



APPROVED 09/18/2019

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

Wednesday, August 28, 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 9:01 a.m. when all participants were present and able to hear each other.

Board Members Present: David Taylor, Joe Harford, Gail Hawkins-Bush and Alex Schuh (all via phone);

Board Members Joined During Meeting: Dave Biondo;

Board Members Absent: Paul Donecker;

Guests: Jane Swan, School Leader; Rachel Graver, Karen Yeselavage, LeAnn Ritchie, Karen Eppinger, Greg McCurdy, John McMurray, Heather Berger, Corey Groff and Christine Miller, School Staff; Kevin Corcoran, Charter Choices, Financial Consultant (in person); Pat Hennessey, Board Counsel; Andy Gribbin, Nancy Wagner, Sheila Perez, Rachel Parker, Erik Wiedman and Kelly McConnell, School Staff; Melissa Brown, Amanda Jay, Megan Holston, Tanya Lee, Megann Arthur and Hussa Blake, Pearson Online and 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 requested that the Board consider adding Action Items to the agenda to (1) Approve a 60 day extension to the current Statement of Agreement (SOA) with POBL and/or Authorize the Board President to Finalize and Execute a renewal SOA on behalf of the Board, and (2) Approve a 60 day extension to the current contract with Charter Choices and/or Authorize the Board President to Finalize and Execute a renewal contract with Charter Choices. He further asked the Board members if there were any additional changes needed to the agenda distributed prior to the meeting. There being no additional changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the August 28, 2019 Meeting of the Reach Cyber Charter School Board of Directors, as amended, is hereby approved.

The motion passed unanimously.

IV. Oral Reports

a. Executive Director'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.

[Ms. Hennessy joined the meeting and Mr. Schuh left at 9:08 a.m.]

ii. Enrollment Update

Ms. Swan provided the Board with an update on current enrollment numbers at the school.

[Mr. Biondo joined the meeting at 9:10 a.m.]

Ms. Swan reviewed the family mentor program with the Board, and the ways it is improving the student and family experience.

iii. 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. Ms. Swan further reviewed the math intervention focus of many sessions, and significant takeaways.

iv. Comprehensive Support and Improvement (CSI) Designation Update

Ms. Swan provided the Board with an update on the school's CSI designation status, and associated activities. She reviewed some of the specific goals, and staff plans to meet benchmarks.

v. Charter Renewal Update

Ms. Swan advised the Board that there have not been any updates from the state at this time.

vi. AdvancED Accreditation Update

Ms. Swan provided the Board with an update on this item. She related that the school has received the final accreditation approval letter from AdvancED. Ms. Swan further advised that the accreditation team was very complimentary to the school for the ways the school's STEM focus has been weaved into all aspects of the curriculum and additional programs.

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. Board discussed the fund balance in detail.

[Mr. Schuh re-joined the meeting at 9:25 a.m.]

i. Unaudited 2018-2019 School Year Financial Results

Ms. Lee reviewed the unaudited financial results from the previous school year with the Board, highlighting specific areas of interest in discussion with the Board.

V. Strategic Plan

Ms. Swan provided the Board with a brief update on the Strategic Plan. She discussed the STEM kits, including feedback received so far by students and staff.

Board members discussed their desire to hold a fall workshop to review in detail and update, as appropriate, the Strategic Plan.

VI. 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 changes noted, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the June 19, 2019 Annual Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Connections Education Invoice(s) for June; and
- d. Approval of LiveSpeech Invoice(s); are hereby approved.

The motion passed unanimously.

VII. Action Items

a. Approval of Supplemental Products and Services: Math Time to Talk Proposal

Ms. Swan reviewed the Math Time to Talk proposal, as included in the Board materials. She detailed the program for Board members, and indicated that the program had been had been very useful to students and staff in previous school year(s). Ms. Swan further reviewed the advantages of the proposed use of trained math specialists to engage in small group discourse with students needing additional assistance in mathematics. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Supplemental Products and Services: Math Time to Talk Proposal, as presented, is hereby approved.

The motion passed unanimously.

b. Approval of Board Training and Conference Attendance for the 2019-2020 School Year

Ms. Arthur reviewed the upcoming trainings and conferences that were identified at a previous meeting by the Board as potentially of interest for continuous board education. The Board reviewed the upcoming training offerings, and the advantages and agenda topics of each conference, and their support of Board members making an effort to attend the training opportunities. Board members also indicated their interest in continuing to be presented with additional local and national opportunities for continued board member governance education. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Board training and conference attendance for the 2019-2020 school year, including the National Charter Schools Conference and the PCPCS Annual Conference, as discussed, are hereby approved.

The motion passed unanimously.

Approval of 60 Day Extension of Statement of Agreement (SOA) with Pearson Online and Blended Learning (POBL) and/or Authorization for Board President to Finalize and Execute Renewal SOA on Behalf of the Board

Mr. Taylor advised the Board that discussions were ongoing regarding services provided by POBL to be included in the renewal SOA. At the advice of Counsel, Board members indicated their intent to enter into Executive Session later in the meeting to discuss the contract negotiations in detail. In order to ensure the school and POBL continued to have a contract for operational purposes, Mr. Taylor asked the Board whether they preferred to approve an extension of the current contract, with a current term date of August 31, 2019, and/or authorize him to finalize the Agreement as soon as all parties to the negotiations agreed the document was final for execution. Board members had discussion on the renewal SOA process, their fiscal responsibilities and prudence to have the ability to review such a significant contract prior to execution, and opted to extend the current Agreement for 60 days. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that a 60 Day Extension of the current Statement of Agreement (SOA) with Pearson Online and Blended Learning (POBL), through October 31, 2019, is hereby approved.

The motion passed unanimously.

Approval of 60 Day Extension of Contract with Charter Choices and/or Authorization for Board President to Finalize and Execute Renewal Contract on Behalf of the Board

Board members briefly discussed the current contract term date of August 31, 2019 with Charter Choices, and expressed their desire to extend the contract for 60 days to allow final negotiations. Also, Board members discussed the advantages of authorizing the Board President to negotiate, finalize and execute that contract on behalf of the Board, with the understanding that the final document would be brought before the full Board for ratification. There being no additional discussion, a motion was made and seconded as follows:

RESOLVED, that a 60 Day Extension of the current contract with Charter Choices, Inc., through October 31, 2019, and Authorization for the Board President to Negotiate, Finalize and Execute a renewal contract on behalf of the Board, is hereby approved.

The motion passed unanimously.

VIII. Information Items

a. Statement of Agreement (SOA) Update

At Mr. Taylor's request, Ms. Jay provided the Board with a brief high level overview of the communications to date, and anticipated timeline for final negotiations. Board members indicated their intent to discuss specific points of the current proposed Agreement later in an Executive Session.

b. State and Strategic Client Relations (SSCR) Update

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

c. Partner School Leadership Team (PSLT) Update

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

i. Back to School Visit Update

Ms. Brown discussed her recent involvement in the Back to School meetings with school staff last week; she advised that she felt very welcomed and was impressed by the staff's preparations for the school year.

ii. School Operations Metrics

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

d. Board Relations Update

Ms. Arthur presented this item to the Board.

i. Conflict of Interest Statement(s) Reminder

Ms. Arthur thanked the Board for their prompt completion of the annual conflict of interest statements, as required per Board policy, and advised that they would likely be part of the annual financial audit review process.

ii. EMO Evaluation

Ms. Arthur reminded the Board of the timing associated with the EMO evaluation process, and anticipated timing for discussion with the Board at a meeting.

Ms. Arthur inquired as to recent discussions surrounding another Board retreat to allow for strategic planning development and in-depth discussions of topics to be determined. Board members indicated their support of holding an all-day retreat on their October regular meeting date of Wednesday, October 16, at a location TBD in Harrisburg.

Board members indicated their desire to enter into an Executive Session to discuss the SOA with POBL with their Board Counsel.

EXECUTIVE SESSION – Pursuant to 65 Pa. C.S. §§ 708(a)(5) – to review and discuss agency business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law, including matters related to the initiation and conduct of investigations of possible or certain violations of the law and quasi-judicial deliberations

The Board entered into an Executive Session at 10:06 a.m. upon a motion being made, seconded and confirmed via roll call vote of all Board members present. The Board cited the following for entering into the Executive Session: to review and discuss agency business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law, including matters related to the initiation and conduct of investigations of possible or certain violations of the law and quasi-judicial deliberations, pursuant to 65 Pa. C.S. §§ 708(a)(5) . Board members present were: David Taylor, Joe Harford, Dave Biondo, Gail Hawkins-Bush and Alex Schuh.

Guests present at the request of the Board were: Pat Hennessey and Jane Swan. All others left the meeting at this time.

There being no further discussion and upon a motion being made, seconded and confirmed via roll call vote of all Board members present, the Board resumed Open Session at 10:32 a.m. No action was taken during Executive Session.

IX. Adjournment and Confirmation of Next Meeting – Wednesday, September 18, 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, September 18, 2019 at 9:00 a.m. The Board being at the end of its agenda, the meeting was adjourned at 10:33 a.m.