



APPROVED 09/19/2018

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

Wednesday, August 22, 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 9:09 a.m. when all participants were present and able to hear each other.

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

Board Members Absent: Gail Hawkins-Bush;

Guests: Jane Swan, School Leader; Karen Yeselavage, LeeAnn Richie and Scott Stuccio, School Staff; Kevin Corcoran, Charter Choices, Financial Consultant (in person); Andrew Pasquinilli, Amanda Jay, Mindy Whisman and Megann Arthur, Pearson Online & Blended Learning (POBL) staff (all via phone).

II. Public Comment

There were no public comments made at this time.

III. Routine Business

a. Approval of Agenda

Mr. Taylor asked the Board to review the agenda distributed prior to the meeting. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the August 22, 2018 regular meeting of the Reach Cyber Charter School Board of Directors, as presented, is hereby approved.

The motion passed unanimously.

IV. Oral Reports

a. Principal's Report

i. Back to School Activities, Staffing and Training Update

Ms. Swan discussed with the Board back to school activities planned across the state in the

coming weeks for students, families and staff. She also updated the Board on staffing levels, as well as professional development planned for both new and returning staff to start the school year.

ii. Enrollment Update

Ms. Swan advised the Board that the school's enrollment is consistently growing, and she expects them to hit their enrollment goal for the school year. She further provided updates as to the number in other stages of the enrollment process.

iii. Intensive Instruction Update

Ms. Swan reviewed this initiative with the Board, including specific planning efforts with staff members. Board members had discussion with Ms. Swan regarding the focus on math and language arts, and the number of intensive sessions students will be required to attend per week. The Board expressed their support of the plan.

iv. Connections Academy Summer Leadership Conference

Ms. Swan discussed the recent CA Leadership Conference, held annually in Baltimore. She reviewed many of the topics covered at the retreat, as well as mentoring and networking opportunities for her and other school leadership team members.

b. Financial Report

Ms. Whisman reviewed the school's financial statements with the Board. She reviewed the revenue and expense statements, advising on changes since the previous months' statements. Ms. Whisman further noted that all financial documents had been reviewed with the school's financial consultants prior to the meeting.

i. Unaudited 2017-2018 Financial Results

Ms. Whisman reviewed the unaudited financial results from the previous school year with the Board, highlighting specific areas of interest in discussion with the Board. Mr. Corcoran provided the Board with an update on the upcoming annual audit process to begin prior to the next meeting.

V. Consent Items

Mr. Taylor asked the Board Members whether there were any items from the Consent Items that they wanted moved to Action Items for discussion, or tabled. There being no items moved, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the June 29, 2018 Annual Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Connections Education Invoice(s) for June;
- d. Approval of LiveSpeech Invoice(s);
- e. Approval of Math Time to Talk Invoice(s); and
- f. Approval of 2018-2019 Base Salaries and Incentive Percentage and Career Ladder Positions; are hereby approved.

The motion passed unanimously.

VI. Action Items

- a. Approval of Board Designee to Work with School Leader on Revision(s) to the 2018-2019 School Year State Specific School Handbook: Attendance Policy

Ms. Swan reviewed with the Board the background and intended changes to the school's Attendance Policy, and requested a Board Designee be appointed to work with her to finalize prior to the next Board meeting. She also advised of the timing and desire for the school to be able to utilize the updated policy as soon as possible. The Board discussed the policy revisions, and Mr. Taylor volunteered to act in this capacity, if the Board supported. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that David Taylor as Board Designee to work with School Leader on revision(s) to the 2018-2019 school year State Specific School Handbook: Attendance Policy, as discussed, is hereby approved.

The motion passed unanimously.

VII. Information Items

- a. State Relations Update

Ms. Jay provided the Board with an update on recent legislative activities in the state, which may impact the school.

- b. Charter Renewal Timeline Update

Ms. Swan and Ms. Jay provided the Board with an update on this item. Ms. Jay reviewed the final stages of the charter renewal document review, and anticipated timeline for submission.

- i. EMO Evaluation Update

Ms. Arthur reminded the Board of the timing associated with the EMO evaluation process, and intent to include the final results in the school's charter renewal documentation submission.

- c. Partner School Leadership Team (PSLT) Update

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

[Ms. Jay left the meeting at 9:30 a.m.]

- i. School Operations Metrics

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

- ii. Teacher Professional Development Products and Services for the 2018-2019 School Year

Mr. Pasquinilli reviewed the professional development products and services for school

staff, as offered by POBL for the 2018-2019 school year. He discussed the various levels and delivery models of professional learning opportunities available to staff members based on years of service and experience. He and Ms. Swan also highlighted the additional training and development opportunities offered by school leadership.

d. Board Support Update

Ms. Arthur provided the Board with an update on support services and personnel provided to the school and Board by POBL.

e. Conflict of Interest Statements Reminder

Ms. Arthur thanked the Board for their prompt completion of the annual conflict of interest statements required per Board policy.

f. Fall Board Retreat Planning – Tentative Date: October 17th

Ms. Arthur discussed this item with the Board. The Board confirmed their intent to hold a retreat from approximately 9 am to 4 pm on October 17th, near Harrisburg. Board members had discussion on logistics, and Ms. Arthur indicated there would be additional discussion at the next meeting.

g. Board Training and Conference Attendance Planning for 2018-19

Ms. Arthur reviewed the upcoming trainings and conferences that have been identified that may interest members of the Board. The Board discussed the advantages of attending the National Charter Schools Conference and the National School Boards Association Conference, as well as local opportunities. The Board indicated their support of Board members making an effort to attend upcoming training opportunities, and that ongoing discussion on training opportunities was welcomed.

Mr. Corcoran and members of the Board discussed the upcoming PA Coalition of Public Charter Schools Conference on October 12, 2018, and benefits of attendance.

VIII. EXECUTIVE SESSION – Pursuant to 65 Pa. C.S. §§ 708(a)(1) – to consult with attorney or other professional advisor regarding information or strategy in connection with litigation or with issues on which identifiable complaints are expected to be filed

The Board entered into an Executive Session at 9:52 a.m. The Board cited the following for entering into the Executive Session: to consult with attorney or other professional advisor regarding information or strategy in connection with litigation or with issues on which identifiable complaints are expected to be filed, pursuant to 65 Pa. C.S. §§ 708(a)(1) . Board members entered into the Executive Session via a roll call vote. Board members present were: David Taylor, Joe Harford, Dave Biondo, Paul Donecker and Alex Schuh. Guests present at the request of the Board were: Jane Taylor, Andrew Pasquinilli and Megann Arthur. All others left the meeting at this time.

Open Session resumed at 9:57 a.m. via a roll call vote. No action was taken during Executive Session.

IX. Review and Consideration of Action(s) Necessary Based on Executive Session

Mr. Taylor reminded the Board of the discussion held in Executive Session regarding a recent settlement, and communications with Board Counsel. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Settlement Agreement with Student X, as discussed, is hereby approved.

The motion was approved unanimously.

X. Adjournment and Confirmation of Next Meeting – Wednesday, September 19, 2018 at 9:00 a.m.

Mr. Taylor inquired if there was any other business or discussion. There being no further business or discussion, he noted that the next meeting date is Wednesday, September 19, 2018 at 9:00 a.m. The Board being at the end of its agenda, the meeting was adjourned at 9:58 a.m.