



**APPROVED 11/14/2018**

Reach Cyber Charter School  
**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
Wednesday, October 17, 2018 at 9:00 a.m.

Held at the following location and via teleconference  
Sheraton Harrisburg Hershey Hotel  
4650 Lindle Road  
Harrisburg, PA 17111

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**I. Call to Order and Roll Call**

Mr. Taylor called the meeting to order at 9:05 a.m. when all participants were present and able to hear each other.

Board Members Present: David Taylor, Joe Harford, Dave Biondo, Alex Schuh, Gail Hawkins-Bush and Paul Donecker (all in person);

Guests: Jane Swan, School Leader; Karen Yeselavage, Rachel Parker, Brad Testa, LeeAnn Richie and Greg McCurdy, School Staff; Kevin Corcoran, Charter Choices, Financial Consultant; Tom ap Simon, Itine Estuart-Ruiz, Andrew Pasquinilli, Amanda Jay, Heather Woodward and Megann Arthur, Pearson Online and Blended Learning (POBL) staff (in person); Tanya Lee, POBL staff (via phone).

**II. Public Comment**

There were no public comments made at this time.

**III. Routine Business**

a. Approval of Agenda

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

RESOLVED, that the Agenda for the October 17, 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. Final Results on 2017-2018 Goals, State Testing Results and State of the School Report

Ms. Swan discussed last year's target enrollment goals as well as final enrollment numbers by grade level with the Board, and reviewed the current enrollment and school goals. Ms. Swan reminded Board members that the staff worked closely with POBL staff on establishing this year's school goals, and reiterated that the school goals represent the major driver for the staff incentive plan. Ms. Swan related that the goals are created with the intention of improving school outcomes, the student and family experience, and to foster student achievements school-wide. Ms. Swan also reviewed with the Board the recent state testing data. The Board had discussion on the staff and student accomplishments over the past year, the data provided on last school year and current metrics, and brainstormed ways to positively promote the school and student successes.

Ms. Swan further reviewed the state of the school report in detail. She provided an overview of S.T.E.M. activities and programs, and the school's parent and staff satisfaction survey results from the previous school year. Ms. Swan further advised that the school's current enrollment was over 2,800 students and that there were still many in the pipeline.

##### b. Financial Report

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

Mr. Corcoran advised the Board about the current balance sheet, and that the school currently has no liabilities. He reviewed the school's forecast for the school year, and resources that will be available by the conclusion of the school year. Board members discussed how funding works when students enroll throughout the school year.

Mr. Corcoran advised that the independent annual financial audit field work was underway, and that the school's annual financial report was on target for submission within state deadlines.

#### V. Consent Items

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

RESOLVED, the Consent Items:

- a. Approval of Minutes from the September 19, 2018 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Connections Education Invoice(s) for September;
- d. Approval of LiveSpeech Invoice(s); and
- e. Approval of Revision(s) to the Employee Handbook: Updates to Short Term Disability Language for Maternity Leave; are hereby approved.

The motion passed unanimously.

## VI. Action Items

### a. Approval of School Focus Goals for the 2018-2019 School Year

Ms. Swan reminded Board members of the review earlier in this meeting of the school focus goals for the 2018-2019 school year, as also included in the Board materials. She highlighted specific accountabilities for staff, especially those that focus on S.T.E.M. Board members had discussion on state assessment benchmarks, as well as alignment with those and the charter agreement.

Ms. Swan advised that the staff worked closely with school leadership and POBL on establishing the school goals. She further advised the Board that the school goals represent the major driver for the staff incentive plan. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the school focus goals for the 2018-2019 school year, as presented, are hereby approved.

The motion passed unanimously.

## VII. Information Items

### a. State Relations Update

Ms. Jay provided the Board with an update on recent legislative activities in the state, which may impact the school. The Board had discussion on recent changes to Keystone exam requirements and graduation.

### 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 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 POBL partnering schools of similar size and years in operation. Board members discussed the metrics data with Mr. Pasquinilli.

### c. Board Training and Conference Opportunities Discussion

Ms. Arthur presented this item to the Board. She reviewed the Act 55 requirements recently passed for charter school board members, effective this school year. Ms. Arthur discussed the training options available, including online webinars and the two currently approved providers for an in-person retreat option. Board members further discussed a potential inquiry to PDE to determine if national charter school or board governance conference attendance could be used to fulfill the requirement, and Ms. Arthur agreed to provide an update at the next meeting.

## VIII. Adjournment and Confirmation of Next Meeting – Wednesday, November 14, 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, November 14, 2018 at 9:00 a.m. The Board being at the end of its agenda, the meeting was adjourned at 10:38 a.m.