Connections to support the teaching of certain courses (primarily German, Latin, and Chinese) is \$1.90, an increase from \$1.53 in 17-18, per student day enrolled in one of the courses supported by a Connections staff member. No expense is budgeted here as the full instructional cost is shown in staff salaries. If the school utilizes this resource, its staff allocation will be adjusted accordingly.
2. In order to assist schools with extended teacher absences, such as maternity leave, Connections is planning on hiring some teaching resources. The charge to a school that utilizes one of these teachers will be \$300 per day. Although this rate is higher than what is typical in the traditional school system, these teachers will be trained in Connections' program and the operation of Connexus[®], its EMS (education management system). The school is under no obligation to utilize this resource and is free to determine the best way to fill any temporary absence.
3. Student Testing and Assessment expenses of \$325,000 have been budgeted.
4. Office Rent and Utilities expense is budgeted at \$285,262. This includes the rent costs of the expansion and the build out, furniture and tech costs.
5. \$120,000 is included in the budget for Travel and Conferences, as well as \$7,000 for Travel attributed to the School Nurse position.
6. Staff Training and Professional Development is budget at \$124,250. This is to allow staff members to participate in professional development workshops. \$25,000 of the professional development opportunities will be funded with the Title II grant.
7. \$70,000 has been included in the budget for Extracurricular Activities.
8. \$170,000 is included for Accounting Services, and \$16,000 for External Audit; and Legal expense is budgeted at \$30,000.
9. In order to encourage participation by Board members in school activities, including attendance at state and national charter school conferences, \$20,000 has been included in the budget.

REACH CYBER CHARTER SCHOOL 2018-2019 Budget

Revenue and Expense Statement

	2018-2019 M&O Budget	2018-2019 Title I Budget	2018-2019 Title II Budget	2018-2019 IDEA-B Budget	2018-2019 Title IV Budget	2018-2019 Combined Budget	2017-2018 Combined Forecast
Average Enrolled Students	2,836					2,836	2,031
Funded Enrollment	2,800					2,800	1,997
Revenue							
Regular Ed Funding	23,635,006					23,635,006	16,855,304
Special Ed Funding	11,334,551					11,334,551	8,083,308
Subtotal	34,969,558	-	-	-		34,969,558	24,938,612
Title I	-	866,000				866,000	617,265
Title II-A	-		102,000			102,000	72,867
Title IV	-				10,000	10,000	10,000
Title VI - IDEA B	-			192,000		192,000	137,095
Miscellaneous Income	-					-	320
Subtotal	-	866,000	102,000	192,000	10,000	1,170,000	837,547
Total Revenue	34,969,558	866,000	102,000	192,000	10,000	36,139,558	25,776,159
Compensation Expense							
Salaries - Administration	2,348,818					2,348,818	1,066,243
Benefits - Administration	516,740					516,740	230,954
Pension - Administration	117,441					117,441	52,159
Taxes - Administration	211,394					211,394	84,075
Subtotal Administration	3,194,393	-	-	-	-	3,194,393	1,433,432
Salaries - Teachers	7,251,018	614,184	54,610	136,170		8,055,982	4,385,556
Benefits - Teachers	1,595,224	135,121	12,014	29,957		1,772,316	971,538
Pension - Teachers	322,303	61,418	5,461	13,617		402,799	209,577
Taxes - Teachers	652,592	55,277	4,915	12,255		725,038	404,407
Subtotal Instructional Staff	9,821,136	866,000	77,000	192,000	-	10,956,136	5,971,079
Total Compensation Expense	13,015,529	866,000	77,000	192,000	-	14,150,529	7,404,511
Connections Products and Services							
Curriculum and Instructional Support Services	5,155,704					5,155,704	3,785,620
Student Connexus License	1,786,877					1,786,877	1,316,630
Student Technology Assistance Services	3,337,336					3,337,336	2,446,567
Enrollment/Placement/Student Support Services	3,035,310					3,035,310	2,220,120
School Operations Support Services	1,659,243					1,659,243	1,222,585
School Business Support Services	408,429					408,429	300,944
Special Ed Program Support Services	-					-	1,268,250
Professional Development Services	220,833					220,833	127,000
School Staff Support Services/Human Resources support	839,164					839,164	482,600
Facilities Support Services	25,000					25,000	25,000
Short term substitute teachers	-					-	13,950
Direct Course Instruction Support	-					-	73,125
Total Connections Products and Services Fees	16,467,896	-	-	-	-	16,467,896	13,282,391

REACH CYBER CHARTER SCHOOL 2018-2019 Budget

Revenue and Expense Statement

	2018-2019 M&O Budget	2018-2019 Title I Budget	2018-2019 Title II Budget	2018-2019 IDEA-B Budget	2018-2019 Title IV Budget	2018-2019 Combined Budget	2017-2018 Combined Forecast
<u>Pass - Through Expenses</u>							
Office Supplies	64,000					64,000	46,000
Copiers/Reproduction	14,000					14,000	10,000
Office Postage	18,000					18,000	13,000
Student Testing & Assessment	325,000					325,000	205,275
Staff Recruiting/Background Checks	45,000					45,000	25,000
Staff Training/Prof. Dvlpmnt.	90,000		25,000		9,250	124,250	84,500
Travel and Conferences	120,000					120,000	78,000
Travel - School Nurse	7,000					7,000	5,000
Maintenance & Repair	28,000					28,000	20,000
High Speed Internet	15,000					15,000	10,000
Telephone	3,000					3,000	2,000
Office Rent (including utilities)	285,262					285,262	174,598
Rent Operating Expense	21,120					21,120	-
Expensed Equipment	35,000					35,000	20,000
Charter School Initiatives (Board Designations)	250,000					250,000	-
Student Technology Support Stipend	740,000					740,000	530,000
Special Education Direct Services	768,000					768,000	550,000
Contracted Pupil Health Support	10,000					10,000	10,000
Team Building	20,000					20,000	46
STEM Programmatic Expenses	226,000					226,000	149,000
Extracurricular Activities	70,000					70,000	42,500
Total Pass-Through Expenses	3,154,382	-	25,000	-	9,250	3,188,632	1,974,920
<u>Other School Expenses</u>							
Banking Fees	3,000					3,000	2,650
External Audit	16,000					16,000	15,000
Dues	9,000				750	9,750	7,256
D&O Insurance	4,000					4,000	2,269
Liability Insurance (special ed, etc.)	100,000					100,000	-
Legal Services	30,000					30,000	20,000
Board Related Expense	20,000					20,000	20,000
Graduation Expense	35,000					35,000	-
Student Activities	2,000					2,000	2,828
Other School Expense	9,000					9,000	8,500
Accounting Services	170,000					170,000	161,486
Total Other School Expenses	398,000	-	-	-	750	398,750	239,989
<u>Adjustments and Credits</u>							
Deficit Protection Credit	-					-	-
Total Adjustments and Credits	-	-	-	-	-	-	-
Total Program Expenses Before Depreciation	33,035,807	866,000	102,000	192,000	10,000	34,205,807	22,901,810
Capital Outlay	135,000					135,000	142,318
Total Program Expenses Including Depreciation	33,170,807	866,000	102,000	192,000	10,000	34,340,807	23,044,128
Net	1,798,751	-	-	-	-	1,798,751	2,732,030
Beginning fund balance	4,791,928					4,791,928	2,059,897
Ending fund balance	6,590,679	-	-	-	-	6,590,679	4,791,928

REACH CYBER CHARTER SCHOOL 2018-2019 Budget

Enrollment and Revenue

School Days 180

Average Daily Membership (ADM)				
	Grade	Total	Grade Mix	Funded
	K	231	8.2%	228
	1	133	4.7%	131
	2	151	5.3%	149
	3	167	5.9%	165
	4	229	8.1%	226
	5	212	7.5%	210
	6	275	9.7%	271
	7	363	12.8%	358
	8	360	12.7%	356
	9	409	14.4%	404
	10	154	5.4%	152
	11	77	2.7%	76
	12	76	2.7%	75
Total		2,836	100.0%	2,800

Special Ed Population 17%

Revenue Source	Annual Base Rate	Enrollment		Budgeted Revenue
Regular Ed Funding	\$10,120	2,336		23,635,006
Special Ed Funding	\$24,406	464		11,334,551
Title I	\$309	2,800		866,000
Title II	\$36	2,800		102,000
IDEA-B	\$69	2,800		192,000
Title IV	\$5	2,800		10,000
E-Rate	\$0			1,427
Interest	\$0			-
Total Revenue				36,140,985

REACH CYBER CHARTER SCHOOL 2018 - 2019 Budget

Title IDEA Funding

	Title I	Title II	IDEA - B	Title IV
Funding	866,000	102,000	192,000	10,000
Expenses				
Office Supplies				
Professional Development		25,000		9,250
Summer School				
Tutoring				
Consumable Materials				
Dues				750
Technological Devices				
Student Activities				
Career Ladder				
Travel (Family Engagement Activities)				
Other				-
Instructional Staff	866,000	77,000	192,000	
Admin Staff	-	-	-	
Total Expenses	866,000	102,000	192,000	10,000

Left to Spend

- - - -

Title I							
New Salaries							
Teachers	FTE	Salary	Bonus	Benefits	Pension	Taxes	Total
Elementary Teachers (K-5)	5.6	245,384	-	53,985	24,538	22,085	345,992
Secondary Teachers (6-12)	6.0	270,000	-	59,400	27,000	24,300	380,700
Advisory Teacher/Counselors	2.0	98,800	-	21,736	9,880	8,892	139,308
	11.6	614,184	-	135,121	61,418	55,277	866,000
Title II							
Average 18-19 Salaries							
Teachers	FTE	Salary	Bonus	Benefits	Pension	Taxes	Total
Elementary Teachers (K-5)	1.3	54,610	-	12,014	5,461	4,915	77,000
	1.3	54,610	-	12,014	5,461	4,915	77,000
IDEA-B							
Average 18-19 Salaries							
Teachers	FTE	Salary	Bonus	Benefits	Pension	Taxes	Total
ELL Teachers	0.9	42,970	-	9,453	4,297	3,867	60,588
Special Ed Teachers	2.0	93,200	-	20,504	9,320	8,388	131,412
	2.9	136,170	-	29,957	13,617	12,255	192,000

Average 18-19 Salaries							
Teachers	FTE	Salary	Bonus	Benefits	Pension	Taxes	Total
Elementary Teachers (K-5)	6.9	299,994	-	65,999	29,999	26,999	422,992
Secondary Teachers (6-12)	6.0	270,000	-	59,400	27,000	24,300	380,700
ELL Teachers	0.9	42,970	-	9,453	4,297	3,867	60,588
Special Ed Teachers	2.0	93,200	-	20,504	9,320	8,388	131,412
Advisory Teacher/Counselors	2.0	98,800	-	21,736	9,880	8,892	139,308
	17.8	804,965	-	177,092	80,496	72,447	1,135,000

REACH CYBER CHARTER SCHOOL 2018-2019 Budget
Staffing Model

Enrollment Plan	
Kindergarten	231
First	133
Second	151
Third	167
Fourth	229
Fifth	212
Sixth	275
Seventh	363
Eighth	360
Ninth	409
Tenth	154
Eleventh	77
Twelfth	76
Average Enrollment	2,836
Funded Enrollment	2,800
ADM to Funded Ratio	101.3%

Total Population		
Elementary (K-5)	1,123	40%
Secondary (6-12)	1,713	60%
Total Regular FTE	2,836	

Special Population			
Category	%	Factor	Total FTE
IEP	18%	100%	522
IEP - Alt Asses.	100%		17
504	2%	33%	20
Gifted	2%	0%	0
ELL	1%	0%	0
Total	19%		559

Peak Enrollment	
Peak Enrollment	2,986
Adm to Peak %	95.0%
Peak Enrollment Month	April

Base Rate for New	
Reach - Harrisburg	37,000
Reach - Philadelphia	37,000
Reach - Pittsburgh	37,000
Reach - Wilkes-Barr	37,000
Reach - Allentown	37,000

New Staff - Salary Adjustment	
Avg- Existing	45,828
Adj. - New Staff	

Prior Year iNaCA FTE	
FTE	0.0

Compensation Metrics		
Merit		
Teachers	3.0%	208,825
Admin	3.0%	84,104
Total Merit (Incl. Benefits & Taxes)		292,928
Bonus for Returning		204,745
Career Ladder Points	70	
Career Ladder Point %	4.0%	132,222
Summer Support (# of FTE)	3	19,200
Summer Instruction	8	73,325
Other Comp Adj.		12,000
Total Other Compensation		441,492

	Ratios			Staffing					Base Compensation		Salaries, Benefits and Taxes			
	18-19		18-19 Combined	18-19		18-19		New	Average 17-18 Salaries	Average 18-19 Salaries	18-19		Total Grant 18-19 Salaries	Total Combined 18-19 Salaries
	General	Fund		General	Fund	Grant	Combined				General	18-19		
Instructional Staff														
Elementary Teachers (K-5)	35	45	35	21.0	25.2	6.9	32.1	11.1	43,600	44,908	1,140,934	299,994	1,440,928	
Secondary Teachers (6-12)	30	34	30	46.0	51.1	6.0	57.1	11.1	45,000	46,350	2,377,040	270,000	2,647,040	
ELL Teachers				2.0	1.1	0.9	2.0	0.0	46,000	47,380	51,790	42,970	94,760	
Gifted Teacher				3.0	3.0	0.0	3.0	0.0	45,000	46,350	139,050	-	139,050	
Adjuncts				0.0	0.0	0.0	0.0	0.0	27,000	27,000	-	-	-	
Special Ed Teachers	18	18	18	23.0	30.4	2.0	32.4	9.4	46,600	47,998	1,463,360	93,200	1,556,560	
Elective Teachers		500	500	0.0	3.4	0.0	3.4	3.4	46,250	47,638	163,234	-	163,234	
Intervention Specialists		250	250	6.0	11.3	0.0	11.3	5.3	46,000	47,380	537,538	-	537,538	
Social Worker				1.0	2.0	0.0	2.0	1.0	55,000	56,650	113,300	-	113,300	
Related Services Coordinator				0.0	1.0	0.0	1.0	1.0	50,500	52,015	52,015	-	52,015	
Special Ed Coordinator (504)				0.0	1.0	0.0	1.0	1.0	50,500	52,015	52,015	-	52,015	
State Testing Coordinator				1.0	1.0	0.0	1.0	0.0	58,252	60,000	60,000	-	60,000	
Advisory Teacher/Counselors	250	133	115	9.0	12.9	2.0	14.9	5.9	49,400	50,882	659,251	98,800	758,051	
Subtotal Instructional Staff				112.0	143.5	17.8	161.3	49.3	45,833	47,208	6,809,525	804,965	7,614,490	
Student/Teacher Ratio		20	18											
Other Compensation											441,492	-	441,492	
Subtotal Instructional Wages											7,251,018	804,965	8,055,982	
Benefits				22%	22%						1,595,224	177,092	1,772,316	
Pension				5%	5%						322,302.66	80,496	402,799	
Taxes				9%	9%						652,591.60	72,447	725,038	
Total Instructional Expense											9,821,136	1,135,000	10,956,136	
Administration														
School Executive Director/CEO			1.0	1.0	1.0	0.0	1.0	0.0						
Lead Principal			1.0	0.0	1.0	0.0	1.0	1.0						
Principal (K-5)			1.0	0.0	1.0	0.0	1.0	1.0						
Principal (6-8)			1.0	0.0	1.0	0.0	1.0	1.0						
Principal (9-12)			1.0	0.0	1.0	0.0	1.0	1.0						
Assistant Principal	700	700	700	4.0	4.0	0.0	4.0	0.0						
Director of Special Ed			1.0	0.0	1.0	0.0	1.0	1.0						
Assistant Director of Special Ed			2.0	0.0	2.0	0.0	2.0	2.0						
Administrative Assistant	350	250	250	10.0	11.0	0.0	11.0	1.0						
Director of Counseling			1.0	0.0	1.0	0.0	1.0	1.0						
Manager of Counseling			1.0	1.0	1.0	0.0	1.0	0.0						
Coordinator of Counseling			1.0	1.0	1.0	0.0	1.0	0.0						
STEM Education Manager			1.0	1.0	1.0	0.0	1.0	0.0						
Business Manager			1.0	1.0	1.0	0.0	1.0	0.0						
Manager of Family Services			1.0	0.0	1.0	0.0	1.0	1.0						
Social Outreach and Marketing Coordinator			1.0	1.0	1.0	0.0	1.0	0.0						
School Nurse			2.0	2.0	2.0	0.0	2.0	0.0						
School Psychologist			2.0	0.0	2.0	0.0	2.0	2.0						
Attendance Coordinator			1.0	1.0	1.0	0.0	1.0	0.0						
Subtotal Administration				23.0	35.0	0.0	35.0	12.0			2,143,840	-	2,143,840	
Total Staff				135.0	178.5	17.8	196.3	61.3						
Bonus Pool											204,978	-	204,978	
Subtotal Administrative Wages											2,348,818	-	2,348,818	
Benefits				22%	22%						516,740	-	516,740	
Pension				5%	5%						117,441	-	117,441	
Taxes				9%	9%						211,394	-	211,394	
Total Administrative Expense											3,194,393	-	3,194,393	
Total Compensation Expense											13,015,529	1,135,000	14,150,529	

REACH Connections Academy 2018-2019 Budget

Connections Charges

Connections Charges Forecast

Turn Over Ratio 54.0%
TE eligible for District billing 99%

Connections Products and Services

Description	Enrollment/			Projected
	Rate	Unit	Months	
Curriculum and Instructional Support Services - Upfront	\$425	4,323		1,837,219
Curriculum and Instructional Support Services - Monthly	\$130	2,836	9	3,318,485
Student Connexus License	\$70	2,836	9	1,786,877
Student Technology Assistance Services - Upfront	\$400	4,323		1,729,147
Student Technology Assistance Services - Monthly	\$63	2,836	9	1,608,189
Enrollment/Placement/Student Support Services - Upfront	\$525	4,323		2,269,506
Enrollment/Placement/Student Support Services - Monthly	\$30	2,836	9	765,804
School Operations Support Services	\$65	2,836	9	1,659,243
School Business Support Services	\$16	2,836	9	408,429
Special Ed Administrative Services	\$0	522	9	-
Professional Development Services	\$125	196	9	220,833
School Staff Support Services	\$475	196	9	839,164
Direct Course Instruction Service	\$1.90	0		-
Short Term Sub Teachig Services	\$300	0		-
Facilities Support Services	\$25,000	1		25,000
Total Connections Products and Services				16,467,896

REACH CYBER CHARTER SCHOOL 2018 - 2019 Budget

Reach Cyber Charter School of Pennsylvania LLC

Fee Schedule

Fee	Factor	Description
Upfront Fees		
Curriculum and Instructional Support Services	\$425	Charged per student at time student becomes eligible for billing to districts/state
Enrollment/Placement/Student Support Services	\$525	Charged per student at time student becomes eligible for billing to districts/state
Student Technology Assistance Services	\$400	Charged per student at time student becomes eligible for billing to districts/state

Monthly Fees		
Curriculum and Instructional Support Services	\$130	Charged per each student enrolled (Stage 4) at the end of the month - maximum of 9 months for a full school year ¹
Student Connexus License	\$70	Charged per each student enrolled (Stage 4) at the end of the month - maximum of 9 months for a full school year ¹
Student Technology Assistance Services	\$63	Charged per each student enrolled (Stage 4) at the end of the month - maximum of 9 months for a full school year ¹
Enrollment/Placement/Student Support Services ¹	\$30	Charged per each student enrolled (Stage 4) at the end of the month - maximum of 9 months for a full school year ¹
School Operations Support Services	\$65	Charged per each student enrolled (Stage 4) at the end of the month - maximum of 9 months for a full school year ¹
School Business Support Services ¹	\$16	Charged per each student enrolled (Stage 4) at the end of the month - maximum of 9 months for a full school year ¹
Special Ed Administration Services	\$0	Charged per each student enrolled (Stage 4) at the end of the month - maximum of 9 months for a full school year ¹
Professional Development Services	\$125	Charged monthly for each employee employed at the end of the month - maximum of 9 months for a full school year ¹
School Staff Support Services	\$475	Charged monthly for each employee employed at the end of the month - maximum of 9 months for a full school year ¹
Direct Course Instruction Support	1.90	Charged per student day; based on enrollment at a point in time each month in an iNaCA supported course
Short Term Substitute Teaching Services	300.00	Charged per day if service is provided by a teacher employed by International Connections Academy (iNaCA)
Employee Benefits	0.00%	per actual gross wages and bonus accrual for administration and teacher

¹ The Monthly Fees for "Enrollment/Placement/Students Support Services" and "School Business Support Services" are waived in their entirety for the first year of operation
 * measured on 9/30, 10/31, 11/30, 12/31, 1/31, 2/28, 3/31, 4/30, 5/31 (or last day of traditional school year, if earlier)

Fixed Fee Services		
Facilities Support Services	\$25,000	Charged per Location

END OF FEE SCHEDULE

If the Board of Trustees requests Connections to act as a pay agent for other products or services, Connections will be reimbursed at cost (i.e., with no markup or profit added). Examples would include:

- Office Supplies and Postage
- Copiers/Reproduction
- Student Technology Support Stipend Payment Reimbursement
- Student Testing and Assessment
- Staff Recruiting
- Staff Training/Professional Development
- Travel and Conferences
- Maintenance and Repair
- High Speed Internet, Phone, Facility Operating Expense
- Office Rent
- Other School Operating Expenses Shown in the Budget

Note: Items under Student Technology Assistance Services and Curriculum and Instructional Support Services are provided to the school and its students for use during the school year. They remain the property of Connections Academy of Pennsylvania and/or its vendors.



**REACH CYBER
CHARTER
SCHOOL**

A Pennsylvania Connections Academy

PARENT SATISFACTION SURVEY

2017-18 ▶ EXECUTIVE BOARD SUMMARY

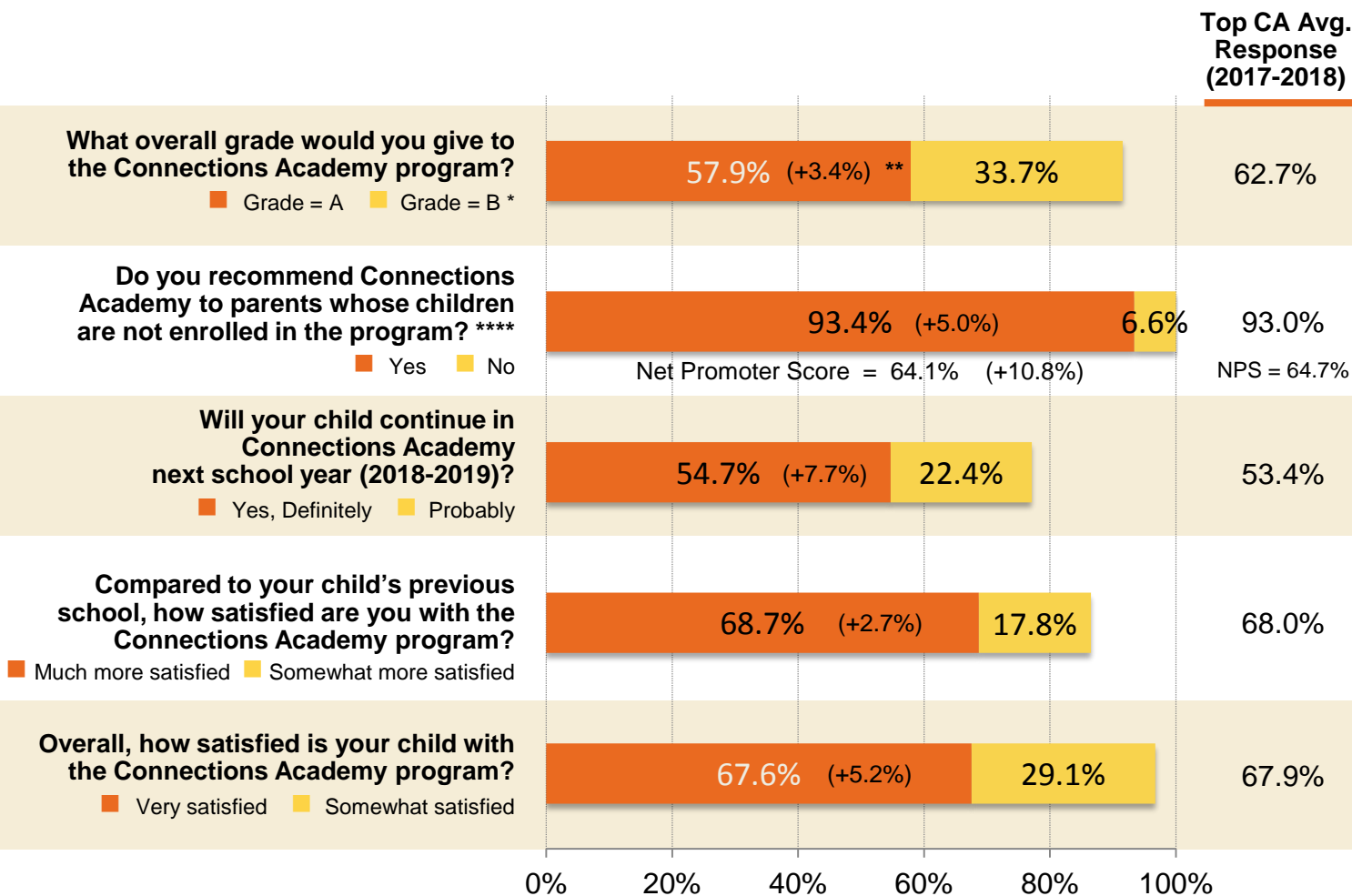


Parent Satisfaction Survey 2017–2018

Executive Summary



Satisfaction with the Connections Academy Program



* First two response options.

** Percentage point change from 16-17 to 17-18, e.g., 20.0% to 21.5% = +1.5%.

*** White figures indicate a top score lower than the Connections Academy average.

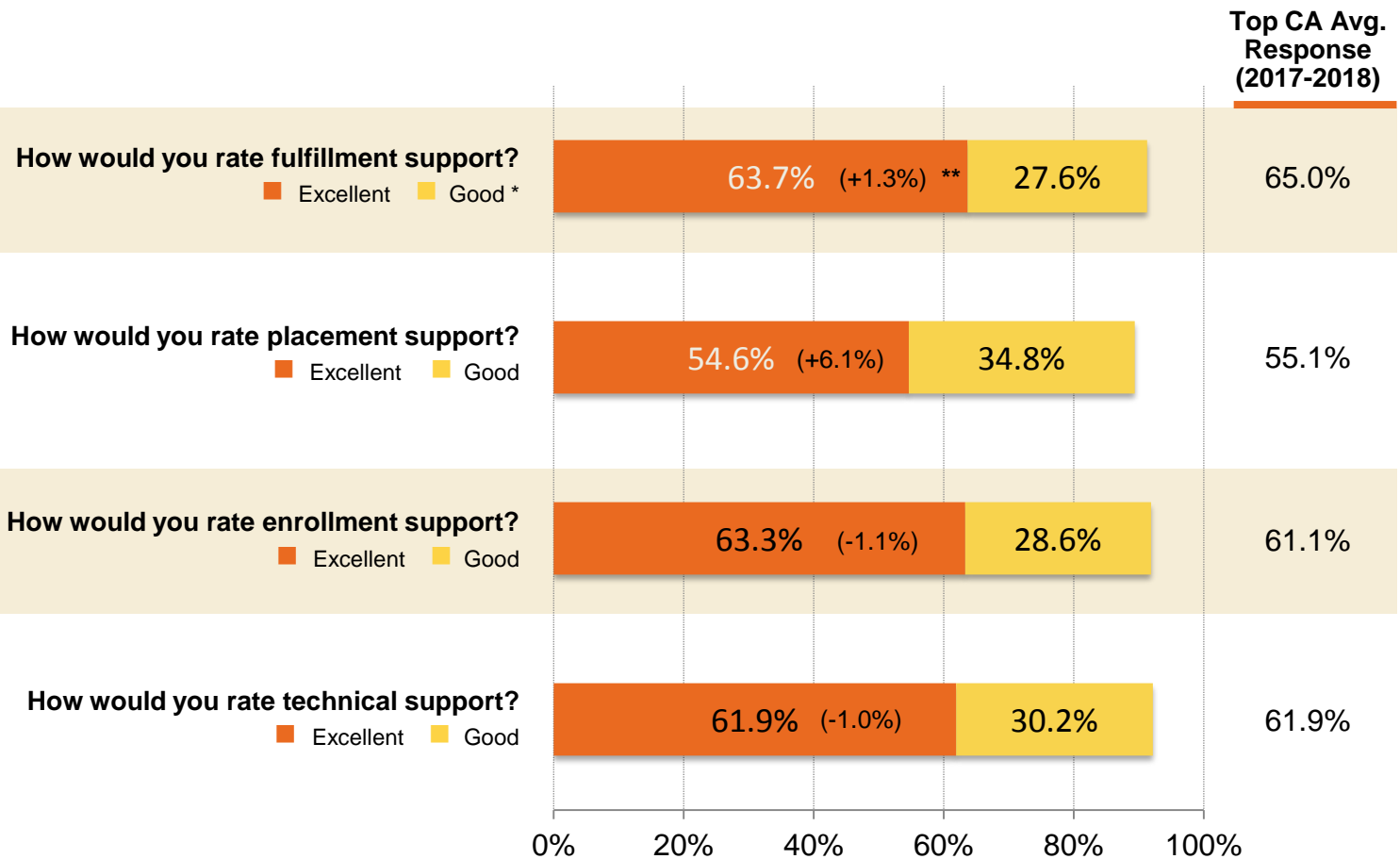
**** Survey rating: Yes = 6 to 10; No = 0 to 5; Net Promoter Score (NPS) = (10 + 9) - (6 to 0)

Parent Satisfaction Survey 2017–2018

Executive Summary



Support



* First two response options.

** Percentage point change from 16-17 to 17-18, e.g., 20.0% to 21.5% = +1.5%.

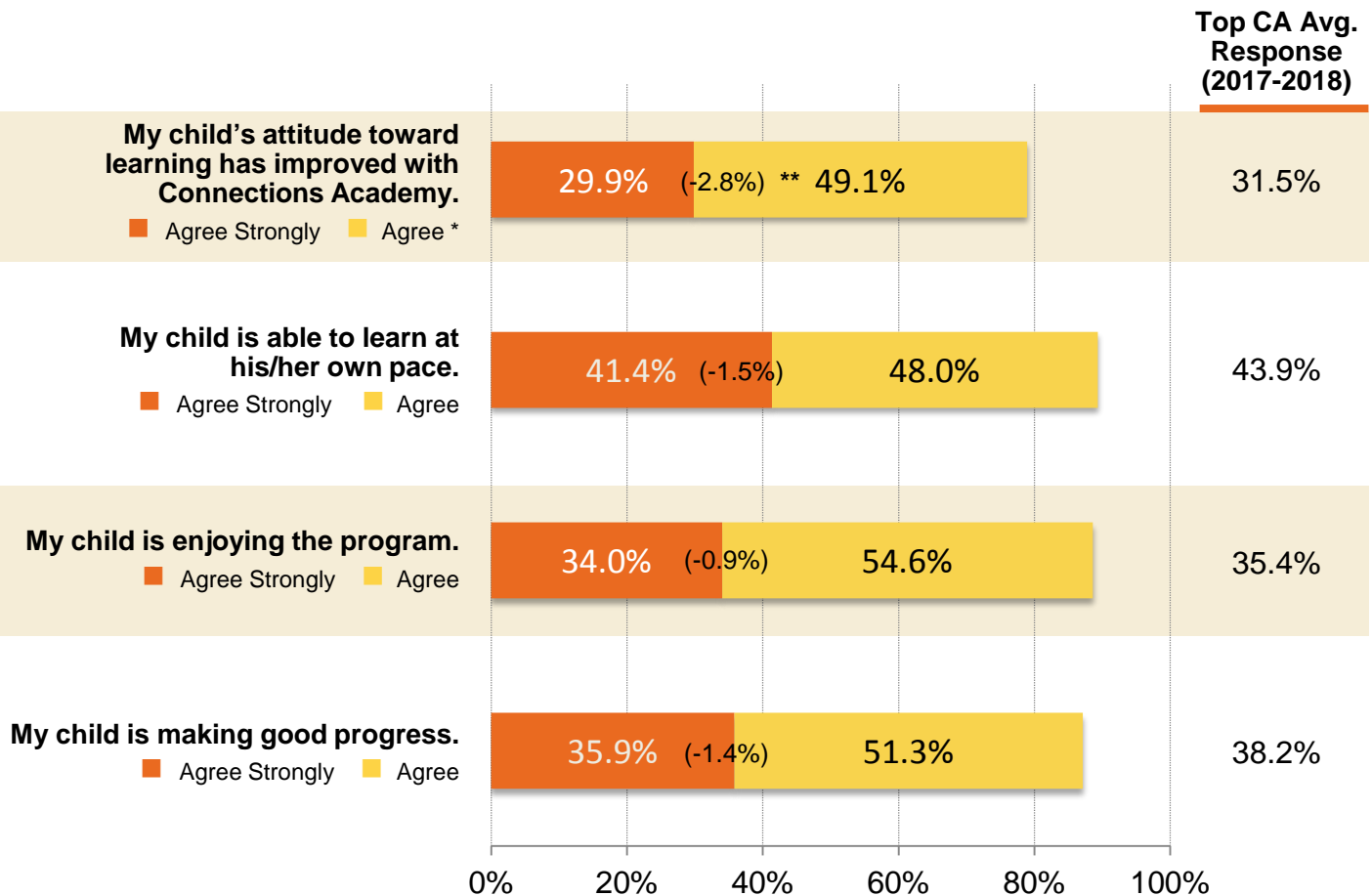
*** White figures indicate a top score lower than the Connections Academy average.

Parent Satisfaction Survey 2017–2018

Executive Summary



Academic and Emotional Success



* First two response options.

** Percentage point change from 16-17 to 17-18, e.g., 20.0% to 21.5% = +1.5%.

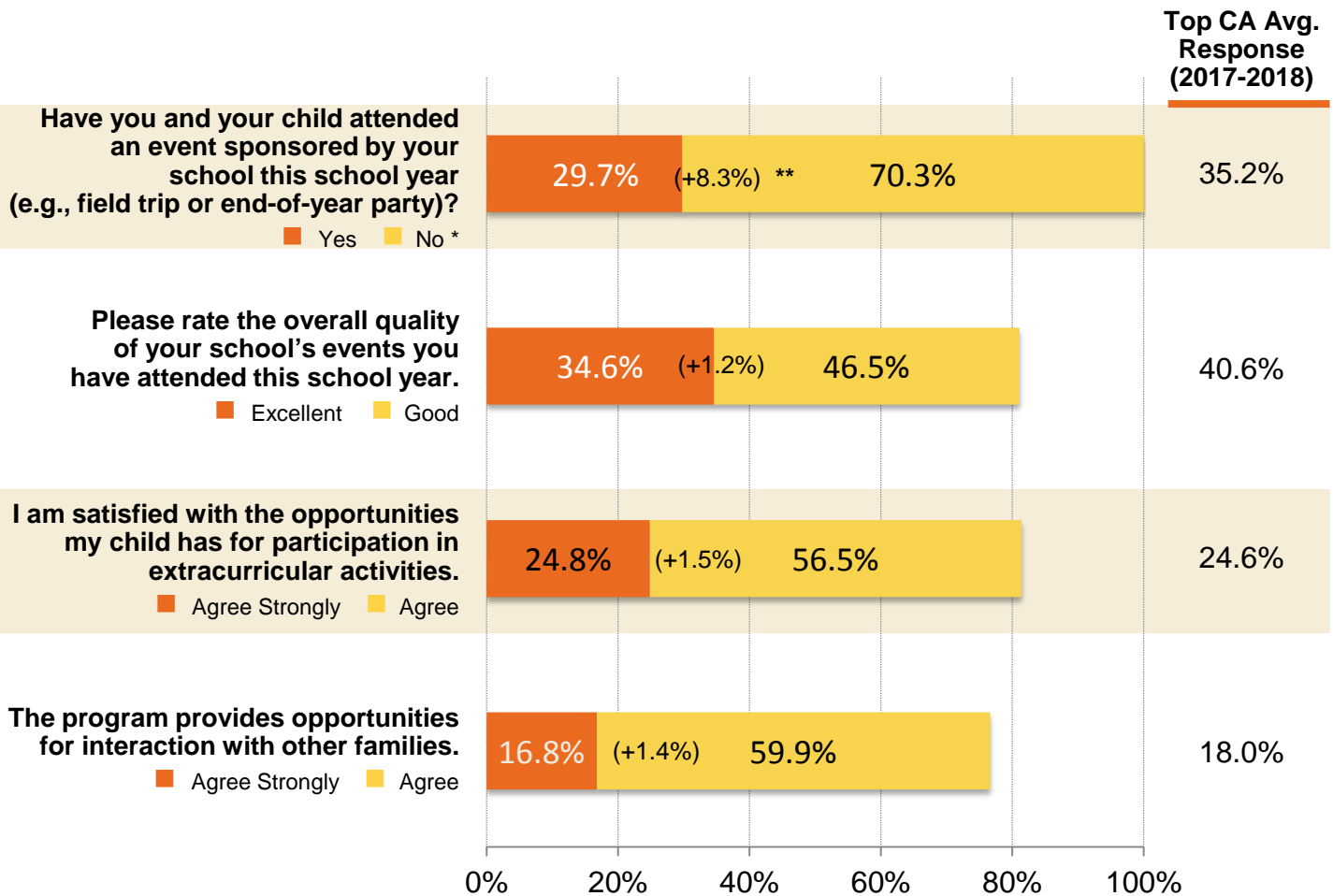
*** White figures indicate a top score lower than the Connections Academy average.

Parent Satisfaction Survey 2017–2018

Executive Summary



Socialization and Interaction



* First two response options.

** Percentage point change from 16-17 to 17-18, e.g., 20.0% to 21.5% = +1.5%.

*** White figures indicate a top score lower than the Connections Academy average.

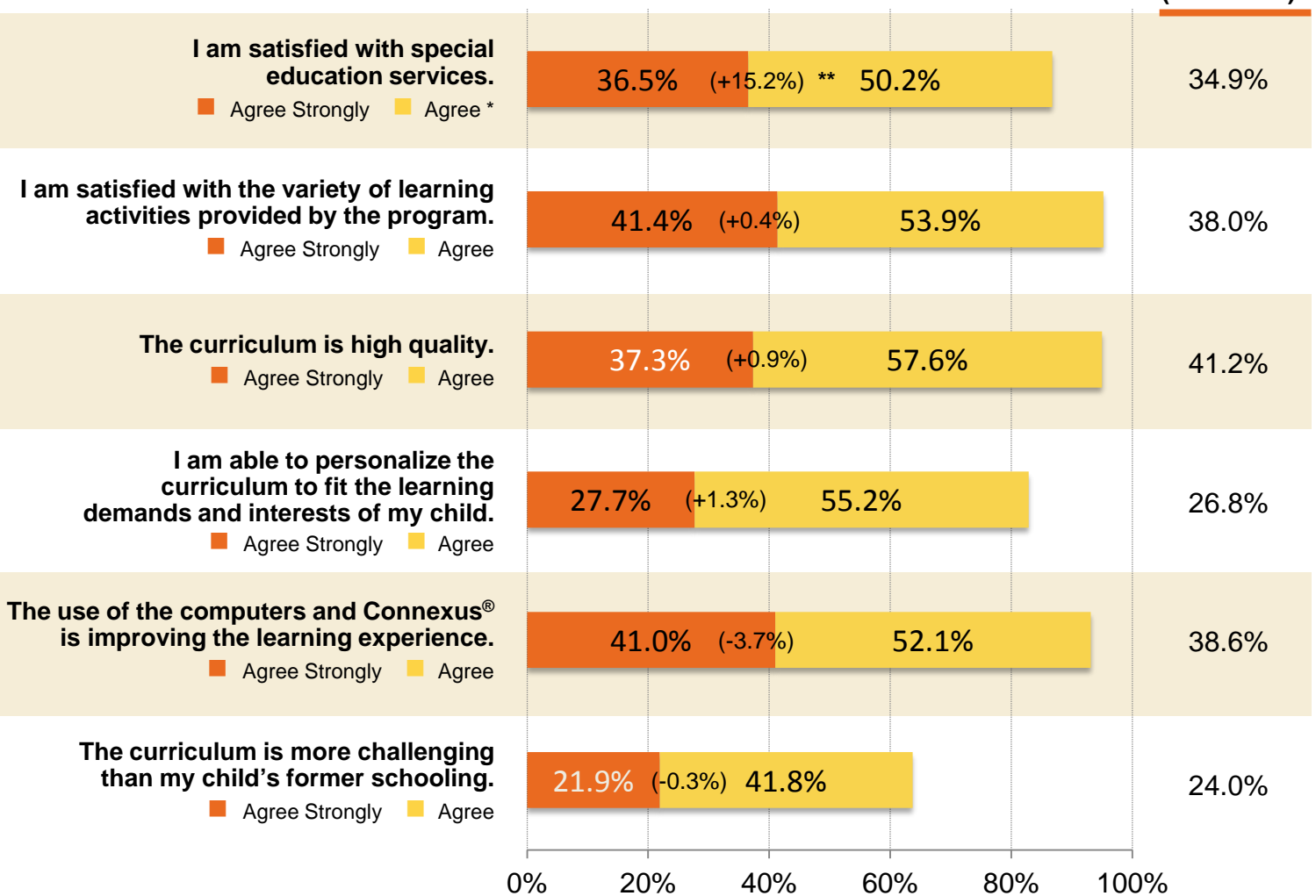
Parent Satisfaction Survey 2017–2018

Executive Summary



Academic Experience

Top CA Avg. Response (2017-2018)



* First two response options.

** Percentage point change from 16-17 to 17-18, e.g., 20.0% to 21.5% = +1.5%.

*** White figures indicate a top score lower than the Connections Academy average.

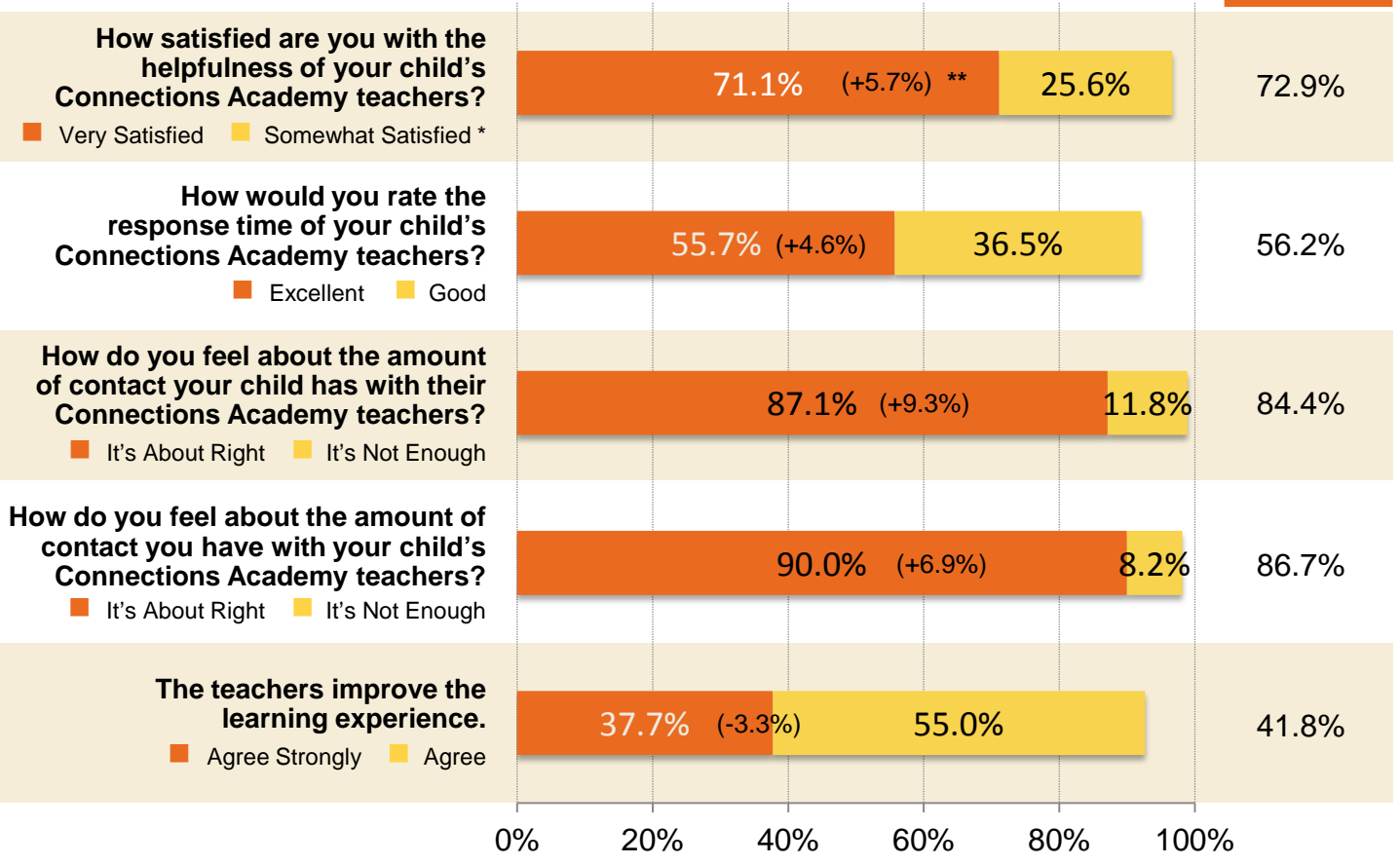
Parent Satisfaction Survey 2017–2018

Executive Summary



Teacher Availability and Performance

Top CA Avg. Response (2017-2018)



* First two response options.

** Percentage point change from 16-17 to 17-18, e.g., 20.0% to 21.5% = +1.5%.

*** White figures indicate a top score lower than the Connections Academy average.

Addendum: Comparison of Top Two Responses



	2017-18			2016-17			CA TOTAL 2017-18			
	Top Response	2nd Response	Sum of top two Responses	Top Response	2nd Response	Sum of top two Responses	Top Response	2nd Response	Sum of top two Responses	
SATISFACTION WITH CONNECTIONS ACADEMY PROGRAM										
1-1	What Overall Grade Would You Give To The Connections Academy Program?	57.9%	33.7%	91.6%	54.5%	32.7%	87.2%	62.7%	28.2%	90.8%
1-2	Do You Recommend Connections Academy To Parents Whose Children Are Not Enrolled In The Program?	93.4%	6.6%		88.3%	11.7%		93.0%	7.0%	
1-3	Will Your Child Continue In Connections Academy Next School Year (2018-2019)?	54.7%	22.4%	77.1%	47.0%	23.7%	70.7%	53.4%	20.8%	74.2%
1-4	Compared To Your Child's Previous School, How Satisfied Are You With The Connections Academy Program?	68.7%	17.8%	86.5%	65.9%	16.4%	82.3%	68.0%	17.4%	85.4%
1-5	Overall, How Satisfied Is Your Child With The Connections Academy Program?	67.6%	29.1%	96.7%	62.4%	30.5%	92.9%	67.9%	27.0%	94.9%
SUPPORT										
2-1	How Would You Rate Fulfillment Support?	63.7%	27.6%	91.3%	62.4%	25.9%	88.2%	65.0%	27.6%	92.5%
2-2	How Would You Rate Placement Support?	54.6%	34.8%	89.4%	48.5%	33.6%	82.1%	55.1%	34.1%	89.2%
2-3	How Would You Rate Enrollment Support?	63.3%	28.6%	91.9%	64.3%	25.6%	89.9%	61.1%	30.0%	91.0%
2-4	How Would You Rate Technical Support?	61.9%	30.2%	92.2%	62.9%	24.4%	87.3%	61.9%	29.5%	91.4%
ACADEMIC AND EMOTIONAL SUCCESS										
3-1	My Child's Attitude Toward Learning Has Improved With Connections Academy.	29.9%	49.1%	78.9%	32.7%	43.6%	76.3%	31.5%	48.6%	80.1%
3-2	My Child Is Able To Learn At His/Her Own Pace.	41.4%	48.0%	89.4%	42.9%	45.1%	88.0%	43.9%	44.6%	88.5%
3-3	My Child Is Enjoying The Program.	34.0%	54.6%	88.6%	35.0%	49.6%	84.6%	35.4%	53.9%	89.3%
3-4	My Child Is Making Good Progress.	35.9%	51.3%	87.1%	37.2%	48.5%	85.7%	38.2%	51.2%	89.4%
SOCIALIZATION AND INTERACTION										
4-1	Have You And Your Child Attended An Event Sponsored By Your School This School Year?	29.7%	70.3%		21.4%	78.6%		35.2%	64.8%	
4-2	Please Rate The Overall Quality Of Your School's Events You Have Attended This School Year.	34.6%	46.5%	81.1%	33.3%	42.1%	75.4%	40.6%	45.2%	85.8%
4-3	I Am Satisfied With The Opportunities My Child Has For Participation In Extracurricular Activities.	24.8%	56.5%	81.4%	23.3%	55.6%	78.9%	24.6%	57.6%	82.2%
4-4	The Program Provides Opportunities For Interaction With Other Families.	16.8%	59.9%	76.6%	15.4%	59.4%	74.8%	18.0%	60.2%	78.2%
ACADEMIC EXPERIENCE										
5-1	I Am Satisfied With Special Education Services.	36.5%	50.2%	86.8%	21.3%	50.8%	72.1%	34.9%	48.2%	83.2%
5-2	I Am Satisfied With The Variety Of Learning Activities Provided By The Program.	41.4%	53.9%	95.2%	41.0%	52.6%	93.6%	38.0%	54.5%	92.5%
5-3	The Curriculum Is High Quality.	37.3%	57.6%	95.0%	36.5%	57.9%	94.4%	41.2%	53.5%	94.7%
5-4	I Am Able To Personalize The Curriculum To Fit The Learning Demands And Interests Of My Child.	27.7%	55.2%	82.9%	26.3%	49.6%	75.9%	26.8%	50.1%	76.9%
5-5	The Use Of The Computer And Connexus® Is Improving The Learning Experience.	41.0%	52.1%	93.1%	44.7%	48.1%	92.9%	38.6%	54.2%	92.8%
5-6	The Curriculum Is More Challenging Than My Child's Former Schooling (Public, Home, Other).	21.9%	41.8%	63.7%	22.3%	43.3%	65.5%	24.0%	40.8%	64.9%
TEACHER AVAILABILITY AND PERFORMANCE										
6-1	How Satisfied Are You With The Helpfulness Of Your Child's Connections Academy Teachers?	71.1%	25.6%	96.7%	65.4%	26.7%	92.1%	72.9%	23.1%	96.0%
6-2	How Would You Rate The Response Time Of Your Child's Connections Academy Teachers?	55.7%	36.5%	92.2%	51.1%	35.0%	86.1%	56.2%	34.1%	90.3%
6-3	How Do You Feel About The Amount Of Contact Your Child Has With Their Connections Academy Teachers?	87.1%	11.8%		77.8%	20.3%		84.4%	14.0%	
6-4	How Do You Feel About The Amount Of Contact You Have With Your Child's Connections Academy Teachers?	90.0%	8.2%		83.1%	14.3%		86.7%	11.5%	
6-5	The Teachers Improve The Learning Experience.	37.7%	55.0%	92.7%	41.0%	47.0%	88.0%	41.8%	51.0%	92.8%

CONNECTIONS ACADEMY SCHOOL LEADER COMPETENCIES

SCHOOL DEVELOPMENT & LEADERSHIP

SCHOOL CULTURE

1. Establishes the belief that all students can and must learn at relatively high levels of achievement.
2. Promotes collaboration, trust, learning, and high expectations.
3. Establishes a pattern of thinking and acting with the customer in mind.
4. Supports appropriate levels of work/life balance for all employees.

CREATES A COMMONLY OWNED VISION AND PLAN FOR SUCCESS

1. Creates and internalizes a vision for learning that is shared and supported by all stakeholders, and seeks to meet goals through creativity and innovation.
2. Sets clear direction for the school by creating written long- and short-term plans, with the input of stakeholders, to support the vision.
3. Monitors implementation of plans, and adjusts them based on new data while clearly communicating changes.
4. Develops clear measurements for each goal in the plan, and builds systematic strategies to ensure sustainability of change.
5. Supports the professional development of the staff as it relates to the mission, vision, and goals of the school, and holds the staff accountable for implementation.

HIGH PERFORMING LEADERSHIP TEAM

1. Hires the best people based on the level of expertise, leadership style, needs of the team, and certification needed for the school, and commits to the ongoing development of a high-performing leadership team. Creates a school organizational model/structure that best utilizes the skills of all employees for the betterment of the school, and continuously monitors and re-evaluates the structure.
2. Delegates responsibilities as necessary and appropriate, and monitors the successful implementation of those responsibilities.
3. Empowers the leadership team to make decisions to get results.
4. Supports the collaboration, transparency and growth/development within the leadership team.

TEAM DEVELOPMENT & LEADERSHIP

SCHOOL TEAM FORMATION

1. Proactively and promptly fills school vacancies using staffing sheet and school allocations.
2. Selects the most talented people by considering level of expertise, certification requirements and school needs; successfully negotiates compensation packages; follows proper procedures in selection; successfully on boards staff.
3. Plans and distributes employee workloads to meet the mission of the school.
4. Develops and maintains effective succession plans and develops and encourages professional development programs to support those plans.
5. Develops the capacity for distributed leadership in a team environment.

STAFF PERFORMANCE MANAGEMENT

1. Coaches employees to improve and grow professionally through continuous learning, training, and other developmental activities.
2. Holds all employees accountable for the timely accomplishment of all duties and responsibilities relating to school goals and individual competencies.
3. Provides constructive and timely performance feedback in association with performance evaluations, supporting the review schedule and established procedures.
4. Effectively deals with conflict and performance issues, including ensuring that Individual Performance Improvement Plans are implemented, with reasonable timelines, and works with appropriate parties to resolve the issues.

STAFF SATISFACTION AND RETENTION

1. Maintains a positive, collaborative team environment for all employees throughout the school organization as evidenced in the school's culture and annual surveys.
2. Recognizes team/employee efforts providing appropriate incentives and rewards.
3. Seeks critical feedback and integrates this data into practice, without defensiveness, to strengthen the team.

STUDENT ACHIEVEMENT/DATA MANAGEMENT

INSTRUCTIONAL LEADER

1. Exhibits a high sense of urgency for change and sustainable results in improving student achievement.
2. Develops and leads school-wide engagement in professional learning communities that in turn facilitate and support collaborative teams.
3. Promotes an academically oriented, orderly and purposeful school climate.
4. Is able to quickly move initiatives ahead with applicable stakeholders.
5. Sets a clear direction for the school focused on student achievement.
6. Is able to effectively deal with and manage change.
7. Develops strong teachers; cultivates good teaching practice.

8. The leader has a working knowledge of RTI instructional model and the related resources, supplemental instructional support programs, current professional development opportunities, etc. and participates in related training and requires staff to do so as well.
9. Focuses on the needs of students, and preparing them for college and career readiness.

INTERNAL/EXTERNAL DATA TO EFFECTIVELY DRIVE STUDENT ACHIEVEMENT

1. Uses instructional data to support needed change and empowers staff to make decisions based on the data.
2. Uses available technology and resources to build systemic strategies to ensure sustainability of change.
3. Uses internal and external resources to effectively monitor and evaluate the impact of the instructional program on students.

PERSONAL DEVELOPMENT & PROFESSIONAL SKILLS

LEADERSHIP DEVELOPMENT OF SELF

1. Has a high sense of curiosity for ways to get results, and is hungry for evidence.
2. Possesses strong self-management and self-reflection and self-awareness skills. Is receptive to feedback and/or criticism. Listens to all team members to consider other perspectives, changes personal practices if needed to obtain desired results.
3. Displays a results oriented, motivational, and innovative mindset.
4. Completes all required training and professional development in a timely manner and requires the same of the leadership team.
5. Models the principles of self-awareness, reflective practices, transparency, ethical behaviors and sets an example of excellence.

JUDGMENT AND PROBLEM SOLVING

1. Identifies the elements of a problem situation by analyzing relevant information, framing issues, identifying possible causes and reframing possible solutions.
2. Reaches logical conclusions by making quality, timely decisions based on available information.
3. Identifies and gives priority to significant issues.
4. Takes personal responsibility for problems before he/she looks at others. Provides no excuses.
5. Manages the school budget—effectively achieves goals within budget.

KNOWLEDGE AND IMPLEMENTATION OF KEY POLICIES AND REGULATIONS

1. Ensures that the school complies and creates processes to meet all state/district/client/partner/board and Connections Academy rules, policies, tasks, and requirements.
2. Communicates all local, state, authorizer regulations/requirements to stakeholders in a timely manner.
3. Knows local, state, and federal regulations and contract provisions, and how they apply to the school.
4. Ensures all timelines are met and procedures followed correctly.

5. Creates, oversees and implements state testing plan effectively to get 95% participation.

ENVIRONMENT OF TRUST: CLEAR COMMUNICATION, RELATIONSHIP BUILDING, AND EXPECTATIONS

1. Communicates in an open, honest, and direct manner. Demonstrates effective listening skills. Communicates appropriately and effectively (speaking, listening, writing, presenting) for different audiences (Boards, Students, Parents, Staff, Corporate Office).
2. Follows through with actions and on all commitments.
3. Creates positive, professional and collaborative relationships with all stakeholders (Boards, Students, Parents, Staff, Corporate Office)
4. Works cooperatively/collaboratively with stakeholders to meet school goals.

COMMUNITY RELATIONS

1. Articulates organizational purpose and priorities to all stakeholders, the community and media (as needed).
2. Demonstrates the ability to build consensus among stakeholders.
3. Promotes a positive image of the school and online/blended learning in the state.
4. Understands his or her role as being part of a variety of internal and external networks for change and improvement.