



APPROVED 03/05/2019

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

Wednesday, January 16, 2019 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 9:03 a.m. when all participants were present and able to hear each other.

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

Board Members Joined During Meeting: Alex Schuh;

Board Members Absent: Gail Hawkins-Bush;

Guests: Jane Swan, School Leader; Karen Yeselavage, LeeAnn Richie, Rachel Graver, Heather Berger, Cody Smith, Alicia Swope, Greg McCurdy and John McMurray, School Staff; Kevin Corcoran, Charter Choices, Financial Consultant; Megann Arthur, Pearson Online and Blended Learning (POBL) staff (in person); Rachel Parker, Nancy Wagner and Michael Hinshaw, School Staff; Pat Hennessey, Board Counsel; Andrew Pasquinilli, Amanda Jay, Tanya Lee, Mindy Whisman and Megann Arthur, 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 January 16, 2019 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. Enrollment Update

Ms. Swan advised the Board that the most recent enrollment for the school was 2,973 students. She further reviewed trends in enrollment and withdrawals, and advised as to the number of students currently in the pipeline.

ii. Comprehensive Support and Improvement (CSI) Designation Update

Ms. Swan reminded the Board of the communication sent before the holidays regarding the school's designation by PDE as a CSI school. She provided a high level overview of the documentation provided to the state so far, as well as the on-site meetings with a PDE representative working with the school.

[Mr. Hinshaw joined the meeting at 9:07 a.m.]

Having discussed the limited availability of some members of the Board, the Board members decided to consider items requiring timely approval earlier in the meeting.

Approval of Funded Enrollment Target for the 2019-2020 School Year

Ms. Swan reviewed the proposed enrollment target for the 2019-2020 school year of 3,892 students and sought Board input in regards to the number. The Board had discussion regarding growth rates of other virtual schools in the state, and asked school leadership about any concerns regarding maintaining the same high quality of education as the school grows. There was discussion regarding special education services and programs, as well as math and science instructors need as significant focus areas as the school continues to grow; school leadership team members reviewed areas where the school looks for talent. Following this discussion, Board members agreed the proposed number was a good target to set for the upcoming school year based on staffing and budget. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Funded Enrollment Target for the 2019-2020 school year, as discussed, is hereby approved.

The motion passed unanimously.

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 October 17, 2018 Board Meeting;
- b. Approval of Minutes from the October 17, 2018 Board Retreat;
- c. Approval of Staffing Report;
- d. Approval of Connections Education Invoice(s) for October;
- e. Approval of LiveSpeech Invoice(s); and

- f. Approval of Board President as Board Designee to Work with School Leader to Finalize Necessary Hiring to Support School Growth; are hereby approved.

The motion passed unanimously.

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 provided an update on the school's annual financial audit progress, as well as the school's current forecast, including the anticipated fund balance.

Audit Update

This update was provided earlier in the report.

V. Strategic Plan

a. Review and Consideration of Proposal for Investments to Improve Efficacy

Ms. Swan and Mr. Pasquinilli reviewed the proposal for potential investments to improve efficacy. Ms. Swan reviewed the options line by line and provided detailed background of each proposal and the intended outcome for both student outcomes and staff success. She reviewed the potential benefits to students for each instructional program proposed, as well as the recommended initiatives that would benefit staff, both short-term and long.

[Dr. Schuh joined the meeting at 9:30 a.m.]

Mr. Pasquinilli reviewed with the Board the many proposed initiatives that focus on S.T.E.M., including day camps and other programs. Board members expressed their appreciation and support of the direction of the proposals, and indicated they would be eagerly awaiting specific initiatives and associated budgets for their approval at upcoming board meetings.

VI. Consent Items

These items were considered earlier in the meeting.

VII. Action Items

a. Approval of Funded Enrollment Target for the 2019-2020 School Year

This item was considered earlier in the meeting.

VIII. Information Items

a. State and Strategic Client Relations Update

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

the school. She further advised that she would communicate planned legislative visits prior to the next meeting.

b. Budget Development Process Update

Ms. Jay reviewed the 2019-2020 budget development process with the Board. She advised the Board that the process starts with the funded enrollment target approved earlier in the meeting, and includes input from the Board and school leader. Ms. Lee further reviewed the anticipated budget development schedule, including the final budget consideration likely to be in May.

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.

i. School Operations Metrics

Mr. Pasquinilli presented to the Board on behalf of Pearson Online & Blended Learning's (POBL) School Leadership Team. He reviewed the Operations Metrics 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 metrics data with Mr. Pasquinilli.

[Ms. Jay left the meeting at 9:45 a.m.]

d. Board Training Requirements Under Act 55 Update

Ms. Arthur reminded the Board of discussion at the last meeting regarding training requirements under Act 55 for all Board members. She further reviewed the webinar and in person training consultant options, as well as the Board's earlier discussed preference to hold a retreat for the purpose of completing the online webinar together and share ideas and training opportunities. There was discussion on potential timing for the training retreat, and Ms. Arthur agreed to continue scheduling discussions at the next meeting.

Mr. Corcoran further advised that the Pennsylvania Coalition of Public Charter Schools (PCPCS) was also advertising an in-person training option for Act 55 compliance for any who require another training option.

IX. EXECUTIVE SESSION – Pursuant to 65 Pa. C.S. §§ 708(a)(1) – to discuss any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee

The Board entered into an Executive Session at 9:54 a.m. The Board cited the following for entering into the Executive Session: To discuss any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee, pursuant to 65 Pa. C.S. §§ 708(a)(1). Board members entered into the Executive Session via a roll call vote. Board members present were: David Taylor, Dave Biondo, Joe Harford, Alex Schuh and Paul Donecker. Guests present at the request of the Board were: Andrew Pasquinilli and Megann Arthur. All others left the meeting at this time.

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

X. Adjournment and Confirmation of Next Meeting – Wednesday, February 20, 2019 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, February 20, 2019 at 9:00 a.m. The Board being at the end of its agenda, the meeting was adjourned at 10:11 a.m.