Reach Cyber Charter School
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:
Wednesday, April 15, 2020 at 9:00 a.m.

Meeting Location:
Via Teleconference due to State Precautions regarding Public Health and Safety
During COVID-19 Pandemic

1(800) 747-5150; Code 703-4511#

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. Executive Director's Report (MSR attached) – J. Swan
        i. CSI Status Update
        ii. Enrollment and Staffing Report
        iii. State Testing Update
        iv. Graduation Plans
        v. COVID-19 Response Update
            1. Continuity of Education Plan
    b. Financial Report (attached) – K. Yeselavage
    c. Products, Services and Initiatives Update (attached) – L. Johnson

V. Consent Items
    a. Approval of Minutes from the March 18, 2020 Board Meeting (attached)
    b. Approval of Staffing Report (attached)
    c. Approval of OBL Invoice(s) for March (attached)
    d. Approval of Staff Compensation Plan for the 2020-2021 School Year (attached)
    e. Ratification of Accounting Software and HR Systems Vendor Agreements (attached)
    f. Approval of Continuity of Education Plan (attached)

VI. Action Items

VII. Information Items
    a. State Account Relations (STAR) Update – L. Johnson
    b. Partner School Leadership Team (PSLT) Update – M. Brown
        i. School Operations Metrics (attached)
    c. Renewal Statement of Agreement (SOA) with POBL Update – D. Taylor/ J. Swan/ L. Johnson
    d. Board Relations Update – M. Arthur
        i. Board Meetings Schedule for the 2020-2021 School Year
        ii. Board Composition

VIII. Strategic Planning

IX. Adjournment and Confirmation of Next Meeting – Wednesday, May 20, 2020 at 9:00 a.m.

MONTHLY SCHOOL REPORT

School & Date Selection

School

Reach Cyber Charter School

Report Date

March 31, 2020

Currently Enrolled

3765

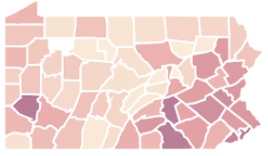
Total YTD Enrolled

4834

Enrollment Services Complete (Stage 4)

5002

Enrolled Students by County



Esri, HERE, Garmin, FAO, NOAA, USGS, EPA | Esri, HERE, Garmin, FAO, N...

Reach Cyber Charter School

March 31, 2020

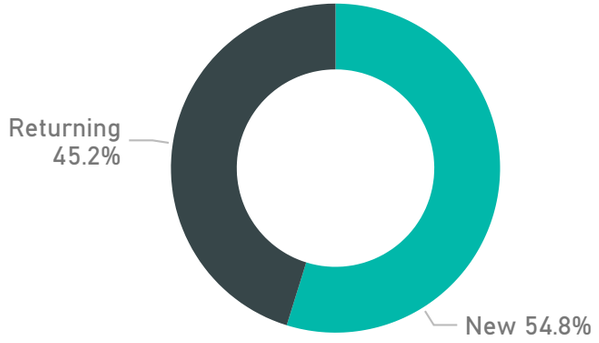
Current Enrollment Month-Over-Month Change

1%

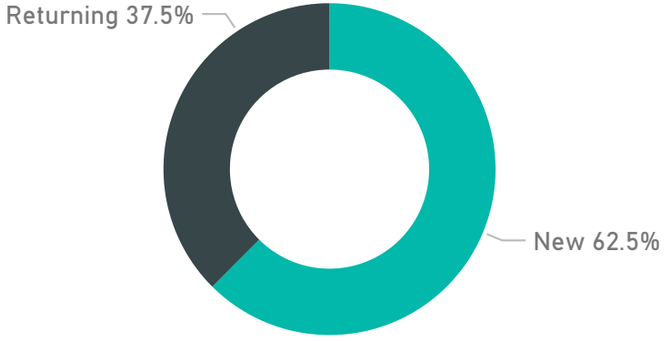
Current Enrollment Year-Over-Year Change

18%

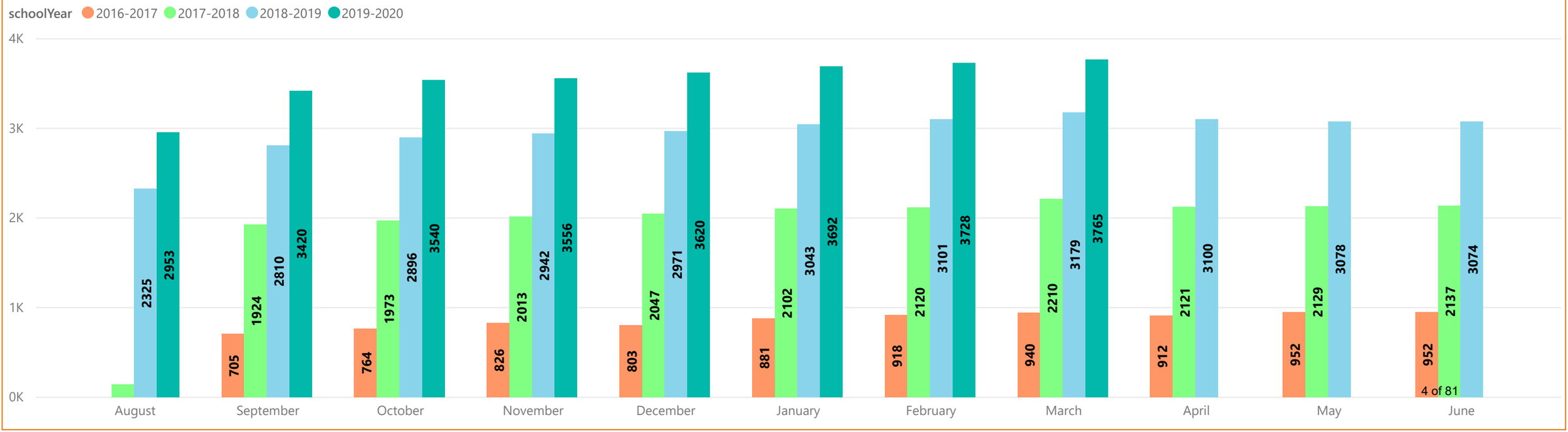
New and Returning



New and Returning Prior Year



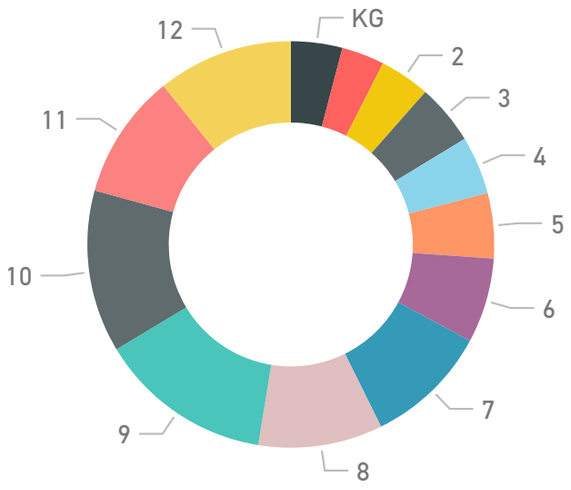
Monthly Student Current Enrollment Comparison



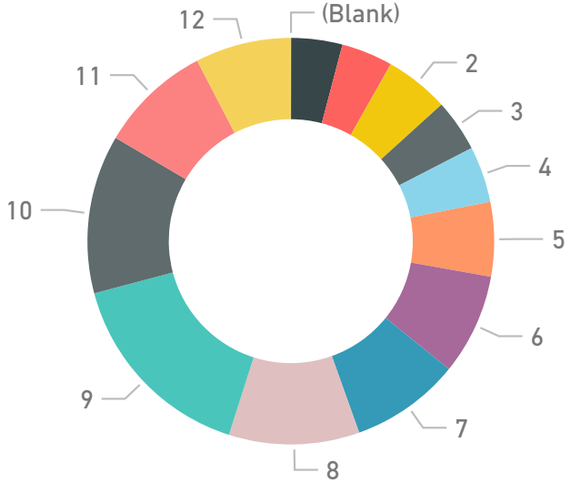
Reach Cyber Charter School

March 31, 2020

Enrolled Students by Final Grade



Enrolled Students Prior Year by Final Grade



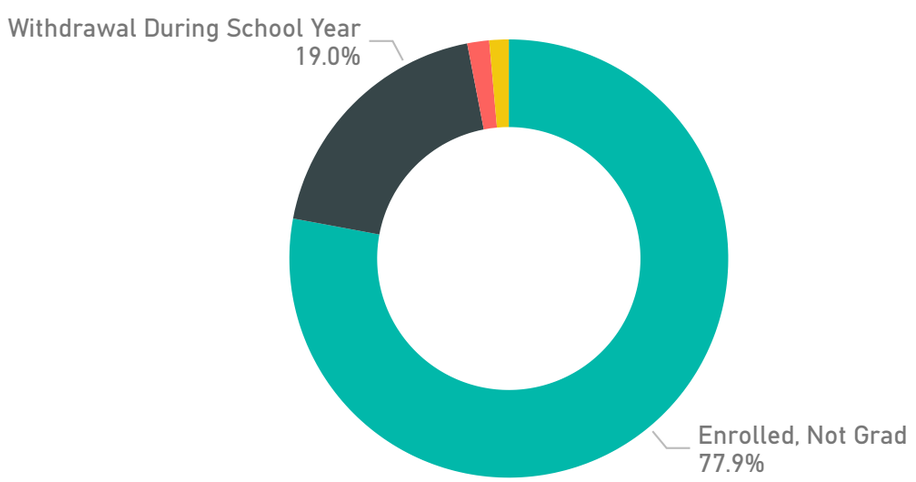
Grade Distribution

ReportPeriod	SameMonthPriorYear		PriorEOY		LastMonth		CurrentMonth	
GradeDistribution	Students	%CT Students	Students	%CT Students	Students	%CT Students	Students	%CT Students
PK-2	**421**	**13%**	**418**	**14%**	**429**	**12%**	**433**	**12%**
KG	129	4%	129	4%	155	4%	154	4%
1	130	4%	127	4%	127	3%	128	3%
2	162	5%	162	5%	147	4%	151	4%
3-5	**462**	**15%**	**458**	**15%**	**547**	**15%**	**550**	**15%**
3	132	4%	130	4%	175	5%	181	5%
4	142	4%	143	5%	179	5%	174	5%
5	188	6%	185	6%	193	5%	195	5%
6-8	**862**	**27%**	**843**	**27%**	**987**	**26%**	**996**	**26%**
6	255	8%	252	8%	252	7%	254	7%
7	277	9%	270	9%	368	10%	370	10%
8	330	10%	321	10%	367	10%	372	10%
9-12	**1433**	**45%**	**1355**	**44%**	**1765**	**47%**	**1786**	**47%**
9	507	16%	469	15%	515	14%	520	14%
10	401	13%	369	12%	483	13%	486	13%
11	283	9%	273	9%	366	10%	375	10%
12	242	8%	244	8%	401	11%	405	11%
Total	**3178**	**100%**	**3074**	**100%**	**3728**	**100%**	**3765**	**100%**

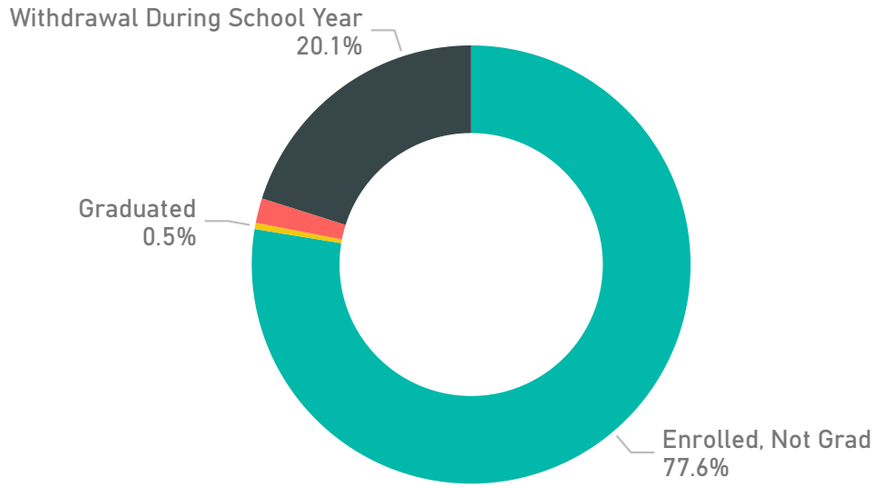
Reach Cyber Charter School

March 31, 2020

Total YTD Enrollment by Withdrawal Category



Total YTD Enrollment Prior Year by Withdrawal Category



Total YTD Enrollment

ReportPeriod	SameMonthPriorYear		PriorEOY		LastMonth		CurrentMonth	
Withdrawal Category	Student Count	%CT Student Count	Student Count	%CT Student Count	Student Count	%CT Student Count	Student Count	%CT Student Count
Enrolled, Not Grad	3181	78%	3074	74%	3730	79%	3767	78%
Graduated	19	0%	19	0%	69	1%	69	1%
Prior To Engagement	75	2%	79	2%	77	2%	78	2%
Withdrawal During School Year	825	20%	975	24%	862	18%	920	19%
Total	**4100**	**100%**	**4147**	**100%**	**4738**	**100%**	**4834**	**100%**

Enrollment Services Complete (Stage 4)

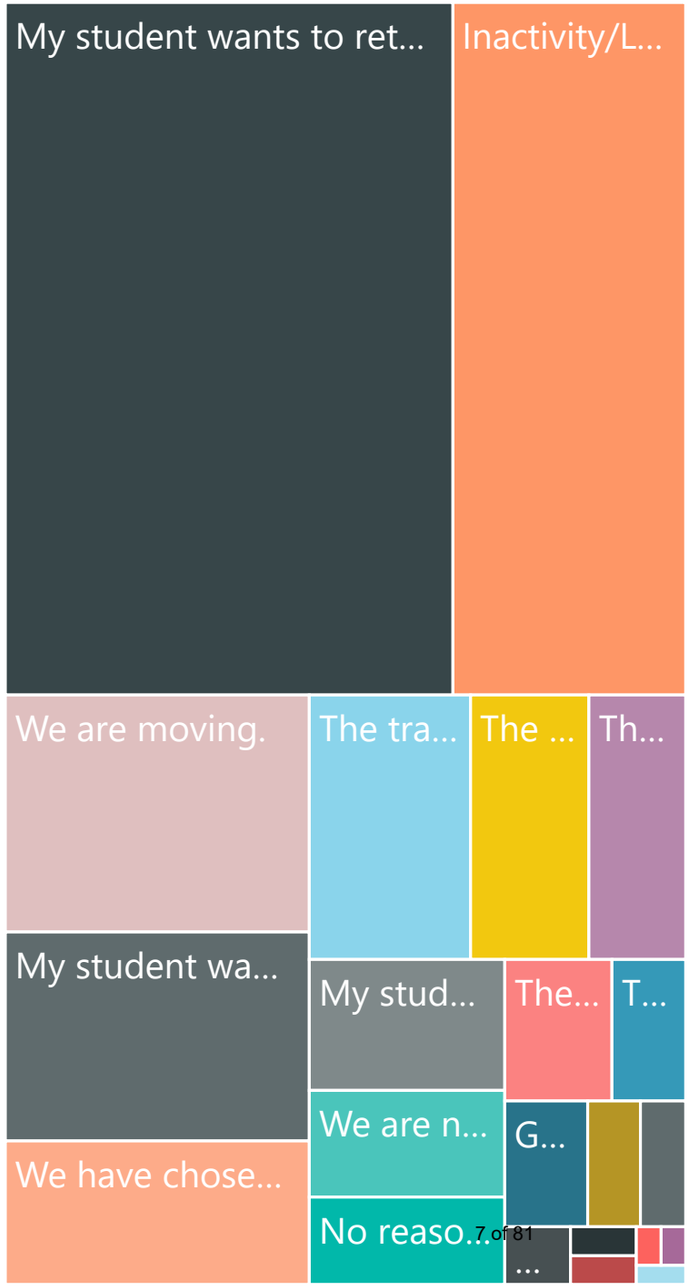
5002

Reach Cyber Charter School

March 31, 2020

Withdrawal Reason

WD Reason	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
			16	16
Another Reason	22	26	1	1
Applying for next school year	1	1		
Different/Better Schooling Option (Not related to socialization)	485	524	314	327
Generally dissatisfied with curriculum/course options			10	11
Getting started with the school was too difficult	2	2		
Inactivity	160	236	154	170
Life change	91	108		
Mismatch Academic	12	15		
Mismatch Family Schedule	5	5		
No longer able to provide a Learning Coach			21	22
No Reason Given			17	18
Program not flexible enough			16	16
Program takes too much of Learning Coach's time			24	27
Program takes too much of student's time			10	11
Pursuing GED	21	31	24	27
Required Documentation Incomplete				2
Student wants more socialization	8	9	64	67
Technical Difficulties	3	3	1	1
The curriculum is too hard			30	33
Transition to virtual school too difficult			43	45
Unhappy with the school	14	14	4	4
We are moving			68	76
We have chosen to home school			45	46



Reach Cyber Charter School

March 31, 2020

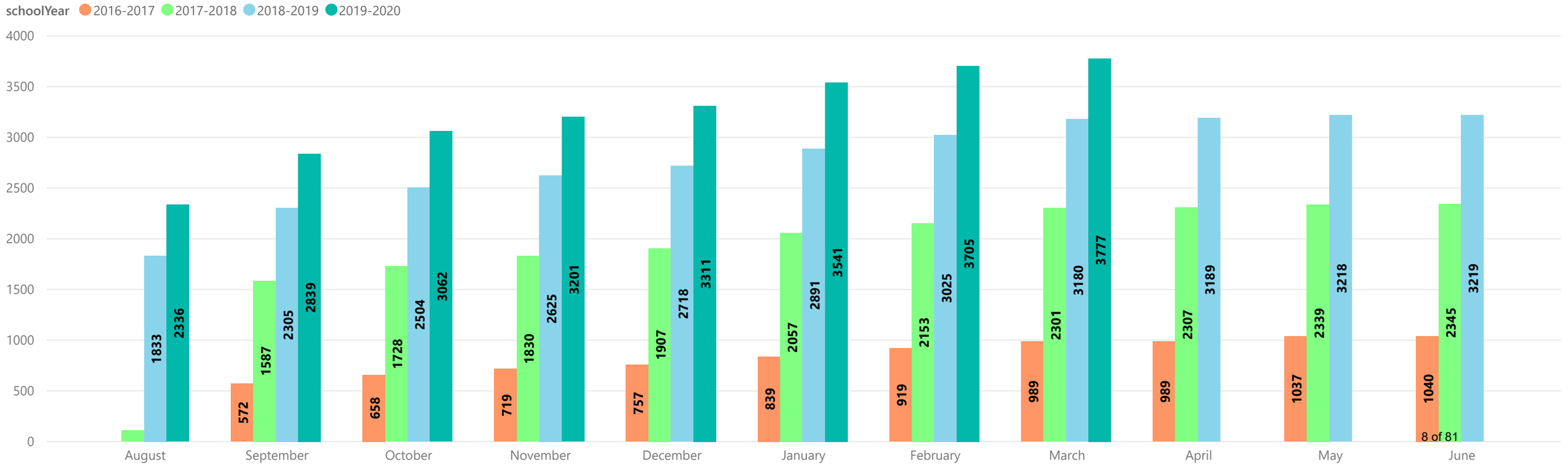
Household Data

Household Data	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
Active	2510	2422	2956	2987
Graduated	19	19	68	68
WD During School Year	652	780	705	755
WD Prior To Engagement	66	71	72	73

Students Per Active Household

SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
1.27	1.27	1.26	1.26

Monthly Total Households



Reach Cyber Charter School

March 31, 2020

Ethnicity

Ethnicity	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
Hispanic or Latino	438	427	520	529
Not Hispanic or Latino	2739	2645	3206	3234

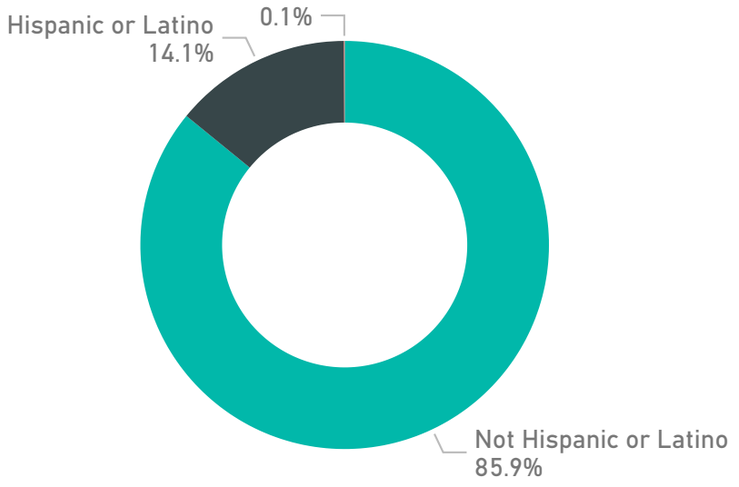
Race

Race	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
American Indian or Alaskan Native	128	127	150	153
Asian	68	68	73	77
Black/African American	915	891	1142	1158
Native Hawaiian or Other Pacific Islander	40	40	43	44
White	2342	2267	2694	2707

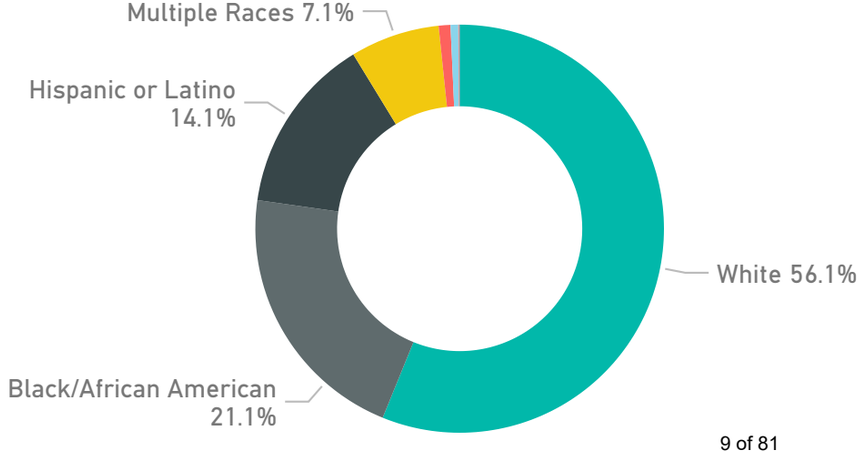
Distinct Race/Ethnicity

Distinct Race/Ethnicity	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
American Indian or Alaskan Native	21	20	23	23
Asian	29	28	32	35
Black/African American	639	621	782	794
Hispanic or Latino	438	427	520	529
Multiple Races	215	219	264	266
Native Hawaiian or Other Pacific Islander	2	2	2	2
Not Indicated	2	2	2	2
White	1833	1755	2103	2114

Enrolled Students by Ethnicity



Enrolled Students by Distinct Race/Ethnicity



Reach Cyber Charter School
March 31, 2020

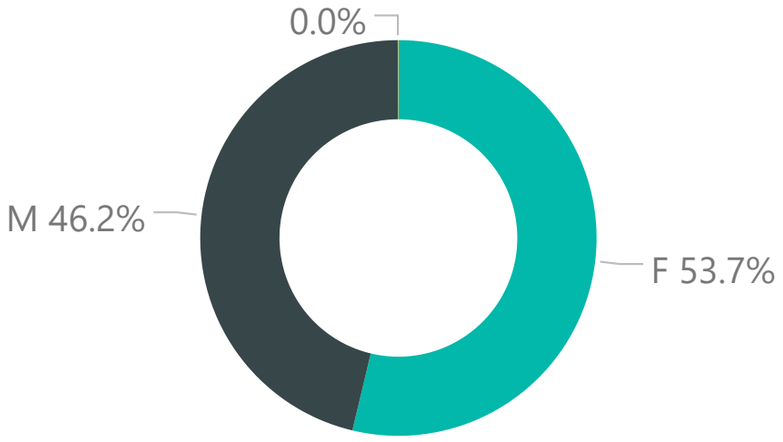
Gender

Gender	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
	1	1	1	1
F	1762	1721	1996	2023
M	1416	1352	1730	1740
X			1	1

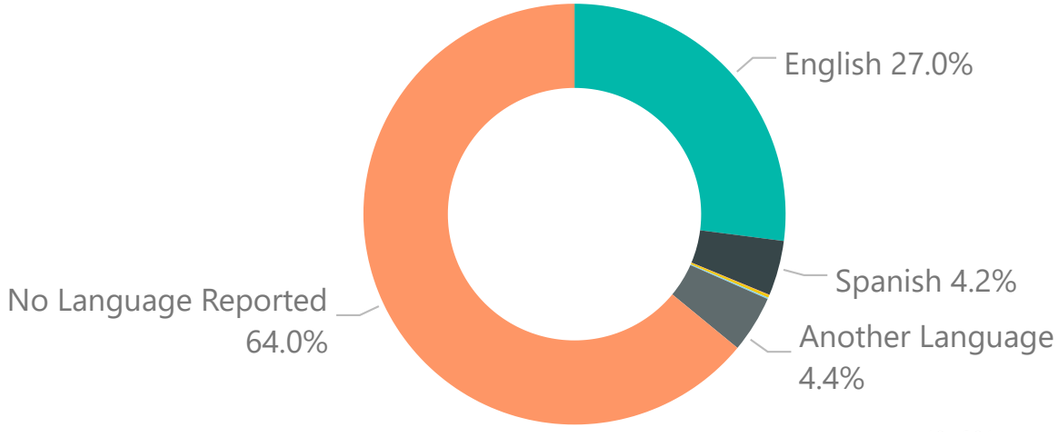
Primary Language

Home Language	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
English	1277	1236	1018	1018
Spanish	89	90	156	159
Russian	5	5	1	1
Arabic	17	17	8	8
Urdu	1	1	4	4
Another Language	188	183	162	164
No Language Reported	1602	1542	2379	2411

Enrolled Students by Gender



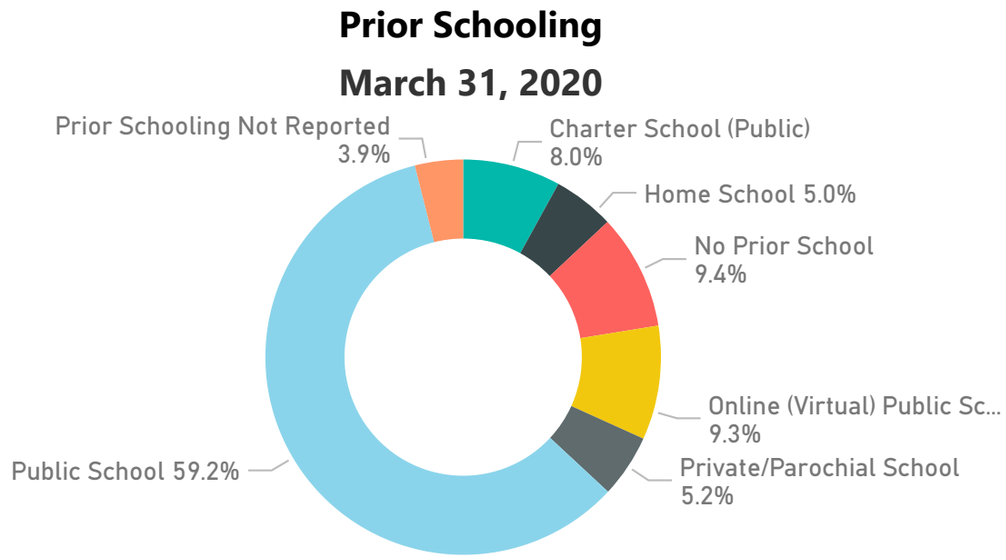
Enrolled Students by Language

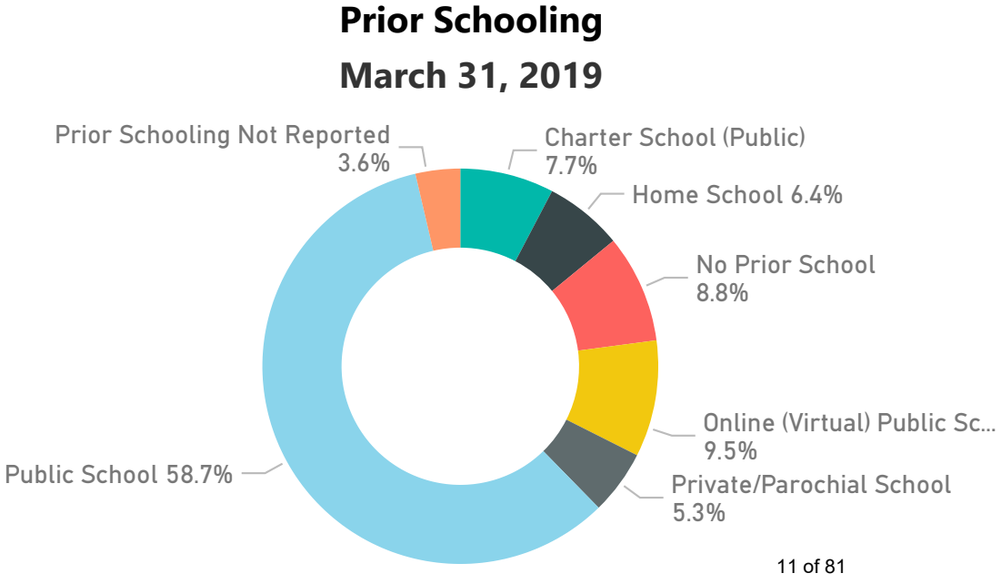


Reach Cyber Charter School
March 31, 2020

Prior Schooling

Prior Schooling	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
Charter School (Public)	244	243	293	301
Home School	203	196	189	189
No Prior School	281	274	355	355
Online (Virtual) Public School	303	287	349	351
Private/Parochial School	167	166	192	194
Public School	1865	1793	2201	2227
Prior Schooling Not Reported	116	115	149	148

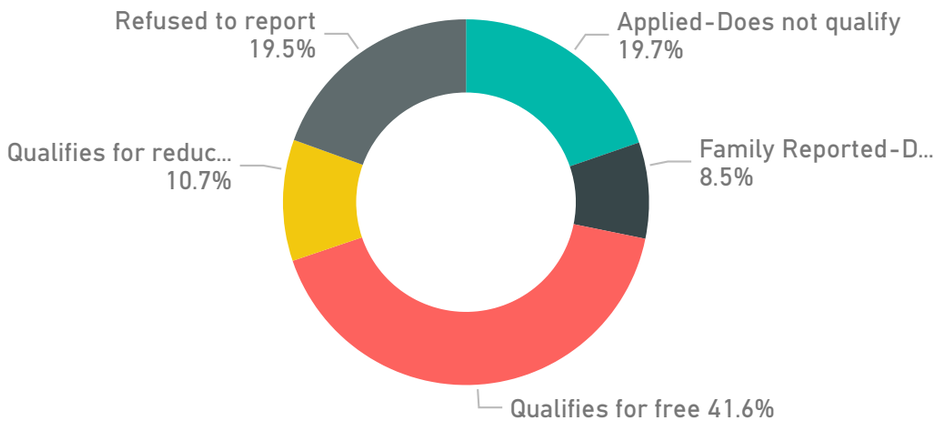




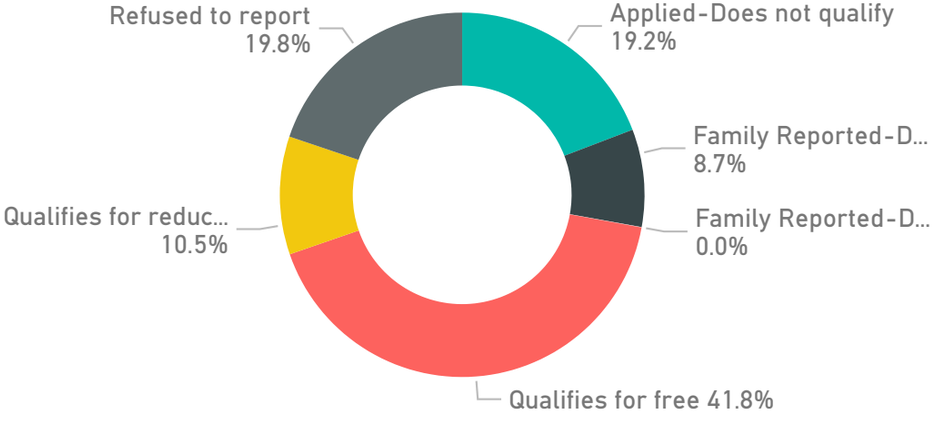
Reach Cyber Charter School

March 31, 2020

FARM Eligibility
March 31, 2020

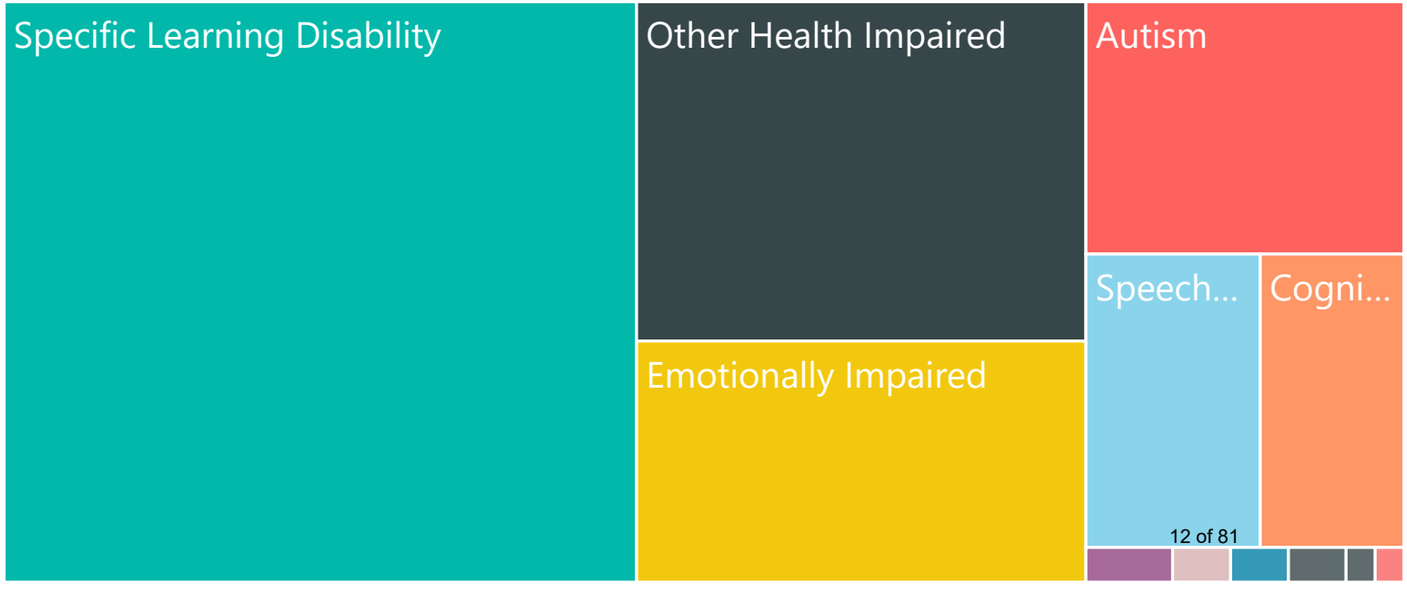


FARM Eligibility
March 31, 2019



Disability

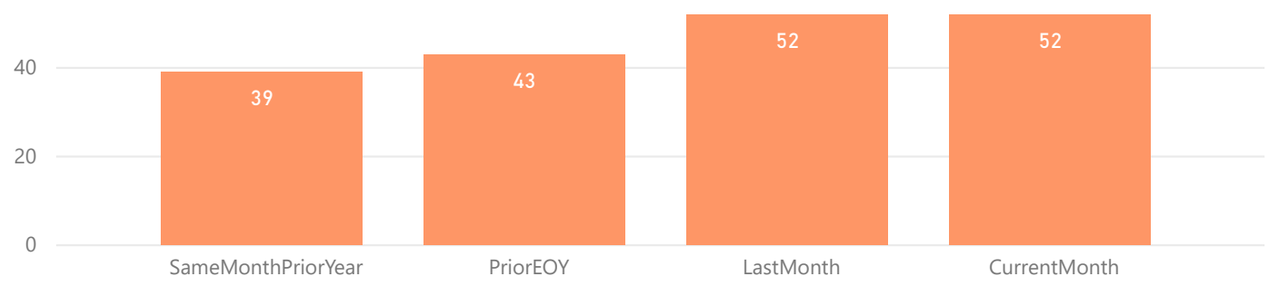
Disability	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
Autism	60	65	80	80
Cognitive Disability	22	20	41	42
Emotionally Impaired	95	84	108	108
Hearing Impaired	3	3	1	2
Multiple Disabilities	1	2	1	1
Other	24	22	3	3
Other Health Impaired	126	131	151	152
Physical Disability	1	1	1	1
Specific Learning Disability	253	239	360	366
Speech/Language Impaired	42	45	49	51
Traumatic Brain Injury	1	1	2	2
Visually Impaired	1	1	2	2



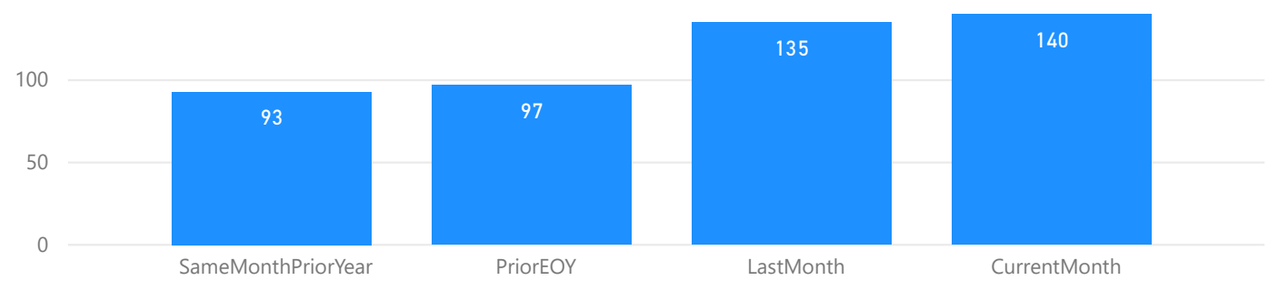
Reach Cyber Charter School

March 31, 2020

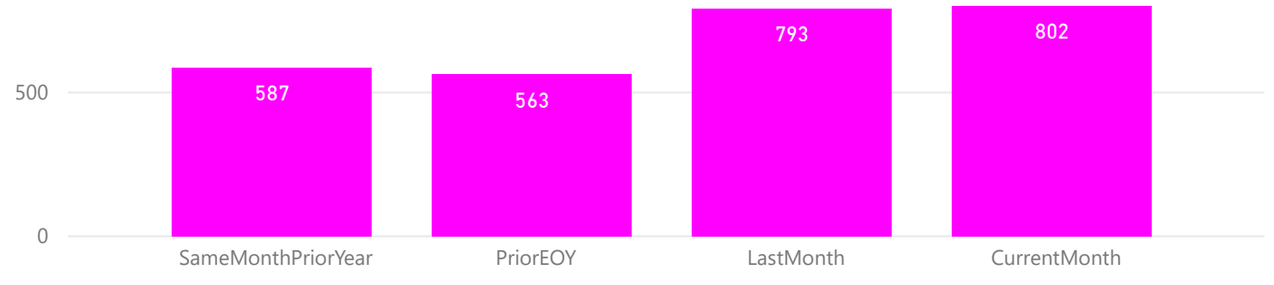
Gifted



Plan504



IEP



Currently Enrolled

3765

Gifted

1%

Plan504

4%

IEP

21%

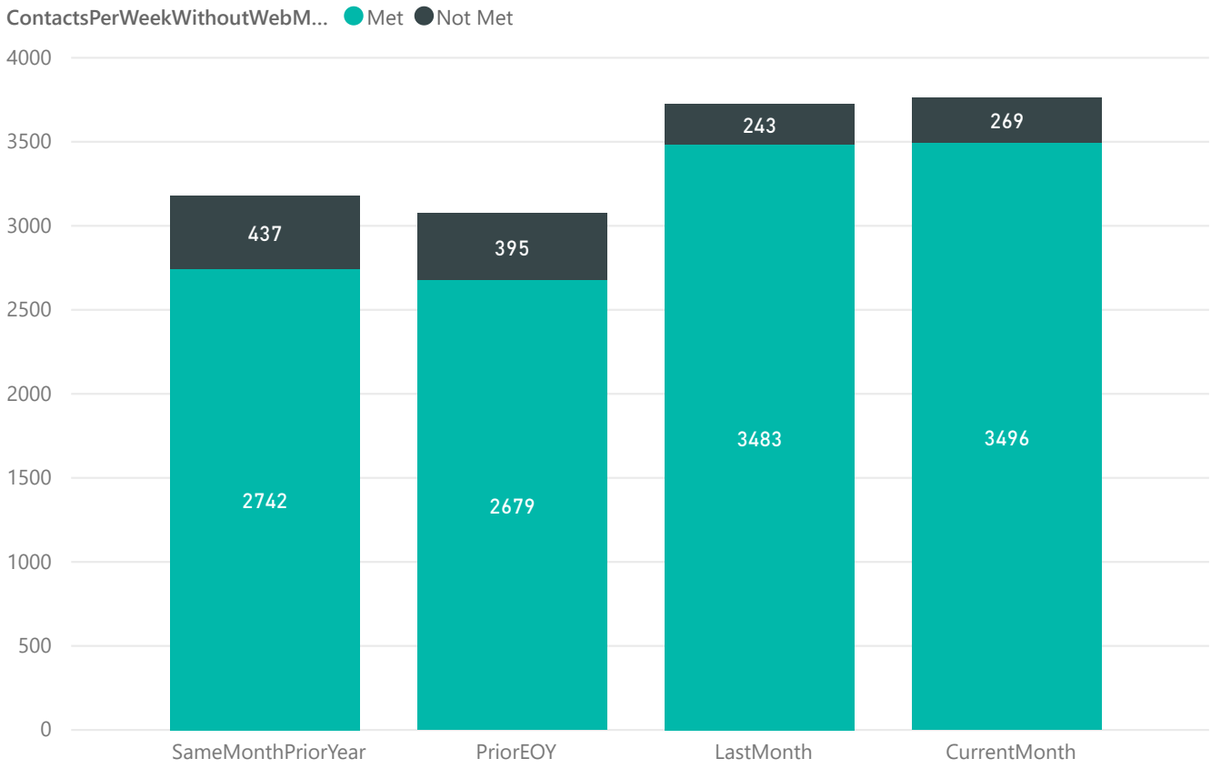
Not in Special Population

74%

Reach Cyber Charter School

March 31, 2020

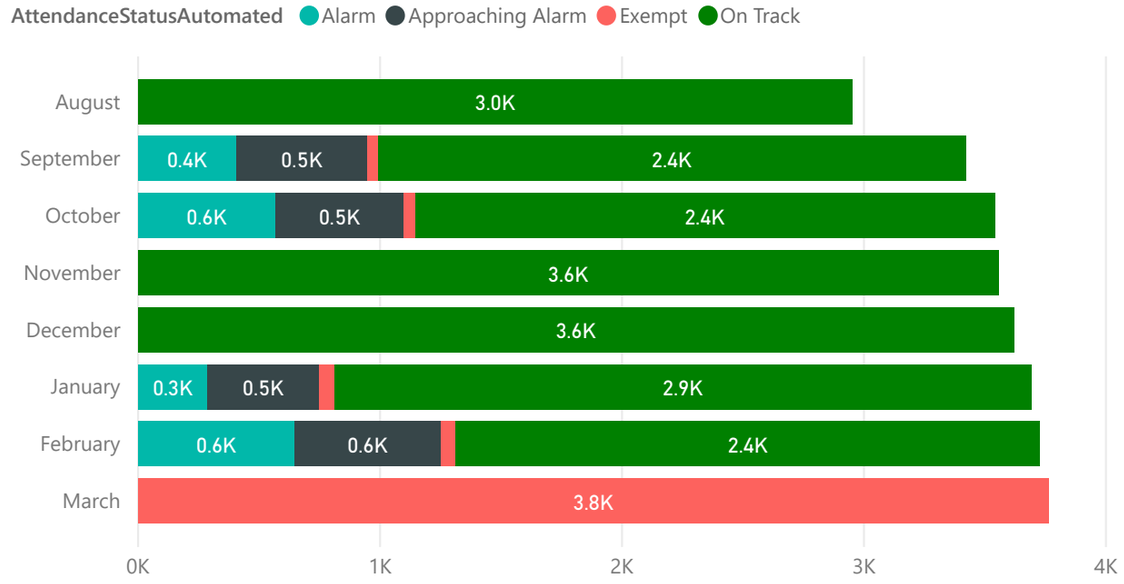
Contacts Per Week



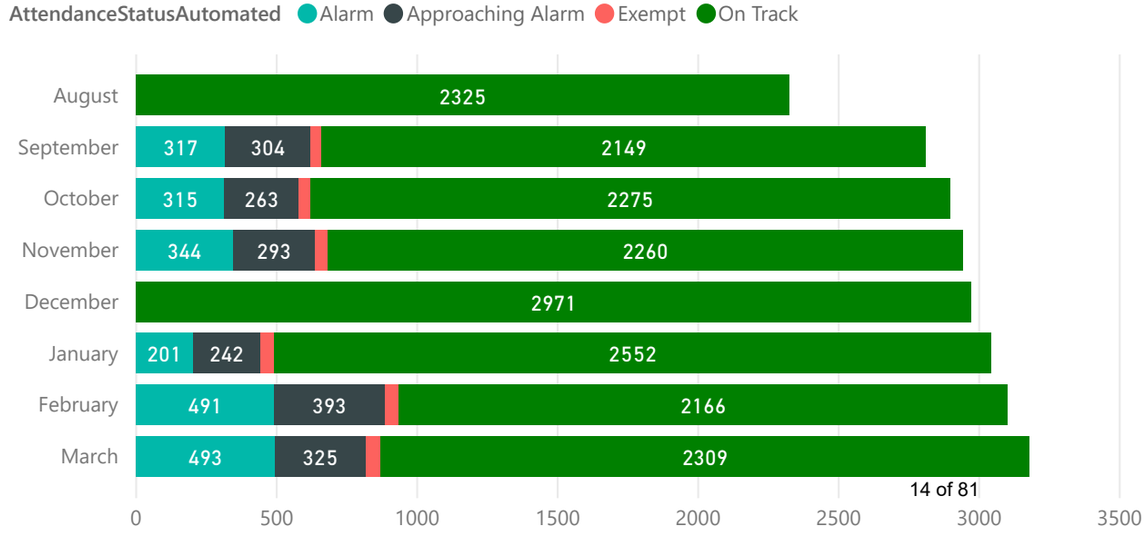
Currently Enrolled

3765

School Year: 2019-2020



School Year: 2018-2019



Reach Cyber Charter School

March 31, 2020

Average Participation

GradeDistribution	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
PK-2	98%	98%	101%	71%
3-5	92%	101%	97%	68%
6-8	92%	100%	89%	64%
9-12	79%	96%	87%	61%
Total	**87%**	**98%**	**90%**	**64%**

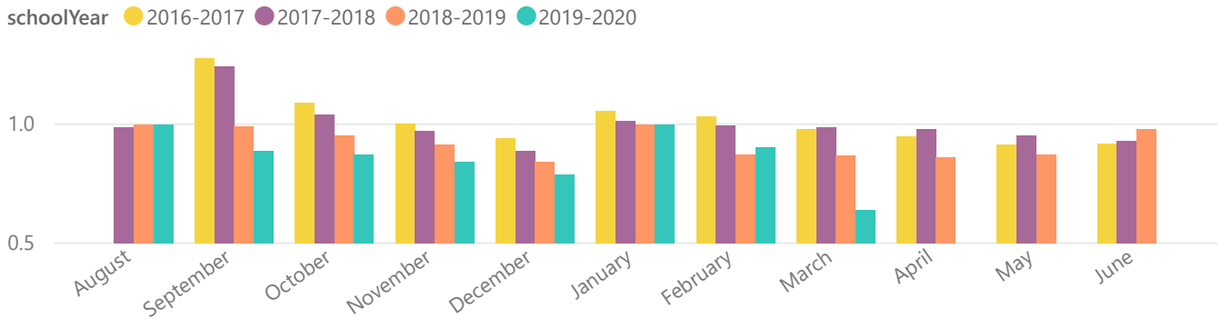
Average Performance

GradeDistribution	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
PK-2	84%	83%	85%	81%
3-5	73%	75%	75%	69%
6-8	67%	70%	71%	67%
9-12	65%	71%	71%	66%
Total	**69%**	**73%**	**73%**	**69%**

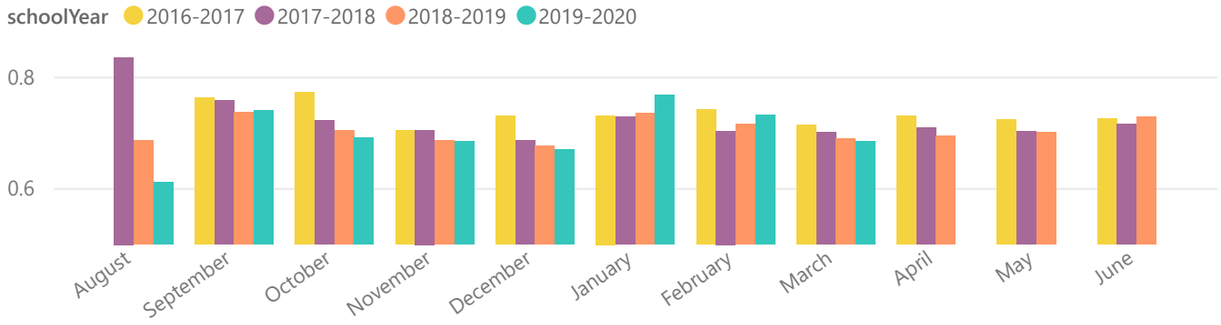
Average Attendance

GradeDistribution	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
PK-2	107%	112%	103%	105%
3-5	110%	116%	107%	108%
6-8	106%	111%	101%	104%
9-12	102%	108%	98%	100%
Total	**105%**	**111%**	**101%**	**103%**

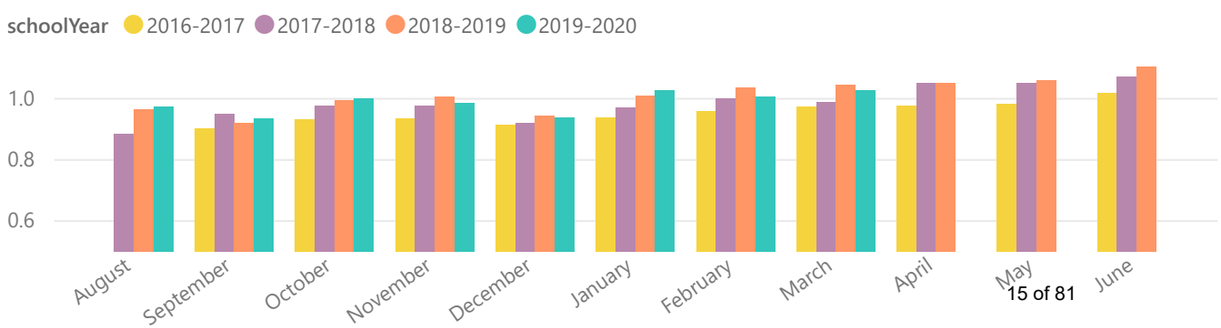
Average Total Participation



Average Total Performance



Average Total Attendance



Currently Enrolled	Total YTD Enrolled
3765	4834

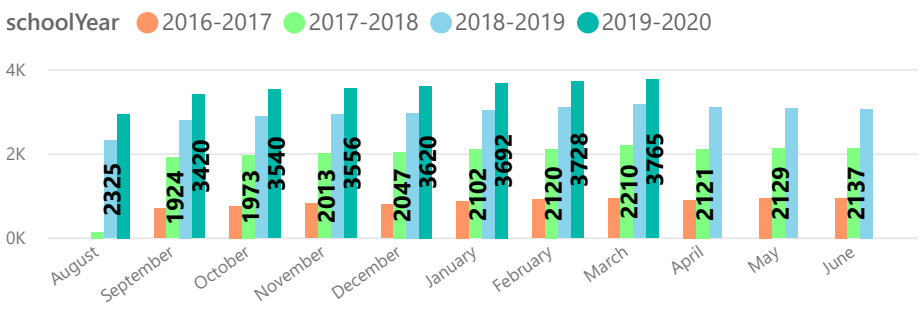
Reach Cyber Charter School
March 31, 2020

Current Enrollment Month-Over-Month Change
1%

Enrollment Services Complete (Stage 4)
5002

Current Enrollment Year-Over-Year Change
18%

Monthly Student Current Enrollment Comparison



Total YTD Enrollment

ReportPeriod	SameMonthPriorYear		CurrentMonth	
Withdrawal Category	Student Count	%CT Student Count	Student Count	%CT Student Count
Enrolled, Not Grad	3181	78%	3767	78%
Graduated	19	0%	69	1%
Prior To Engagement	75	2%	78	2%
Withdrawal During School Year	825	20%	920	19%
Total	**4100**	**100%**	**4834**	**100%**

New & Returning

ReportPeriod	SameMonthPriorYear		CurrentMonth	
New or Returning	Students	%CT Students	Students	%CT Students
New	1986	62.47%	2063	54.79%
Returning	1193	37.53%	1702	45.21%

Household Data

Household Data	SameMonthPriorYear	CurrentMonth
Active	2510	2987
Graduated	19	68
WD During School Year	652	755
WD Prior To Engagement	66	73

Students Per Active Household

SameMonthPriorYear	CurrentMonth
1.27	1.26

Grade Distribution

ReportPeriod	SameMonthPriorYear		CurrentMonth	
GradeDistribution	Students	%CT Students	Students	%CT Students
PK-2	**421**	**13%**	**433**	**12%**
KG	129	4%	154	4%
1	130	4%	128	3%
2	162	5%	151	4%
3-5	**462**	**15%**	**550**	**15%**
3	132	4%	181	5%
4	142	4%	174	5%
5	188	6%	195	5%
6-8	**862**	**27%**	**996**	**26%**
6	255	8%	254	7%
7	277	9%	370	10%
8	330	10%	372	10%
9-12	**1433**	**45%**	**1786**	**47%**
9	507	16%	520	14%
10	401	13%	486	13%
11	283	9%	375	10%
12	242	8%	405	11%
Total	**3178**	**100%**	**3765**	**100%**

Withdrawal Reason

Withdrawal Reason	SameMor
Another Reason (EOY Import; See Parent ITW)	
Applying for next school year	
Applying for next year	
Different/Better Schooling Option (Not related to socialization)	
Enrollment was intended to be short term and is no longer needed for my student.	
Generally dissatisfied with curriculum/course options	
Getting started with the school was too difficult	
Inactivity	
Inactivity/Lack of Attendance	
Life change	
Mismatch Academic	
Mismatch Family Schedule	
My student is pursuing GED	
My student wants to return to a traditional school setting for other (non-socialization related) reasons.	
My student wants to return to a traditional school setting for socialization reasons.	
No reason provided	
Pursue GED	

Reach Cyber Charter School
March 31, 2020

Gender

Gender	SameMonthPriorYear	CurrentMonth
	1	1
F	1762	2023
M	1416	1740
X		1

Primary Language

Home Language	SameMonthPriorYear	CurrentMonth
English	1277	1018
Spanish	89	159
Russian	5	1
Arabic	17	8
Urdu	1	4
Another Language	188	164
No Language Reported	1602	2411

Disability

Disability	SameMonthPriorYear	CurrentMonth
Autism	60	80
Cognitive Disability	22	42
Emotionally Impaired	95	108
Hearing Impaired	3	2
Multiple Disabilities	1	1
Other	24	3
Other Health Impaired	126	152
Physical Disability	1	1
Specific Learning Disability	253	366
Speech/Language Impaired	42	51
Traumatic Brain Injury	1	2
Visually Impaired	1	2

Gifted

Gifted	SameMonthPriorYear	CurrentMonth
Yes	39	52

Plan 504

Plan504	SameMonthPriorYear	CurrentMonth
504	93	140

IEP

IEP	SameMonthPriorYear	CurrentMonth
IEP	587	802

Gifted	Plan504
1%	4%

IEP	Not in Special Population
21%	74%

Ethnicity

Ethnicity	SameMonthPriorYear	CurrentMonth
Hispanic or Latino	438	529
Not Hispanic or Latino	2739	3234

Race

Race	SameMonthPriorYear	CurrentMonth
American Indian or Alaskan Native	128	153
Asian	68	77
Black/African American	915	1158
Native Hawaiian or Other Pacific Islander	40	44
White	2342	2707

Household FARM Eligibility

HouseholdFARMEligibility	SameMonthPriorYear	CurrentMonth
Applied-Does not qualify	504	602
Family Reported-Does not qualify	232	263
Family Reported-Does not qualify,Refused to report	1	
Qualifies for free	1030	1163
Qualifies for reduced	264	325
Refused to report	519	602

Distinct Race/Ethnicity

Distinct Race/Ethnicity	SameMonthPriorYear	CurrentMonth
American Indian or Alaskan Native	21	23
Asian	29	35
Black/African American	639	794
Hispanic or Latino	438	529
Multiple Races	215	266
Native Hawaiian or Other Pacific Islander	2	2
Not Indicated	2	2
White	1833	2114

Prior Schooling

Prior Schooling	SameMonthPriorYear	CurrentMonth
Charter School (Public)	244	301
Home School	203	189
No Prior School	281	355
Online (Virtual) Public School	303	351
Private/Parochial School	167	194
Public School	1865	2227
Prior Schooling Not Reported	116	148

Reach Cyber Charter School
March 31, 2020

Contacts Per Week

ContactsPerWeekWithoutWebMail	SameMonthPriorYear	CurrentMonth
Met	2742	3496
Not Met	437	269

Attendance Status

AttendanceStatusAutomated	SameMonthPriorYear	CurrentMonth
Alarm	493	
Approaching Alarm	325	
Exempt	52	3765
On Track	2309	

Average Participation

GradeDistribution	SameMonthPriorYear	CurrentMonth
PK-2	98%	71%
3-5	92%	68%
6-8	92%	64%
9-12	79%	61%
Total	**87%**	**64%**

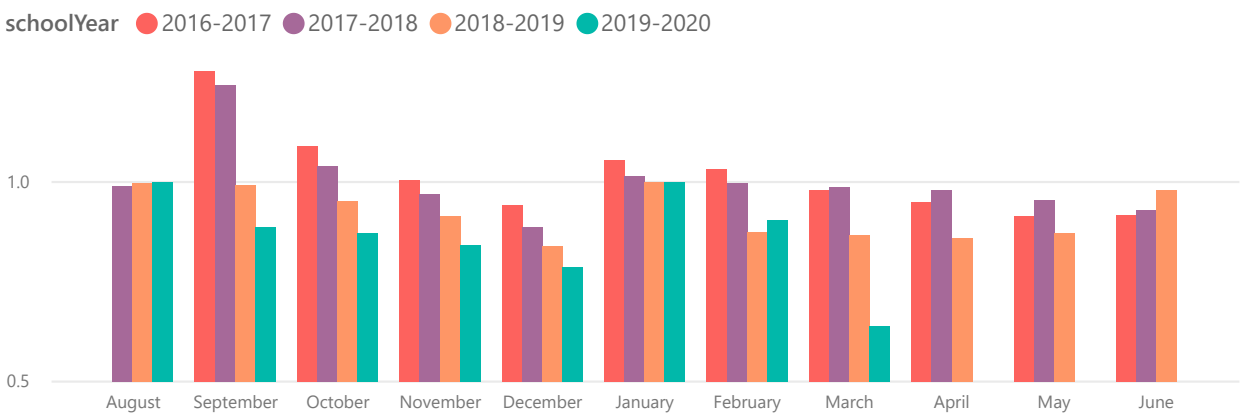
Average Performance

GradeDistribution	SameMonthPriorYear	CurrentMonth
PK-2	84%	81%
3-5	73%	69%
6-8	67%	67%
9-12	65%	66%
Total	**69%**	**69%**

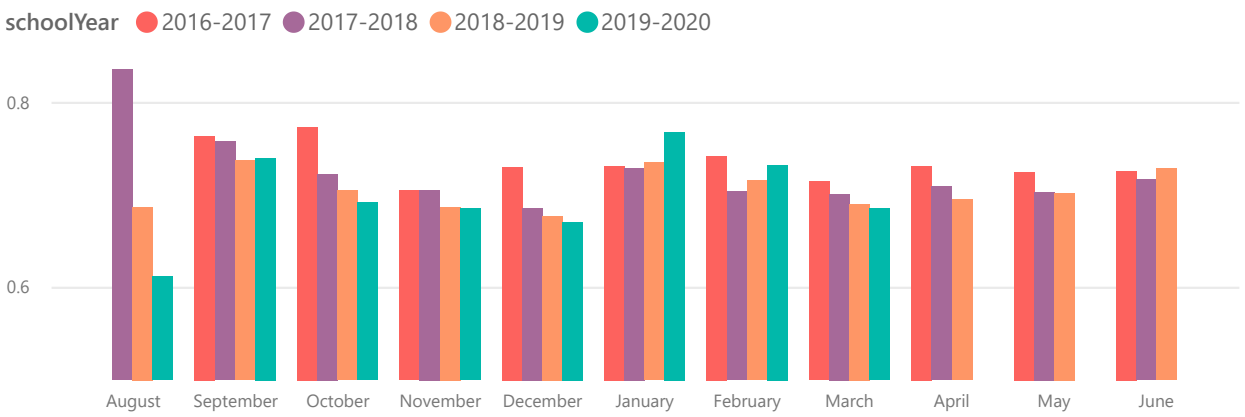
Average Attendance

GradeDistribution	SameMonthPriorYear	CurrentMonth
PK-2	107%	105%
3-5	110%	108%
6-8	106%	104%
9-12	102%	100%
Total	**105%**	**103%**

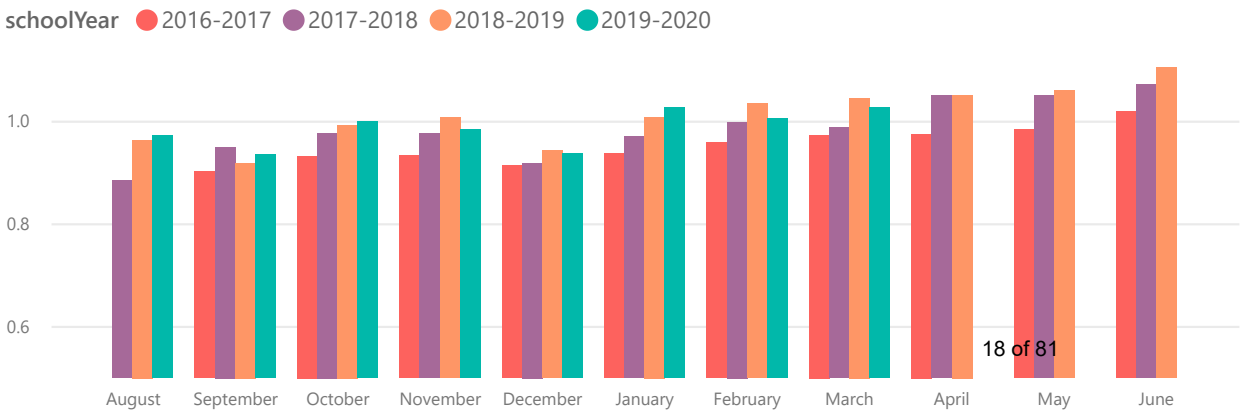
Average Total Participation



Average Total Performance



Average Total Attendance



Reach Cyber Charter School
Revenue and Expense Statement
For the Period Ended March 31, 2020

	March-20 Actual	YTD Actual	Annual Forecast	Annual Budget	Forecast vs Budget	Forecast vs. Budget Variance
Forecasted Enrollment						
Forecasted ADM			3,570	3,942	(372)	-9.4%
Forecasted Total Enrollment			4,982	6,046	(1,064)	-17.6%
Forecasted Funded Enrollment			3,711	3,892	(181)	-4.6%
Revenue						
State Funding	8,679,938.60	41,795,093.18	55,301,157.52	54,781,728.00	519,429.52	0.9%
Federal Funding	75,618.23	1,024,205.79	1,712,754.90	1,752,427.00	(39,672.10)	-2.3%
Other Funding	28,130.86	183,045.24	220,675.00	21,000.00	199,675.00	950.8%
Total Revenue	**8,783,687.69**	**43,002,344.21**	**57,234,587.42**	**56,555,155.00**	**679,432.42**	**1.2%**
Program Expenses						
Compensation Expense						
Administration Staff	361,537.36	3,061,215.78	4,885,104.87	5,013,020.00	127,915.13	2.6%
Instructional Staff	1,667,872.47	12,673,308.68	21,364,296.19	22,560,802.00	1,196,505.81	5.3%
Total Compensation Expense	**2,029,409.83**	**15,734,524.46**	**26,249,401.06**	**27,573,822.00**	**1,324,420.94**	**4.8%**
Fee Based Expenses						
Enrollment/Unit Based Fees	2,191,748.73	14,659,240.38	20,908,936.23	23,213,988.00	2,305,051.77	9.9%
Total Fee Based Expenses	**2,191,748.73**	**14,659,240.38**	**20,908,936.23**	**23,213,988.00**	**2,305,051.77**	**9.9%**
Other School Expenses						
Assessment	(4,033.89)	64,748.39	187,000.00	482,000.00	295,000.00	61.2%
Employee Related	(6,705.28)	199,437.85	411,000.00	489,000.00	78,000.00	16.0%
Facilities	49,365.71	600,187.12	898,000.00	668,120.00	(229,880.00)	-34.4%
Governance	(9,055.68)	137,357.80	184,381.00	197,500.00	13,119.00	6.6%
Instructional	(1,376.49)	280,694.63	1,871,260.00	743,260.00	(1,128,000.00)	-151.8%
Professional Services	35,369.50	228,066.36	322,000.00	315,000.00	(7,000.00)	-2.2%
Student Related	497,155.53	1,715,583.37	2,437,000.00	2,667,000.00	230,000.00	8.6%
Pending Allocation	17,258.93	39,915.36	55,000.00	-	(55,000.00)	0.0%
Total Other School Expenses	**577,978.33**	**3,265,990.88**	**6,365,641.00**	**5,561,880.00**	**(803,761.00)**	**-14.5%**
Total Program Expenses	**4,799,136.89**	**33,659,755.72**	**53,523,978.29**	**56,349,690.00**	**2,825,711.71**	**5.0%**
Net Increase (Decrease)	**3,984,550.80**	**9,342,588.49**	**3,710,609.13**	**205,465.00**	**3,505,144.13**	
Beginning fund balance	**14,933,448.76**	**9,575,411.07**	**9,575,411.07**			
Ending fund balance	**18,917,999.56**	**18,917,999.56**	**13,286,020.20**			

Reach Cyber Charter School
Balance Sheet
March 31, 2020

ASSETS		
Cash and Short Term Investments:		
Cash:Checking	$	2,333,678.81
Cash:Money Market Account		13,527,975.56
Total Cash and Short Term Investments		***15,861,654.37***
Other Current Assets:		
Current State Receivables - FY20		6,074,818.89
PY State Receivables - FY19		349,531.02
SHARRS Receivable - FY19		46,592.75
Allowance for Doubtful Accounts		(142,340.91)
Prepaid Rent		38,819.79
Total Other Current Assets		***6,367,421.54***
Fixed Assets:		
Property Plant & Equipment:		
Computer Hardware		48,121.10
Leasehold Improvements		212,123.35
Furniture		103,706.34
Accum Depr:Computer Hardware		(40,393.87)
Accum Depr:Leasehold Improvements		(64,356.29)
Accum Depr: Furniture		(36,537.83)
Net Fixed Assets		***222,662.80***
Other Assets:		
Security Deposit		8,916.65
Total Other Assets		***8,916.65***
Total Assets	***$***	***22,460,655.36***
LIABILITIES		
Current Liabilities:		
Invoices:-		
Due to (from) Pearson Online & Blended Learning	$	3,006,481.79
Pension Payable		160,217.68
Payroll Taxes Payable		167.95
Accounts Payable		2,861.31
Accrued Expenses		115,343.55
Payable to District		34,920.73
Total Current Liabilities		***3,319,993.01***
Total Liabilities		***3,319,993.01***
FUND BALANCE		
Invested in Capital		222,662.80
Reserved Fund Balance		4,597,020.25
Undesignated Fund Balance		14,320,979.31
Ending Fund Balance		***19,140,662.36***
Total Liabilities and Fund Balance	***$***	***22,460,655.36***

Reach Cyber Charter School
Schedule of Revenue
For the Period Ended March 31, 2020

	March-20 Actual	YTD Actual	Annual Forecast	Annual Budget	Actuals vs. Budget Variance
Revenue					
State Funding					
Regular Education Funding	4,308,871.70	25,912,668.73	34,296,179.20	35,942,309.00	(1,646,129.80)
State- Prior Year	(39,249.37)	49,076.17	49,076.18	-	49,076.18
Special Education Funding	4,410,316.27	15,833,348.28	20,955,902.14	18,839,419.00	2,116,483.14
Total State Funding	**8,679,938.60**	**41,795,093.18**	**55,301,157.52**	**54,781,728.00**	**519,429.52**
Federal					
Title I	59,142.93	828,000.86	887,144.00	1,072,000.00	(184,856.00)
Title IIA	6,427.40	80,130.83	96,414.00	153,000.00	(56,586.00)
Title III	-	-	1,284.00	-	1,284.00
IDEA	-	-	581,314.90	466,000.00	115,314.90
Title IV	4,500.40	49,503.60	67,506.00	60,000.00	7,506.00
CSI	5,547.50	66,570.50	77,665.00	-	77,665.00
Erate	-	-	1,427.00	1,427.00	-
Total Federal & Other Programs Funding	**75,618.23**	**1,024,205.79**	**1,712,754.90**	**1,752,427.00**	**(39,672.10)**
Other Funding					
Interest Income	28,130.86	172,814.48	204,000.00	10,000.00	194,000.00
Student Activities Income	-	10,230.76	16,675.00	11,000.00	5,675.00
Total Other Funding	**28,130.86**	**183,045.24**	**220,675.00**	**21,000.00**	**199,675.00**
Total Revenue	**8,783,687.69**	**43,002,344.21**	**57,234,587.42**	**56,555,155.00**	**679,432.42**

Reach Cyber Charter School
Schedule of Fees
For the Period Ended March 31, 2020

	March-20 Actual	YTD Actual	Annual Forecast	Annual Budget	Forecast vs Budget
SCHEDULE OF COMPENSATION:					
Administrative Compensation					
Salaries - Administration	268,545.62	2,280,270.32	3,626,313.92	3,686,044.00	59,730.08
Benefits - Administration	59,080.04	501,659.48	797,789.07	810,930.00	13,140.93
Pension - Administration	13,427.38	105,240.27	172,542.45	184,302.00	11,759.55
Taxes - Administration	20,484.32	174,045.72	288,459.43	331,744.00	43,284.57
Total Administrative Compensation	**361,537.36**	**3,061,215.78**	**4,885,104.87**	**5,013,020.00**	**127,915.13**
Instructional Compensation					
Salaries - Teachers	1,239,149.20	9,416,745.11	15,830,708.36	16,588,825.00	758,116.64
Benefits - Teachers	272,612.82	2,064,799.62	3,475,871.53	3,649,541.00	173,669.47
Pension - Teachers	61,957.51	446,043.99	766,742.15	829,441.00	62,698.85
Taxes - Teachers	94,152.94	745,719.96	1,290,974.14	1,492,995.00	202,020.86
Total Instructional Compensation	**1,667,872.47**	**12,673,308.68**	**21,364,296.19**	**22,560,802.00**	**1,196,505.81**
Total Compensation	**2,029,409.83**	**15,734,524.46**	**26,249,401.06**	**27,573,822.00**	**1,324,420.94**
SCHEDULE OF FEES:					
Enrollment/Unit Based Fees					
Curriculum and Instructional Support Services	668,806.67	4,473,387.10	6,380,157.64	7,182,191.00	802,033.36
Direct Course Instruction Support	12,093.40	96,659.80	127,931.03	-	(127,931.03)
Enrollment/Placement/Student Support Services	339,340.00	2,697,320.10	3,599,274.84	4,238,552.00	639,277.16
Facilities Support Services	2,083.33	18,750.00	25,000.00	25,000.00	-
Professional Development Services	38,500.00	228,862.50	346,190.00	365,977.00	19,787.00
School Business Support Services	59,648.00	346,570.72	524,653.25	567,716.00	43,062.75
School Operations Support Services	242,320.00	1,407,943.55	2,131,403.82	2,306,347.00	174,943.18
School Staff Support Services/Human Resources Support	146,300.00	869,677.50	1,315,522.00	1,390,714.00	75,192.00
Short Term Substitute Teachers	13,500.00	79,200.00	104,823.53	-	(104,823.53)
Student Connexus License	260,960.00	1,516,246.90	2,295,357.96	2,483,758.00	188,400.04
Student Technology Assistance Services	408,197.33	2,924,622.21	4,058,622.16	4,653,733.00	595,110.84
Total Enrollment/Unit Based Fees	**2,191,748.73**	**14,659,240.38**	**20,908,936.23**	**23,213,988.00**	**2,305,051.77**
Total Fee Based Expenses	**2,191,748.73**	**14,659,240.38**	**20,908,936.23**	**23,213,988.00**	**2,305,051.77**

Reach Cyber Charter School
Schedule of Other Expenses
For the Period Ended March 31, 2020

	March-20 Actual	YTD Actual	Annual Forecast	Annual Budget	Forecast vs. Budget Variance
SCHEDULE OF OTHER SCHOOL EXPENSES:					
Assessment					
Student Testing & Assessment	(4,033.89)	64,748.39	187,000.00	482,000.00	295,000.00
Total Assessment	**(4,033.89)**	**64,748.39**	**187,000.00**	**482,000.00**	**(295,000.00)**
Employee Related					
Staff Recruiting/Background Checks	-	559.62	25,000.00	50,000.00	25,000.00
Staff Training/Prof. Dvlpmt	(14,219.03)	147,972.06	230,000.00	250,000.00	20,000.00
Team Building	-	-	14,000.00	27,000.00	13,000.00
Travel- Nurse	-	-	2,000.00	7,000.00	5,000.00
Travel and Conferences	7,513.75	50,906.17	140,000.00	155,000.00	15,000.00
Total Employee Related	**(6,705.28)**	**199,437.85**	**411,000.00**	**489,000.00**	**78,000.00**
Facilities					
Capital Outlay	5,205.00	100,690.00	145,000.00	145,000.00	-
Copiers/ Reproduction	1,248.69	3,497.36	17,000.00	19,000.00	2,000.00
Internet	534.99	8,730.47	23,000.00	26,000.00	3,000.00
Maintenance & Repairs	-	9,464.31	25,000.00	30,000.00	5,000.00
Office Postage	133.77	7,691.88	22,000.00	24,000.00	2,000.00
Office Supplies	1,502.79	20,273.65	45,000.00	53,000.00	8,000.00
Office Rent	39,997.18	312,946.14	450,000.00	191,000.00	(259,000.00)
Other School Expense	-	-	8,000.00	11,000.00	3,000.00
Rent Operating Expense	-	-	-	21,120.00	21,120.00
Small Office Equipment	741.99	121,891.54	140,000.00	140,000.00	-
Telephone	1.30	15,001.77	23,000.00	8,000.00	(15,000.00)
Total Facilities	**49,365.71**	**600,187.12**	**898,000.00**	**668,120.00**	**(229,880.00)**
Governance					
Accreditation	-	1,200.00	1,200.00	-	(1,200.00)
Banking Fees	246.52	3,700.23	6,000.00	5,000.00	(1,000.00)
Board-Related Expenses	-	738.04	11,000.00	20,000.00	9,000.00
Dues	(9,302.20)	70,538.53	90,000.00	48,000.00	(42,000.00)
External Audit	-	-	15,000.00	20,000.00	5,000.00
D&O Insurance	-	2,418.00	2,418.00	4,500.00	2,082.00
Insurance Expenses	-	58,763.00	58,763.00	100,000.00	41,237.00
Total Governance	**(9,055.68)**	**137,357.80**	**184,381.00**	**197,500.00**	**13,119.00**
Instructional					
Other Curriculum	578.65	87,928.04	118,000.00	90,000.00	(28,000.00)
STEM Programmatic Expenses	(1,955.14)	192,766.59	1,753,260.00	653,260.00	(1,100,000.00)
Total Instructional	**(1,376.49)**	**280,694.63**	**1,871,260.00**	**743,260.00**	**(1,128,000.00)**
Professional Services					
Accounting Services	-	157,185.30	240,000.00	240,000.00	-
Legal Services	34,456.00	69,870.27	75,000.00	75,000.00	-
Other Consultants	913.50	1,010.79	7,000.00	-	(7,000.00)
Total Professional Services	**35,369.50**	**228,066.36**	**322,000.00**	**315,000.00**	**(7,000.00)**
Student Related					
Community Coordinators	-	8,000.00	10,000.00	10,000.00	-
Contracted Pupil Health Support	-	5,000.00	9,000.00	12,000.00	3,000.00
School Discretionary Targeted Outreach	6,065.04	24,963.90	50,000.00	50,000.00	-
Extracurricular Activities	-	-	25,000.00	95,000.00	70,000.00
Graduation Expense	(33,841.03)	7,054.69	25,000.00	45,000.00	20,000.00
Student Technology Support Stipend	306,467.80	597,263.78	974,000.00	1,071,000.00	97,000.00
SPED Related Services	184,399.50	964,647.25	1,209,000.00	1,329,000.00	120,000.00
Student Activities	34,064.22	108,653.75	135,000.00	55,000.00	(80,000.00)
Total Student Related	**497,155.53**	**1,715,583.37**	**2,437,000.00**	**2,667,000.00**	**230,000.00**
Pending Allocation					
Expenses Pending Allocation	17,258.93	39,915.36	55,000.00	-	(55,000.00)
Total Pending Allocation	**17,258.93**	**39,915.36**	**55,000.00**	**-**	**(55,000.00)**
Total Other Expenses	**577,978.33**	**3,265,990.88**	**6,365,641.00**	**5,561,880.00**	**(803,761.00)**

SY20-21 Product Memo

Introduction

The upcoming school year promises to be an exciting and impactful one for Connections Academy schools and OBL. Over the past nineteen years, we have been honored to serve you, the staff at your schools, families, and other stakeholders. One of our commitments is to listen to what you and your stakeholders have to say and then act on it using our expertise in school services, curriculum, and technology. We are excited for this upcoming school year because our efforts to transform the way we serve you will come to life.

Our key focus for SY20/21 is to deliver significant improvements to the platform and curriculum, two critical parts of what OBL provides your schools. After careful planning and keeping students, families, teachers, and staff at the center of the effort, several schools will be using new products this year.

- *Curriculum:* OBL's effort to transform its curriculum, also known as ***Polaris,*** is well underway and set to deliver nearly 20 courses this upcoming year. More than 500 staff from 31 schools already have access to a testing environment where they are providing feedback on 2,500+ learning objects across our catalog.

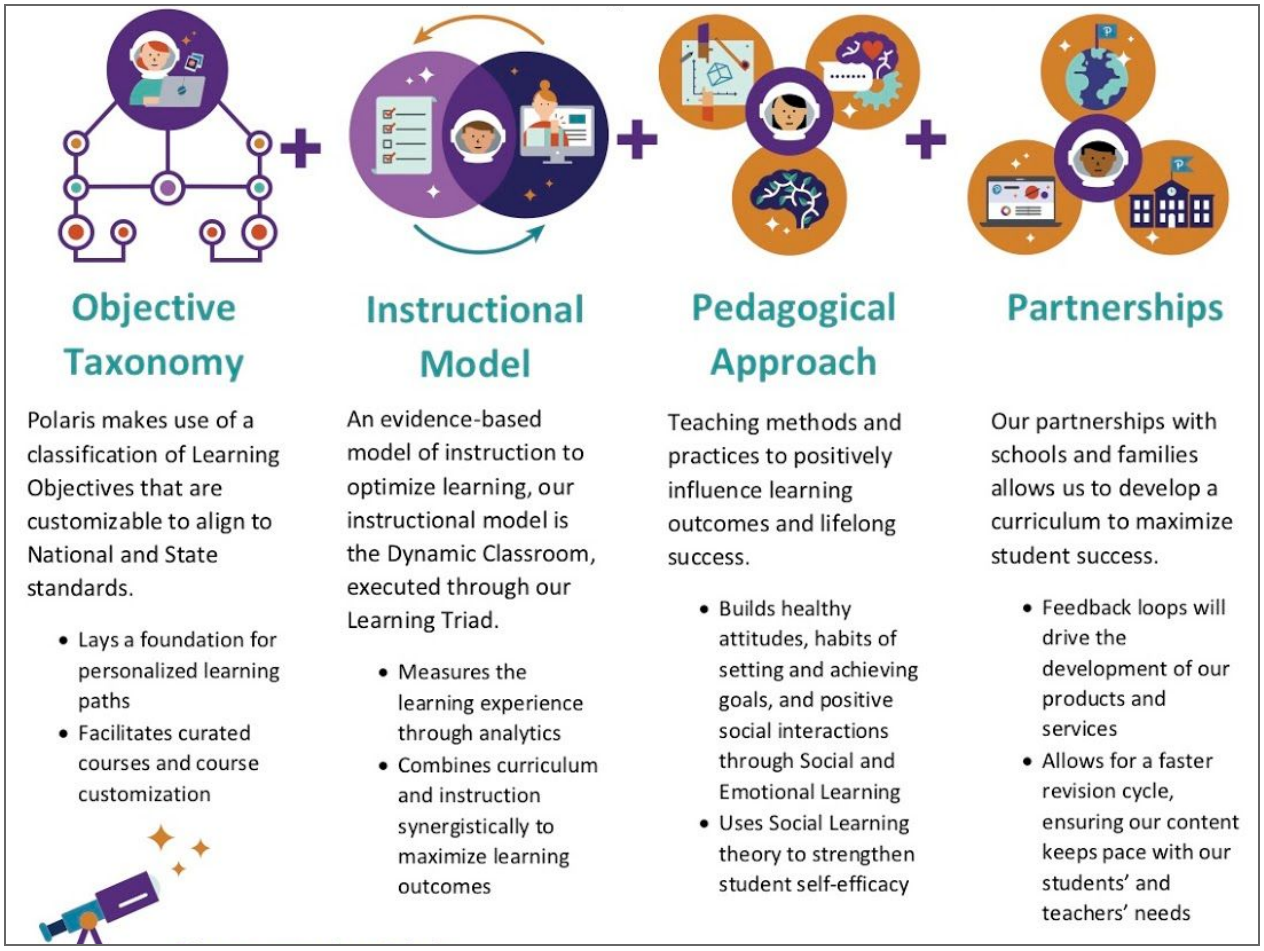
- *Platform:* Nine Connections Academy schools will be a part of the beta program for the new platform, ***Pearson Connexus*** (PCx), representing more than 10,000 students and over 500 school staff. Parts of PCx are already in use such as the new enrollment system which successfully went live this past February.

Below we share some additional details and goals about OBL's areas of transformation.

Curriculum

2020 will be a milestone year for OBL, as we have taken the first steps towards transforming our curriculum. Starting in 2020, we will begin to introduce a new Core Curriculum to our catalog. Over the next four years, we will work to completely overhaul our catalog of courses to ensure stronger coverage of national and state standards, to re-engineer our courses for continuous improvements and customizations, and to lay the foundation for personalized and adaptive learning. You will be hearing more about ***Polaris,*** the program to transform our curriculum, and its adoption over the coming months and years.

As a brief overview, the curriculum transformation known as ***Polaris*** has four parts and are noted in the graphic below:



It's also important to note that as we work towards transforming the curriculum, OBL will continue to offer and support its current catalog of courses available on V2, enabling us to work with schools towards an adoption plan that best meets their needs (charter renewals, course approvals, improvement plans).

OBL plans on making updates & improvements to the current V2 catalog including:

- Sunset to Flash assets
- Updated world language courses
- Continued investments in middle school math through Course Customizations

Pearson Connexus

The other transformational undertaking at OBL is Pearson Connexus, also called PCx. The new platform will power the Connections Academy student experience from enrollment through graduation with modern user experiences designed to serve the anytime-anywhere needs of virtual schools, teachers, and online learners.

SY20/21 will be an important milestone for OBL and the nine beta program schools (Arizona Connections Academy, Arkansas Connections Academy, 6 California Connections Academies, and Wyoming Connections Academy). OBL is building enhancements to teacher workflows, student communications, and the family enrollment experience for this

upcoming school year. Significant effort and resources have been devoted to planning for the migration and developing the systems needed to support all school stakeholders. We look forward to updating you on our progress as the year progresses.

Benefits of PCx

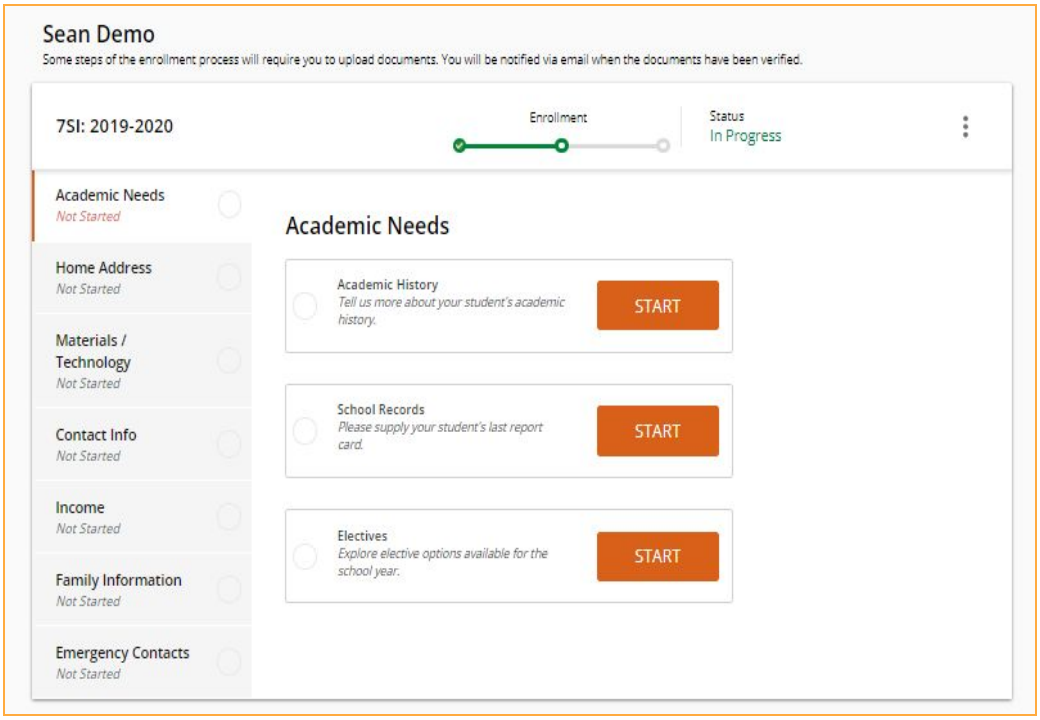
Improving both academic outcomes and the online school experience are critical for the success of your school, and the transition to PCx will play a large part in achieving these goals. OBL is working towards several outcomes that will differentiate PCx from our current platform (also known as Connexus or V2). While not all of these benefits may be present in SY20/21, the below represents the direction we are heading based on the feedback from you, school leaders, school staff, and families.

- *Engage and delight digitally-native learners*: PCx will offer an engaging modern, mobile friendly experience that makes learning more accessible and available at all times. OBL is also developing new ways for students to engage not just with the curriculum that goes beyond text, but also with their peers to make learning a group activity.
- *Enable next-generation teaching and learning:* PCx will provide teachers and students with improved tools to enhance learning. Teachers will benefit from increased access to learner data that help provide the right insights to improve learning. Students will benefit from adaptive learning that personalizes learning to each student's path. And both will benefit from enhanced communication tools that will deepen the student-teacher relationship.
- *Adapt to every student, teacher, and school:* We have heard from teachers and staff about the need to flex the technology and curriculum for their needs and PCx is being built to put more of that power back in the hands of your school's educators. Teachers will be able to adapt courses to student needs and create custom assessment items.
- *Simplify and automate what schools do:* Everyone has pressure on their time, and PCx will help teachers, families, and schools spend more time on the things that matter. Many manual tasks that are a burden on teacher and school staff time will be accomplished much faster in PCx (for example, automatically logging communications with students).

A Peek Inside PCx

To give you a sense of the new platform, the section below shares screenshots from PCx.

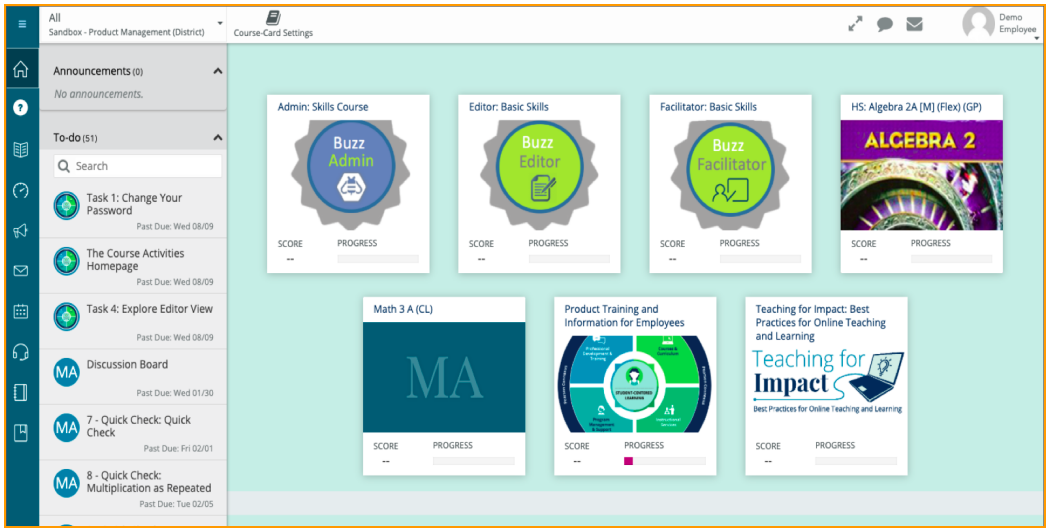
Families will experience a much improved enrollment system through a customer-centric portal that utilizes SalesForce technology. This includes a modern and mobile-friendly interface that has clear guideposts and calls-to-action. Families can also complete the process in a "choose your own adventure" style, providing information in the order that best suits them. Additionally, there is an initial screening of basic student information in order to more immediately notify families if their student is not eligible for a selected school and grade level.



A family's perspective during the enrollment process.

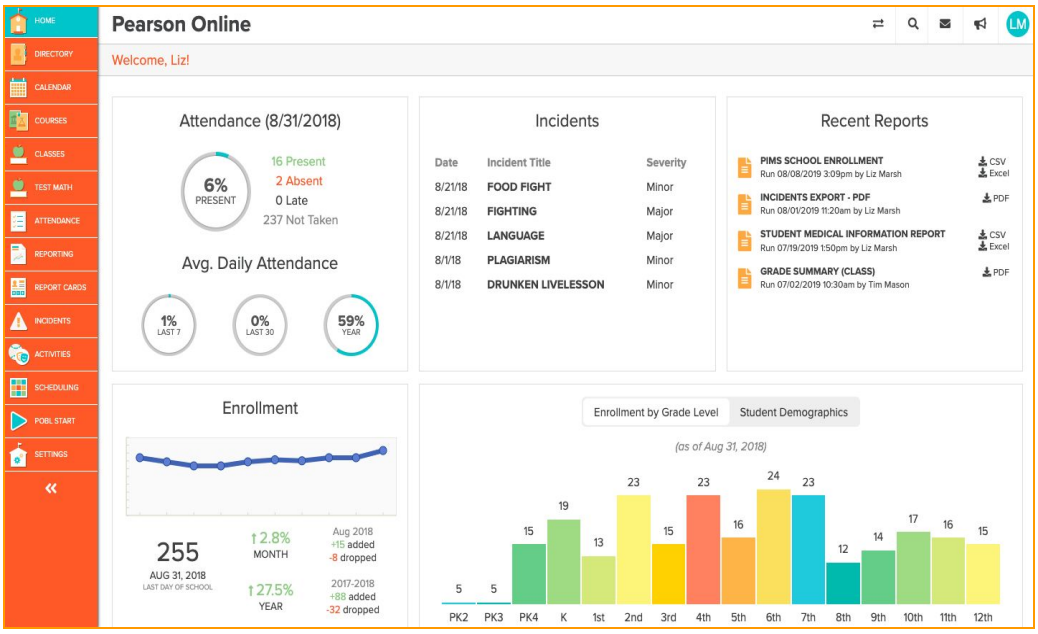
Students will see significant enhancements to their school experience in PCx. It starts with a centralized and secure authentication process with single login across the entire PCx ecosystem.

The core learning experience will be powered by Agilix Buzz, one of the top learning management systems in the sector. Students will be able to clearly see their tasks and decide where they want to start their day whether that is engaging in coursework, viewing the gradebook, or seeing the calendar and course pacing. They will also have a modern communications suite to interact with their teachers and school staff.



A view of the courses page in the learning management system.

For **Administrators,** key student information will be stored in one place with powerful and customizable reporting and analytics. The new student information system is powered by Alma, the newest and fastest-growing SIS company that offers out-of-the-box integrations with many state systems.



Above: A view of a Student Information System dashboard.

Curriculum and Pearson Connexus Timeline

The timeline for Curriculum and PCx follows the table below:

	SY 19/20	SY 20/21	SY 21/22	SY 22/23
Pearson Connexus (PCx)	*Technical Launch* *[Complete]* ->Stand up and integrate each system within our production environment ->Gather feedback to inform the next set of features and tools	*Partner School Beta Program* ->Migrate ACA, ARCA, CalCA, and WYCA to PCx for a more end-to-end experience ->Gather feedback to inform the next set of features and tools	*Full Migration* ->Migrate all customers to PCx ->Continue gathering feedback to inform ongoing improvements	
Curriculum	*Develop Infrastructure* *[Complete]* -> Establish framework, tools, and processes to enable ->Gather feedback to inform future development	*Publish Initial Courses* -> Introduce new courses across all grade levels (V2 only). ->Continue to gather feedback to inform future development	*Build the Catalogue* -> Introduce additional new courses on a rolling basis across all grade levels via PCx and V2.	

Existing Platform Improvements (Connexus V2)

While PCx and Polaris are key areas of innovation that will benefit Connections Academy schools, we will continue to make enhancements to improve the student, staff, and caretaker/learning coach experience on our existing platform for SY20/21.

Specifically we are:

- Enabling the current platform to serve the new Polaris curriculum to Connections Academy schools, especially its modern look-and-feel and next-generation assessment capabilities;
- Providing teachers with improved reports in order to more accurately assess student performance on the new curriculum;
- Enhancing academic integrity tools to improve the student and staff experience;
- Improving the caretaker/learning coach experience by enhancing the enrollment experience and building new capabilities within our support communities;
- Improving stability through upgrading our hardware and infrastructure so the current platform can continue to support our customers during peak usage times;
- Improving overall system security to continue to protect student data and privacy;
- Continuing to improve system performance through bug fixes and general enhancements to key functionality (e.g. reports, DataViews).

Conclusion

Together, Connections Academy schools and OBL have a lot to look forward to in SY20/21. OBL teams are working diligently to deliver the major goals for the year and look forward to maintaining a dialog with you and others about what to expect during this time of change.

While SY20/21 is a year of transformation for OBL, we remain keenly committed to delivering on other foundational products and services on which your schools depend. You can expect that OBL will continue to provide the high-level support and service that your stakeholders have come to expect.

Reach Cyber Charter School
MINUTES OF THE BOARD OF DIRECTORS MEETING
Wednesday, March 18, 2020 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

In an absence of quorum of Board of Directors members, Mr. Taylor advised that Oral Reports would be presented until additional members of the Board of Directors could join the meeting.

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

Board Members Joined During Meeting: Dave Biondo and Alex Schuh (via phone);

Board Members Absent: Joe Harford;

Guests: Joe Schell, Member of the Public; Jane Swan, School Leader; Karen Yeselavage, Jordann (J.D.) Smith, Scott Stuccio, Rachel Graver, Nancy Wagner, Cody Smith, John McMurray, Christine Miller, Andy Gribbin, Kelly McConnell, Cory Groff, Heather Berger, Jamie Miedel, Devon Rushanan, Clara Keeports and Erik Wiedman, School Staff (all via phone), and Greg McCurdy and Karen Eppinger (at the school office); Kevin Corcoran, Charter Choices, Financial Consultant; Jay W. Ragley, Amanda Jay, Laura Johnson, Melissa Brown, Megan Holston, Gary Corkran, Emily Lee, Jolie Rotar and Megann Arthur, Pearson Online and Blended Learning (POBL) staff (via phone).

II. Oral Reports

a. Executive Director's Report

i. Grant Award

Ms. Swan presented this item to the Board. She advised the Board that the school has been awarded $75,000 for continuous improvement and she discussed with the Board the work undertaken to date on plans to utilize grant funds in furtherance of school improvement and student success.

ii. CSI Status Update

This item was not discussed at this time.

iii. Enrollment and Staffing Report

Ms. Swan presented this item to the Board. She updated the Board on the school's current enrollment and discussed the onboarding of newly hired employees.

iv. State Testing Update

Ms. Swan advised the Board that state testing is currently scheduled for April, but noted that the school is awaiting further information on how to proceed given the current public health crisis. The Board discussed with Ms. Swan alternative assessments for students in the event that state testing is canceled.

[Mr. Wiedman joined the meeting at 9:16 a.m. via phone]

v. Graduation Plans

Ms. Swan excitedly advised the Board of the plans for the upcoming high school graduation ceremony for Reach, planned for June 9 at 6:00 p.m. at the Hershey Theater, and encouraged Board members to attend.

[Mr. Biondo joined the meeting at 9:23 a.m. via phone]

vi. COVID-19 Response Update

Ms. Swan presented this item to the Board. She updated the Board that the school office closed as of last Friday and will remain closed through the end of the month. At this time, the school office is planning to reopen on April 6, but will adjust according to state-issued guidance, if needed. Ms. Swan advised the Board that in line with state guidance, the school has ceased synchronous lessons, but during this period, students and families will be able to access curriculum and resources on the school's technology platform. Ms. Swan further notified the Board that School Leadership is meeting virtually on a regular basis to determine ongoing plans amid the public health crisis. She discussed with the Board her intention to provide modified services to students and families as allowed within state guidance. The Board held discussion on ways to support students in need of meals throughout the state during the period of school closure. The Board also discussed with Ms. Swan the services the school may provide to students and families under the current statewide school closure.

With a quorum of the Board of Directors present, Mr. Taylor called the meeting to order at 9:32 a.m. when all participants were present and able to hear each other. .

[Mr. Schuh joined the meeting at 9:37 a.m. via phone]

III. Public Comment

There were no public comments made at this time.

IV. Audit Committee, Committee of the Entire Board

a. Ratification of Financial Audit Report for the 2018-2019 School Year

Ms. Yeselavage presented this item to the Board. She reviewed the audit report for the fiscal year ending June 30, 2019, as included in the Board materials, and reminded Board members of the previous approval for the Board Treasurer to work with the school on filing by the required deadlines. Ms. Yeselavage highlighted key aspects of the report, and related to the Board that the audit firm indicated no findings; she advised that the report was the best result the school can achieve. Board members discussed the audit report, and expressed their satisfaction with the school and OBL for the results. There being no additional discussion, a motion was made and seconded as follows:

RESOLVED, the Audit Report for the fiscal year ending June 30, 2019, as presented, is hereby ratified.

The motion passed unanimously.

V. 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 March 18, 2020 Meeting of the Reach Cyber Charter School Board of Directors, as presented, is hereby approved.

The motion passed unanimously.

VI. Oral Reports

b. Executive Director's Report

i. Grant Award

This item was discussed earlier in the meeting.

ii. CSI Status Update

This item was not discussed at this time.

iii. Enrollment and Staffing Report

This item was discussed earlier in the meeting.

iv. State Testing Update

This item was discussed earlier in the meeting.

v. Graduation Plans

This item was discussed earlier in the meeting.

vi. COVID-19 Response Update

This item was discussed earlier in the meeting.

c. Financial Report

Ms. Yeselavage 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. Yeselavage further reviewed with the Board the school's balance sheet.

VII. 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 February 5, 2020 Board Meeting and Strategic Planning Retreat;
b. Approval of Staffing Report;
c. Approval of POBL Invoice(s) for January and February;
d. Approval of School Calendar for the 2020-2021 School Year;
e. Approval of Revision(s) to the 2019-2020 School Year State Specific School Handbook: Chaperone / Students Driving to Sanctioned Events Policy; and
f. Approval of Revision(s) to Employee Handbook: Expiration of Educational Credentials and Work at Home Policies; are hereby approved.

The motion passed unanimously.

VIII. Action Items

a. Approval of Accounting Software Vendor

Ms. Yeselavage advised the Board that she is undergoing analysis of the proposals received by prospective vendors for the school to work with as they begin assuming accounting responsibilities, and requested a Board Designee to finalize the chosen vendor. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that Approval of Board Treasurer as Board Designee to Review, Finalize and Execute accounting software vendor proposal, as discussed, is hereby approved.

The motion passed unanimously.

b. Approval of PowerSchool Proposal for HR Systems

Ms. Swan presented this item to the Board. She reminded the Board of the estimated scope of work expected from an HR Systems vendor, and advised the Board that the school has outstanding inquiries to address with the current primary potential vendor before making a final decision. Ms. Swan requested that the Board consider appointing a designee to assist the school in finalizing the vendor agreement. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that Approval of Board President as Board Designee to Review, Finalize and Execute Proposal for HR systems, as discussed, is hereby approved.

The motion passed unanimously.

IX. Information Items

a. Outreach Plan for the 2020-2021 School Year

Mr. Stuccio and Ms. Rotar provided a detailed review of the school's proposed Outreach Plan for the upcoming school year, as included in the Board materials. Mr. Stuccio highlighted current and projected enrollment numbers, as well as planned activities for student recruitment. Board members had extensive discussion on outreach efforts, and specific potential avenues for expanded student awareness of the program and recruitment.

b. State Account Relations (STAR) Update

Ms. Jay provided the Board with an update on recent legislative activities in the state, which may impact the school. Ms. Jay discussed with the Board the ongoing monitoring of state testing guidance.

i. Board Support Update

Ms. Jay advised the Board that she will be moving to a role outside of the organization and introduced Ms. Johnson as the Board's new representative for State Account Relations.

c. Partner School Leadership Team (PSLT) Update

Ms. Brown presented to the Board on behalf of Pearson Online & Blended Learning's (OBL) School Leadership Team. Ms. Brown expressed her gratitude to the Board for their support of Ms. Swan and the School Leadership team during this unprecedented situation. Ms. Brown assured the Board that she will remain available to Ms. Swan for any support needed as the situation continues to evolve.

d. Renewal Statement of Agreement (SOA) with POBL Update

Ms. Swan advised the Board that the school is reviewing the agreement and that she anticipates providing more updates at the next Board meeting.

X. Strategic Planning

a. Approval of Expenditure for STEM Kits: Aquaphoenix Quote

Ms. Swan presented the proposed STEM kit quote to the Board, as included in the Board materials. She discussed with the Board the benefits of increased student engagement that the STEM kits will bring to the program. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the expenditure for STEM kits: Aquaphoenix Quote, as presented, is hereby approved.

The motion passed unanimously

XI. Adjournment and Confirmation of Next Meeting – Wednesday, April 15, 2020 at 9:00 a.m.

Mr. Taylor inquired if there was any other business or discussion. There being no further business or discussion, a motion was made and seconded as follows:

RESOLVED, that the next meeting date is April 15, 2020 at 9:00 a.m., to be held at the school location and/or via teleconference, based on state recommendations regarding public health and safety, is hereby approved; and

FURTHER RESOLVED, that the Board being at the end of its agenda, the meeting was adjourned at 10:00 a.m., is hereby approved.

The motions passed unanimously.

REACH Staffing Report

New Hires

Name	Area	Compensation	Bonus Potential	Start Date
Chacon, Andy W.	Teacher – Special Ed	$60,500.00	0.04	03/24/2020
Craig, Lauren	Teacher- Special Ed	$55,500.00	0.04	03/17/2020

Departing Employees

Name	Area	Last Day of Work	Reason for Leaving
N/A			

Promotion / Position Changes

Name	Former Position	New Position	Compensation	Bonus Potential	Start Date
N/A					

Elem Specia
Educatio

117 North Grant St ▪ Manheim, PA 17545 ▪ **(717) 413-0999** ▪ awchacon@gmail.com

Andy W. Chacon

Educate - Innovate - Inspire

PROFESSIONAL PROFILE

Passionate about empowering all individuals by providing them with tools and strategies they need to meet their goals using an array of educational, professional and technological experiences.

- Experienced teaching others with diverse needs
- Experienced in the use of various instructional technology tools
- Dedicated to engaging others by challenging them to use new tools to empower their decision-making, productivity, and expand their knowledge needed to meet their goals

EDUCATION

Saint Joseph University, Philadelphia, PA —
Masters in Instructional Technology
August 2014

Millersville University, Millersville, PA —
B.S. Special Education
May 2010

EXPERIENCE

Breath of Life Ministries International, Lancaster, PA —
(Volunteer) ***Instructional Technology Specialist & Prayer Counselor***
SEPTEMBER 2014 - PRESENT

- Deliver general tech support, advice and & instruction
- Aided in the transition and implementation of cloud technologies
- Provided prayer counseling to teens
- Special needs & accommodations advisor

Warwick School District, Lititz, PA —
Autistic Support Teacher
JUNE 2018 - OCTOBER 2019

- Developed Individualized Education Plans
- Delivered Verbal Behavioral Instruction
- Implemented Positive Behavior Support Plans
- Incorporated life skills and pre-vocational instruction
- Integrated basic Sign Language into instruction
- Collaborated with various therapists & consultants
- Served as Case Manager for students included in general education
- Utilized Educational Social Networks to engage parents & students

Lancaster-Lebanon IU13, Lancaster, PA —
Autistic Support Teacher
JUNE 2010 - JUNE 2018

- Developed Social Stories to teach explicit skills

CERTIFICATIONS

Instructional II Special Education PK-12 (9225)

Educational Specialist I Inst Technology Specialist PK - 12 (1825)

AWARDS

Ermaleen B. Etter Award
Millersville University, 2010

John Mentzer Award in Special Education
Millersville University, 2009

You Make a Difference
IU 13, 2008

Team Award
IU 13, 2007

Going the Extra Mile Recognition
IU 13 , 2007

Above & Beyond Award
Solanco SD 2006

TRAININGS

Non-Violent Crisis Prevention

Safe Crisis Management

CPR

First Aide

Verbal Behavioral Programing

Applied Behavior Analysis

Teacher Effectiveness

Transition

IEP Writing

Hybrid Learning

Design & Tech Differentiated Instruction

Learning Management Systems

Captivate

117 North Grant St ▪ Manheim, PA 17545 ▪ **(717) 413-0999** ▪ awchacon@gmail.com

Andy W. Chacon

Educate - Innovate - Inspire

- Created Video Models
- Developed Individualized Education Plans
- Collaborated with general education teachers
- Planned post-secondary goals
- Researched curriculum for the Autistic Support Program
- Implemented job training and Community Based Instruction
- Advocated for the Understanding of Autism
- Guided peers in the use of technology in the classroom
- Supported students in Blended Courses and online instruction
- Knowledgeable in Learning Management Systems (LMS)
- Advocated for Instructional Technology Aids and devices
- Incorporated blogs, wikis, Google Docs, the use of Smartboards, TEDTalks & TED-Ed Videos, Skype, Socrative Teacher, Edmodo, educational apps, and other web 2.0 tools in daily instruction

Photoshop

LANGUAGES

Fluent: English, Spanish,

Conversational: French

Basic: ASL

PPID

PPID 4793287

Substitute Paraeducator
DECEMBER 2007 - JUNE 2010

Paraeducator
DECEMBER 2004 - AUGUST 2007

- As a paraeducator supported in Autistic Support, Alternative Education, Learning Support, at the Career and Technology Centers and in Multiple Disability Classrooms

Friendship Community, Lititz, PA — *Resident Advisor*
SEPTEMBER 2008 - AUGUST 2012

- Advised individuals with intellectual disabilities in a group home
- Managed and helped developed Individual Support Plans
- Managed funds for residents

ViaQuest (Summit Quest Academy), Akron, PA — *Counselor Aide*
SEPTEMBER 2008 - AUGUST 2012

- Supported programing in a residential treatment facility for boys

LEADERSHIP

Youth Volunteer Leader — *1st - 5th grade leader at Victory Church*
October 2019 - PRESENT

Youth Volunteer Leader — *5th & 6th grade leader at LCBC Church*
SEPTEMBER 2006 - JUNE 2008 & SEPTEMBER 2007 - AUGUST 2012

Camp Counselor — *for youth at a Performing Arts Camp*
JUNE 2006

Lauren M. Craig

333 Orr Ave.
Apollo, PA 15613
724-681-3312
laurenmcraig@yahoo.com

Elementary and high school teacher with 10 years of experience teaching Learning Support and Emotional Support students. Proven ability to teach a diverse student population, while developing individualized plans for students at different learning levels.

PROFESSIONAL EXPERIENCE

ARMSTRONG JUNIOR/SENIOR HIGH SCHOOL — **Kittanning, PA**
High School Learning/Emotional Support Teacher — *August 2010- February 2020*

- Taught 7th -9th grade reading to varied levels of students
- Taught 9th-12th grade Learning Support English
- Effectively co-taught general education English classes
- Created and implemented Individualized Education Plans
- Chaired meetings with team members for IEP needs
- Built relationships and trust with students and parents
- Created and implemented behavior plans and contracts for students that decreased the time spent in a disciplinary setting
- Worked in a Community of Practice group focused on integrating Google technology in the classroom
- Engaged students by using Google Classroom, chrome books, and technology in daily lessons

EDUCATION

PENNSYLVANIA DEPARTMENT OF EDUCATION
State of Pennsylvania Teaching License

Slippery Rock University — **Slippery Rock, PA**

- Bachelor of Science in Elementary and Special Education
- Dean's List, 3.43 GPA

Gannon University — **Erie, PA**

- Masters of Education in Reading Specialist
- Dean's List, 3.93
- Summa cum Laude

Pearson

INVOICE

Customer Bill-to:
Reach Cyber Charter School
750 East Park Drive
Suite 204
Harrisburg, PA 17111

Attention:
Accounts Payable

Customer Ship-to:
Reach Cyber Charter School
750 East Park Drive
Suite 204
Harrisburg, PA 17111

Connections Education LLC dba
Pearson Online & Blended Learning
K-12 USA
10960 Grantchester Way
Columbia, MD 21044
Tel: 1-800-843-0019
Email:
poblsalesops@pearson.com
Tax ID No:

Invoice Number	:	91000004795
Date	:	07-APR-2020
Due Date	:	
Payment Terms	:	
Customer Account	:	3924545
Project Number	:	82037947
Currency	:	USD
Shipment Terms	:	
Purchase Order Number	:	Reach
Number of Pages	:	Page **1** of **2**

Total Ordered Quantity (No. Of Items)	:		3
Net Amount	:	USD	$3,006,481.79
Tax Total	:	USD	$0.00
Invoice Total	:	USD	$3,006,481.79
Amount Due	:	USD	$3,006,481.79

REMITTANCE INFORMATION

Make Checks Payable to:
Pearson Online & Blended Learning
32369 Collection Center Drive
Chicago, IL 60693-0323

Bank Wire to:

Bank Name	:	
Bank Address	:	
ABA ACH No	:	
ABA Wire No	:	0
SWIFT Code	:	
A/C No	:	
Bank Account Name	:	

Pearson

Invoice Number: 91000004795							
Project Number	**Project Agreement Number**	**Description**	**Quantity**	**List Price**	**Net Price**	**Tax**	**Line Total**
82037947	Reach	Direct Charges	7		2,523,441.59	0.00	2,523,441.59
82037947	Reach	Other Charges	1		36,020.00	0.00	36,020.00
82037947	Reach	Pass Through	18		447,020.20	0.00	447,020.20

To pay your invoice online: Visit https://ipay2.bizsys.pearson.com/register to register.
Already registered? Access your online account by visiting https://ipay2.bizsys.pearson.com

	Subtotal	**Total Tax**	**Invoice Total**
Invoice Total	USD	USD	USD
	$3,006,481.79	$0.00	$3,006,481.79

Pearson

Charges for the Following Period:		March 2020
Compensation Expenses		
Benefits - Administration	$	59,080.04
Benefits - Instructional		272,612.82
		331,692.86
Enrollment/Unit Based Charges		
Direct Course Instruction Support		12,093.40
Facility Support Services		2,083.33
Monthly Fee per School Staff Member		184,800.00
Monthly Fee per Student		1,394,272.00
Upfront Fee per Student		585,000.00
		2,178,248.73
Pass Through Expenses		380,686.79
Short Term Substitute Teaching Services		13,500.00
Withholdings		83,100.31
Credit for Nonbillable Earnings Paid by the School		(16,766.90)
Live Speech		36,020.00
Total Amount Due	$	3,006,481.79

2020-2021 Compensation Plan for Teachers

Base Salary*	• A starting base salary for new teachers will be determined by the point system described below. • Teachers may receive an annual salary increase based on their performance rating. • For this school year, the Reach Cyber Charter School starting base will be $48,000. • Each point will be valued at $1,000.
Career Ladder Positions	Teachers can apply for the following career ladder opportunities and assume additional responsibilities in order to earn additional compensation as follows: • Coordinator Teacher – base plus 4% • Lead Teacher – base plus 9% • Specialist Teacher – base plus 12% • Master Teacher – base plus 15%
Bonus Incentive	• Teachers are eligible for a bonus incentive of 4-10% of their compensation, which is paid in the fall and is based on their end-of-year overall Individual Performance Rating, the achievement of school goals, and years of service. The school leadership team determines goals, in compliance with any applicable state regulations, and may include student achievement metrics, parent feedback, LiveLesson observation scores, or other approved metrics. The schedule of years of service and bonus incentive is as follows: ▪ 1st year of service – 4% bonus incentive ▪ 2nd year of service through 4th year of service – 5% bonus incentive ▪ 5th year of service through 9th year of service – 8% bonus incentive ▪ 10th year of service on – 10% bonus incentive • If the teacher notifies their principal they will not be returning for the following school year, they may be eligible to receive 50% of the calculated bonus incentive payment.
Pension Plan	• Employee Contribution - Voluntary 5% of eligible earnings (additional amounts can be contributed) • Employer Contribution - 5% contribution (defined contribution plan, so the rate will always be 5%)

*Both salary increases and bonus payouts are contingent on the fiscal and academic performance of the school and the bonus is tied to teacher's intent to return for the next school year. The Board/Sponsor will have the ability to adjust the percentages in the event that the school does not meet expectations.

The process for determining the starting base salaries for Certified Teachers is as follows:

(NOTE THAT THIS POINT SYSTEM IS ONLY RELEVANT FOR STARTING SALARIES AND IS NOT USED FOR ANNUAL INCREASES OR BONUSES)

STEP 1 – Develop minimum starting salary and point value based on school budget and local comparisons.
STEP 2 - Using the Point Criteria Guidelines below, determine the number of points for an individual teacher candidate. The maximum number of points is 18. Note that the minimum salary and point value is set each year based on competitive market factors and the school budget.
STEP 3 – The total number of points will determine the starting salary of the teacher.

Starting base salary + Relevant work experience points + Relevant degree points + Special skill points = New Hire Base Salary Offer

Point Criteria Guidelines	
Years of relevant work experience	**Points**
0 to 1	0
2 to 5	2
6 to 10	4
11 to 15	6
16 – 20	8
Relevant Degree(s)	**Points**
BA*	0
Multiple BAs	1
BA + MA*	1.5
BA + Multiple MAs	2.5
BA + MA + EdD/PhD	3
Special skill, knowledge and/or ability	**Points**
Languages, technology, testing, special education expertise, ELL, gifted & talented, virtual experience, tutoring, substitute teaching, high-need subject area (i.e., secondary math)	1 - 7

*BA and MA are interchangeable with Bachelor of Science (BS) and Master of Science (MS)

PowerSchool Group LLC
150 Parkshore Dr., Folsom, CA 95630
Quote #: Q-352972 - 1

Quote Expiration Date: 3/31/2020

Prepared By:	Steven Swift	Customer Contact:	Gregory McCurdy
Customer Name:	Reach Cyber Charter School	Title:	Director of Special Education
Enrollment:	4,000	Address:	750 East Park Drive Suite 204
# of Schools:	1.00	City:	Harrisburg
Contract Term:	39 Months	State/Province:	Pennsylvania
Start Date:	4/1/2020	Zip Code:	17111
End Date:	6/30/2023	Phone #:	(717) 323-2055

Product Description	Quantity	Unit	Extended Price
License and Subscription Fees			
UT Applicant Tracking	4,000.00	Students	USD 4,591.23
UT Applicant Tracking One Time Discount	1.00	Each	USD -916.23
Unified Talent Records	4,000.00	Students	USD 14,117.26
UT Records One Time Discount	1.00	Each	USD -2,817.26
UT SchoolSpring Job Board Unlimited	4,000.00	Students	USD 0.00
		License and Subscription Totals:	**USD 14,975.00**
Professional Services and Setup Fees			
Unified Talent Applicant Tracking Implementation - Basic	1.00	Each	USD 2,250.00
Unified Talent Records Implementation - Basic	1.00	Each	USD 3,750.00
UT SchoolSpring Job Board Implementation Remote	4,000.00	Students	USD 0.00
		Professional Services and Setup Fee Totals:	**USD 6,000.00**

Quote Total

Year One Total	**USD 20,975.00**

PowerSchool hereby agrees to allow the Customer to make the following non-standard payments for the current annual term:

Due Date	Payment Amount
5/1/2020	**USD 6,000.00**
7/1/2020	**USD 14,975.00**
Payment Total	**USD 20,975.00**

Annual Ongoing Fees			
UT Applicant Tracking	4,000.00	Students	USD 3,675.00

Unified Talent Records	4,000.00	Students	USD 11,300.00
UT SchoolSpring Job Board Unlimited	4,000.00	Students	USD 0.00

Annual Ongoing Fees Total: **USD 14,975.00**

Fees charged in subsequent periods within the duration of this quote will be subject to an annual uplift. On-Going PowerSchool Subscription/Maintenance and Support fees are invoiced at the then current rates and enrollment per terms of the Master Services Agreement. Any applicable state sales tax has not been added to this quote. Subscription Start and Expiration Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote. All PowerSchool invoices must be paid within thirty (30) days of the date on the invoice. All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for confirming this order and its own internal purposes, and no other. Treatment of purchases orders are governed as provided in the Master Services Agreement referenced below.

By execution of this quote, or its incorporation, this and future purchases of subscriptions or services from PowerSchool are subject to and incorporate the terms and conditions found at https://www.powerschool.com/wp-content/uploads/PowerSchool-Service-Agreements/PowerSchool-MASTER-SERVICES-AGREEMENT-01-01-20.pdf.

THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

POWERSCHOOL GROUP LLC

Signature:

Printed Name: Gregg Clevenger

Title: Chief Financial Officer

Date: 3-4-2020

Reach Cyber Charter School

Signature: _____

Printed Name:_____

Title: _____

Date: _____

Continuity of Education Plan

School District	Reach Cyber Charter School
Superintendent	Jane Swan, CEO
Address	750 East Park Drive, Suite 204, Harrisburg, PA. 17111
Email/Phone	jswan@reach.connectionsacademy.org/717-704-8437
Website	https://www.connectionsacademy.com/reach-cyber-school

Goal of Plan
The Reach Cyber Charter School mission is to help each student maximize his or her potential and meet the highest performance standards through a uniquely individualized learning program, through flexible pacing and 21st Century Learning including STEM opportunities. Our vision is to inspire and nurture future success for all students. During this covid19 crisis the Reach goal is to provide planned instruction, review and enrichment in core content and electives to maintain and grow students academically while integrating social emotional learning and STEM opportunities.

Overview of Plan
The Reach Continuity of Education plan includes planned instruction, review, enrichment, social emotional learning and STEM opportunities. Reach will provide a good faith effort to ensure students have access to FAPE, accessing curriculum, teacher support and instruction, and virtual related services. Social emotional well-being is at the core of Reach's plan, providing available school wide counseling "lunch bunch" and wellness sessions, as well as, personalized outreach through our Family Mentors and social workers. **March 16-March 20** Reach provided ongoing access to curriculum, via Connexus, for students. Teachers and staff answered webmails and returned voicemails as they were able. Tuesday, March 19 and Friday, March 20, Administration met with families to review and discuss plan. Friday, March 20, Staff and Administration met to discuss plans. **March 23-March 27** Reach provided ongoing access to curriculum, via Connexus, for students. Teachers and staff answered webmails, graded and returned voicemails. Review and enrichment was provided through flexible sessions offered in Adobe Live lesson rooms. Monday, March 23, Reach staff met at 12:00. Monday, March 23 and Friday, March 27, Reach administration and families met to review plan and address concerns. **March 30-April 3** Reach provided ongoing access to curriculum via Connexus, for students. Teachers and staff answered webmails, graded and returned voicemails. Review and enrichment was provided through flexible sessions offered in Adobe Live lesson rooms. Friday, April 3, two meetings were held again with staff and families to review, update and address concerns.

April 6-April 10
Reach provided ongoing access to curriculum, via Connexus, for students. Teachers and staff answered webmails, graded and returned voicemails. Planned instruction, review and enrichment was provided through flexible sessions offered in Adobe Live lesson rooms. Weekly virtual STEM club and STEM camps resumed this week. Wednesday, April 8, Reach administration and families met to review, update and address concerns. School was closed for Spring Break, April 9, 10 and 11 for students, April 9 and 10 for 10 months staff, and April 10 for 12 months staff.
April 13-June 5, (last day of school)
Reach will provide ongoing access to curriculum, via Connexus, for students. Teachers and staff answer webmails, grade and return voicemails. Planned instruction, review and enrichment will be provided through flexible sessions offered in Adobe Live lesson rooms. Virtual STEM club and camps will continue. Weekly or as needed staff and family meetings will continue through the end of the school year to review, update and address concerns.
Reach offices remain closed and all face to face gatherings have been cancelled.
June 9, 2020 Graduation
Virtual Graduation for the class of 2020 to be held. Time and virtual link to be provided.
June 10, 2020 Professional Development
Virtual staff professional development will be held.

Expectations for Teaching and Learning
Students able to participate and engage in online learning will complete all required work through March 13 with opportunities to complete Academic Improvement Plans (AIP) and improve grades. Continued review and enrichment will be provided through asynchronous curriculum, via Connexus, and through USA Test Prep, as well as, with teachers providing planned instruction in small flexible groupings and one on one instruction. Students may work through the curriculum at their individual pace with support from teachers. Staff will continue to refine and enhance the provision of special education and related services to provide FAPE based on progress monitoring.

Communication Tools and Strategies
Reach Cyber Charter School has met at least weekly with staff and families via Adobe Live Lesson room to review and update plans as well as address concerns. Weekly communications via webmail, email, auto dialer have also updated staff and families of continuity of education plans.

Access (Devices, Platforms, Handouts)
All Reach students are provided with laptops, internet subsidy reimbursements, hotspots if needed, access to Connexus, the online learning managements system and other third party vendors to enrich education. Books and handouts are also provided for some content. Related services and devices are delivered virtually through various providers contracted with Reach Cyber Charter School. Technical assistance is provided and available to families daily from 8:00 to 4:00.

Staff General Expectations

Reach teachers are expected to deliver planned instruction, review and enrichment in flexible groupings and one on one, as well as, to grade, email and communicate regularly with families. Flexibility is given to all during this time.

Student Expectations
Students able to participate and engage in online learning will complete all required work through March 13 with opportunities to complete Academic Improvement Plans (AIP) and improve grades by moving through the curriculum through June 5, 2020. Students have ability to follow a schedule though year's end to improve, accelerate or remediate.

Attendance / Accountability
Attendance and accountability is measured through ongoing progress through curriculum, grading, and teacher support. Academic Improvement plans are made available to all students. Personalized instruction and personalized learning plans, monitored by Family Mentors, ensures accountability. We will continue to adjust and enhance our practices for students to recognize FAPE and meaningful progress for all students.

Good Faith Efforts for Access and Equity for All Students
All Reach students have access to laptops, individualized instruction, curriculum and USATest Prep. Staff works closely with families at every level from high level meetings with families, at least weekly, to individualized calls, live lesson virtual meetings, instruction and support. Nearly 20% of our students require special education and get the same supports available to all general education students and more, including required IEP related services and programs delivered in this virtual model. Reach works closely with our related services providers to ensure excellence and continuity of programming.

Special Education Supports
Reach delivers small group, and one on one instruction regularly for all students, including special education students. IEP meetings, evaluations, progress monitoring all continue to be provided as per FAPE. Case Managers work closely with their families to ensure implementation of the IEP.

EL Supports
Reach delivers small group, and one on one instruction regularly for all students, including English Language learners. Unique learning opportunities are made available to accommodate the learners' abilities. Translation services and interpreters are available for all meetings as needed.

Gifted Education
Reach provides a case manager for all identified students in Gifted education. Reach delivers small group, and one on one instruction regularly for all students, including gifted education students. Accelerated opportunities look like advanced course offerings and unique plans for students.

Building/Grade Level Contacts
Jane Swan, CEO: jswan@reach.connectionsacademy.org LeeAnn Ritchie, Lead Principal: lritchie@reach.connectionsacademy.org Gregory McCurdy, Director of Special Education: grmccurdy@reach.connectionsacademy.org John McMurray, Director of STEM Education: jmcmurray@reach.connectionsacademy.org Rachel Graver, Director of MTSS: rbgraver@reach.connectionsacademy.org Jordann Smith, Director of Career Pathways: josmith@reach.connectionsacademy.org Kelley McConnell, Director of Data and Student Assessment: kelmcconnell@reach.connectionsacademy.org Nancy Wagner, Director of Family Services: nwagner@reach.connectionsacademy.org Corey Groff, Elementary Principal: cgroff@reach.connectionsacademy.org Christine Miller, Secondary Principal: chmiller@reach.connectionsacademy.org

Resource Links
Reach Cyber Charter School resources can be looked on our website: https://www.connectionsacademy.com/reach-cyber-school

3RD QUARTER OPERATIONS METRICS

Pearson Online and Blended Learning (POBL) works with leadership teams, teachers, and other staff members of the schools it supports to continuously improve student achievement. The Partner School Leadership (PSLT) and Partner School Success (PSS) Teams work to support schools through School Improvement Planning, Advisory Committees, Professional Learning Communities (PLCs) and weekly communication with each school's leadership to support all stakeholders working through the daily challenges of successful school operations.

Common operational threads in these school-based efforts are monitored across all schools with priorities placed on metrics summarized below. These metrics are timely and align with both the school year cycle and Core Standards for Facilitating Student Learning, a guide of best practices for a Connections Academy school. The Core Standards group teacher and school operational tasks into the more broadly defined categories as follows:

- **Professional Responsibilities**: first semester (final) and second semester (current) core course passing rates (course completion), cohort summary information, and SPED document compliance (IEP required reviews).
- **Instructional Expertise:** information about POBL-offered professional learning sessions.
- **Student Engagement:** on time and completed welcome calls, start-up tasks, Learning Coach contacts, preliminary retention contacts complete, and during school year withdrawals.
- **Data Driven Instruction**: RTI tier status, curriculum-based assessment (CBA) completion.
- **School Operations**: metrics generally focus on teacher hiring, retention and student enrollment (late vs. on-time, new vs. returning). Due to the timing of quarter three, metrics will not be reported in this category.

Quarter 3 encompasses the time period between January 1, 2020 and March 31, 2020. The metrics shown here are compared with a group of other Connections Academy schools – aggregated to give some context without sharing every school's data. There are no truly "comparable schools" but we have grouped them by student start date noted in the tables by "Group", and by size (small 0-799, medium 800-2999, large 3000+ students). Additionally, year over year comparison data is provided where available to highlight specific trends. Many other factors contribute to and should be considered when evaluating successful school operations (age of the school, its rate of growth, its funding per pupil, enrollment caps and/or other rules affecting student demographics, etc.); that information is not provided in this report.

**We recognize that some outcomes may be impacted by the ongoing challenges schools and families are experiencing as a result of the Covid-19 global pandemic; we expect impacts to be seen on end of year data reported in Quarter 4 as well. Due to this, year over year comparison data will not show an accurate comparison of school operation improvements/declines at this time.*

Professional Responsibilities

First Semester "Final" Core Course Completion

	ELA Course Pass Rates			Math Course Pass Rates		
	K-5	*6-8*	*9-12*	*K-5*	*6-8*	*9-12*
Reach 19/20	88%	82%	81%	87%	75%	77%
Reach 18/19	89%	77%	86%	88%	75%	76%
Medium Avg.	90%	82%	82%	92%	81%	79%
Group 3 Avg.	89%	79%	75%	89%	75%	75%
Connections Avg.	91%	81%	80%	91%	78%	78%
	Science Course Pass Rates			Social Studies Course Pass Rates		
	K-5	*6-8*	*9-12*	*K-5*	*6-8*	*9-12*
Reach 19/20	85%	84%	85%	83%	79%	80%
Reach 18/19	87%	75%	83%	85%	74%	86%
Medium Avg.	90%	84%	83%	88%	81%	85%
Group 3 Avg.	88%	81%	82%	87%	78%	84%
Connections Avg.	90%	83%	82%	88%	80%	84%

Second Semester "Current" Core Course Completion

	ELA Course Pass Rates			Math Course Pass Rates		
	K-5	*6-8*	*9-12*	*K-5*	*6-8*	*9-12*
Reach 19/20	77%	59%	58%	72%	59%	49%
Reach 18/19	87%	59%	61%	80%	58%	55%
Medium Avg.	87%	69%	70%	81%	66%	65%
Group 3 Avg.	86%	68%	64%	81%	60%	62%
Connections Avg.	87%	68%	70%	82%	65%	64%
	Science Course Pass Rates			Social Studies Course Pass Rates		
	K-5	*6-8*	*9-12*	*K-5*	*6-8*	*9-12*
Reach 19/20	75%	62%	65%	75%	65%	57%
Reach 18/19	83%	63%	56%	82%	65%	64%
Medium Avg.	86%	77%	76%	84%	75%	74%
Group 3 Avg.	86%	67%	76%	83%	70%	75%
Connections Avg.	86%	76%	74%	84%	74%	73%

- **First semester "final" core course completion and second semester "current" core courses on track for successful completion** – This shows the percent of first semester core courses marked as successfully completed (with a passing score) and the status of the second semester core courses in progress (with a passing score) who are still working towards completion. The "final" grades reported for semester one reflects increases over the "in progress" course completion rates reported in quarter 2 in all course/grade band combinations with middle school and high school English/Language Arts

and high school math showing the highest increase (8% each). Although semester 2 "in progress" courses have lower passing rates than last year, we do realize these rates tend to fluctuate throughout the semester with different school policies handling missing assignment and reteach/relearn policies. Additionally, as mentioned above, the impact of current global affairs on student learning is already being seen. Consistent with the changes seen when semester one courses were finalized, we expect to see these rates increase at the end of the school year; we anticipate that as families settle into this "new normal" and schools work to continuously support students these rates will improve.

	4 HS Cohorts % On Track	2020	2021	2022	2023
Reach 19/20	30.4%	47.4%	40.5%	24.7%	9.0%
Reach 18/19	65.2%	59.9%	60.4%	52.4%	61.6%
Connections Avg.	57.1%	52.9%	54.7%	56.1%	64.9%

- **Cohort Summary Report – HS Cohorts % On Track** – Average "on track for graduation" rates of 4 cohorts active during the 19/20 school year (Classes of 2020, 2021, 2022, 2023). Rate for each cohort year is calculated as (# EOY Grad Status = Early or On Time) / (All Students Ever Enrolled in the Cohort and not Validated by State as Excluded from Denominator). Efforts to improve this metric for each school continue by focusing on withdrawn students (ensuring we remove, where applicable, students from graduation calculation denominator) and enrolled student support to ensure supportive efforts are occurring to both keep students on track and help them in credit recovery efforts where needed.

	Compliant IEP Review
Reach 19/20	98%
Reach 18/19	98%
Medium Avg.	97%
Group 3 Avg.	95%
Connections Avg.	97%

- **Special education students with a compliant IEP review** – Special education students are required to have an annual review of their Individual Education Plan (IEP) at or before their current IEP due date. Additionally, at least every three years, special education students are required to have a re-evaluation meeting that is at or before their current re-evaluation due date. This metric reports on the average of both compliant reviews and re-evaluations across schools and, due to the legal nature of this metric, is expected to stay consistently above 90%.

Instructional Expertise

Professional Learning available to teachers – Connections has offered an extensive professional learning program for the last several years. This year's overview shared with Boards demonstrated a commitment to flexibility and meeting the unique needs of individual teachers. Instead of assigned course levels and a specified learning path, the Professional Learning course features a calendar for

teachers to choose sessions most relevant to their needs. Sessions will start October 2019, and due to this flexibility, will not be easily tracked across all schools. Quarters 2-4 will focus on highlighting available choices rather than reporting on specific participation.

Sessions that were offered January – March 2020 include: Creating a Classroom Community, Developing Beneficial Time Management Routines, Developing Empathy in a Virtual World, Discourse Strategies, Distracted Students in a High Tech World, Finding Data After the Polls, Fostering Ownership to Promote Academic Integrity, Intro to Gifted, Learning Differences in the Classroom, LiveLesson® Layouts, Math, We've Got This! Elementary I & II and Secondary, Modifications for Students with IEPs and Section 504 Plans, Practice and Reteaching, SISP Spotlight, Supporting LGBTQ+ Youth, Quality Feedback for Student Engagement, Using Breakout Rooms with Confidence, Using Questioning Strategies to Check for Understanding, and Vocabulary Beyond Memorization.

Student Engagement

	On Time Welcome Calls	Welcome Calls Complete	Start Up Tasks Complete	Student Contacts Met	LC Contacts Met	Prelim. Retention Contacts Complete	During SY WD
Reach 19/20	89%	99%	82%	93%	81%	NA	19%
Reach 18/19	89%	99%	96%	86%	88%	70%	21%
Medium Avg.	94%	99%	96%	88%	74%	81%	22%
Group 3 Avg.	92%	98%	92%	92%	63%	83%	20%
Connections Avg.	94%	99%	96%	88%	71%	86%	21%

- **Students receiving a "Welcome Call" on time, and total Welcome Calls complete –** Welcome Calls to students by teachers (or designated school staff members) have been shown to correlate strongly with prolonged student enrollment and parent satisfaction; a Welcome Call is "on time" if completed within 7 calendar days of enrollment. The target for this metric is set to 95% because some students who enroll will never engage but cannot be immediately withdrawn due to truancy and other non-compliance processes. On time Welcome Call completion remains on par with prior years at just under the 95% goal across all schools.
- **% of students enrolled 21 or more days who have completed Start-Up Tasks** – Students are monitored and encouraged to complete a set of "start-up tasks within the first 21 days of enrollment. Across all Connections schools, 96% of students enrolled 21+ days had completed their start-up tasks. This is a slight decline from first quarter's 97% completion rate.
- **Student & Learning Coach Contacts Met** – Although frequent contact happens in many other ways (webmail, LiveLesson recording, etc.), Connections recommends a phone (or individual synchronous) contact between teachers and students every 14 days. Additionally, an expectation of at least 3 annual contacts with the Learning Coach is considered a Core Standard. The metrics here are reporting the percentage of students with an individual synchronous contact within the last 14 days for the student and at least 3 (cumulative) synchronous contacts with the Learning Coach during the school year.

- **Preliminary Retention Notification** – As part of the continuous monitoring and communication process at each school, teachers are asked to complete a "preliminary" promotion/retention recommendation for all K-7th grade students in the early spring. The resulting call and written follow-up for those students who are indicated as "in danger of being retained" allows for a critical (and documented) communication with each impacted family. Warning of possible retention status is a required contact when a student is marked "retain" or "unsure" and this resulting metric is the percent of students across all school marked as "retain" or "unsure" who have had a successfully logged retention contact.
- **During School Year Withdrawals** – This shows percent of students who enrolled, completed at least 20 lessons, and subsequently withdrew this school year. Withdrawal rates are typically higher than in traditional brick and mortar schools and do vary among Connections Academy schools. This metric does not differentiate between parent-initiated withdrawals and school-initiated withdrawals (where possible and for things such as truancy). Much work across several departments is done to better understand reasons for parent-initiated withdrawal and to reduce or eliminate wherever possible to increase enrollment longevity of student enrollment.

Data Driven Instruction

	RtI Tier I	RtI Tier II	RtI Tier III	CBA "Met" K-8	CBA "Met" 9-12
Reach 19/20	81%	3%	3.4%	93%	87%
Reach 18/19	82%	7%	0.0%	91%	85%
Medium Avg.	84%	6%	2.5%	89%	80%
Group 3 Avg.	85%	5%	1.4%	89%	80%
Connections Avg.	86%	5%	0.8%	87%	81%

- **Students identified for Response to Intervention (RTI) tiers** – RtI is a systematic way of connecting instructional components that are already in place in a class. It integrates assessment data and resources efficiently to provide more support options for every type of learner. Based on the RtI framework, a percentage of students (approximately) will be identified at each tier level to receive increasingly structured and frequent interventions. Reporting on this metric helps to identify schools where the identification and documentation process is working to move students between the tiers as needed. The Three-Tiered Pyramid of Interventions estimates the percent of students at each tier should be: Tier I – 80-90%, Tier II – 5-10%, and Tier III – 1-5%. Tier III here does not include students with an active IEP in ELA or Math.
- **Students with CBAs Met** – Connections-supported schools use a minimum number of "curriculum-based assessments" (CBAs) as one way to ensure student learning is authentic). CBAs are usually 1:1 contact during which a teacher probes the student's understanding of a specific part of the curriculum. This metric is the percent of students meeting this criterion by the end of the second quarter.

Create Opportunities

April 14, 2020

Sage Intacct Scope of Work for:

Reach Cyber Charter School

Prepared by:
Abe Mathew, Principal
abe.mathew@claconnect.com
(703) 825-2176

CLAconnect.com

WEALTH ADVISORY

OUTSOURCING

AUDIT, TAX, AND CONSULTING

Reference

CliftonLarsonAllen ("CLA") proposes the following implementation services package for **Reach Cyber Charter School** ("Client"). This Statement of Work ("SOW") hereby incorporates by reference and is subject to the relevant definitions, terms, and conditions of the Sage Intacct Order Schedule.

Objective

The implementation project is designed to help our Clients realize the full value of Sage Intacct's accounting and financial management software. Using our proven methodology, the CLA team will work hand-in-hand with the Client project team to evaluate the requirements and configure the system as specified in this SOW.

Business Requirement

The requirements listed below were mutually determined by CLA and Client, and represent the known requirements at this time. The requirements are intended to capture the Sage Intacct functionality desired by the Client and therefore serve as scope assumptions for the work to be delivered in the Scope of Project section detailed below. Requirements will be further clarified and finalized during the Define phase sessions conducted at the beginning of the project where business processes are reviewed. If the parties, acting reasonably and in good faith, mutually agree at the end of the Define phase sessions that the requirements have materially varied impacting the scope of work and related estimated costs, a mutually agreed written Change Order or additional Statement of Work may be required to deliver the change in requirements.

This project will require assistance from your company, which will primarily consist of providing information to CLA as requested, meeting weekly via conference call to discuss the project, answering questions regarding your needs, providing input on new functionality required in the system, reviewing the formulas logic, providing testing of the model within Sage Intacct, confirming completion of the setup of the Sage Intacct system and attending training when included in the scope of work.

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Scope of Project

The services and deliverables the CLA team will be delivering for this project are shown below.

In-scope Applications, Solutions, and Implementation Services – Phase 1

- Sage Intacct Multi-entity, Shared Environment with one (1) entity
- QuickStart Financial Statements (Financial Statements based on generally accepted accounting principles)
    - Balance Sheet (by entity)
    - Income Statement
    - Income Statement by Dimension
    - Income statement with customized columns
- Sage Intacct Core Modules
    - Company Administration, Dashboards, General Ledger, Accounts Payable, Accounts Receivable, Cash Management, Customization Services
- Basic Project Tracking
- Purchasing
- Spend Management
- Vendor Bill ACH Payment Service
- Sage Intacct Collaborate
- Sage Intacct Platform Services – Standard
- Sage Intacct Web Services – Standard
- 3rd Party Systems:
    - Integrations from other 3rd Party systems will be managed through csv imports (Payroll, Concur, Charter Choices, etc.)

In-scope Applications, Solutions, and Implementation Services – Phase 2

- Sage Intacct Budgeting and Planning

Out of scope Applications, Solutions, and Implementation Services

- Project Costing & Billing
- Inventory
- Fixed Assets
- Multi-Currency
- Additional Entities
- Integrations with other systems not noted above
- Other modules not noted above

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Sage Intacct Environment

CLA will provide the following services related to Client's Sage Intacct environment:

- Enable the following dimensions available on all transactions: Location, Department, Class, Item, Customer, Vendor, Employee, and Project.
- Implement a fiscal year to end on June 30th, with calendar accounting periods.
- Data migration from legacy system utilizing Excel templates. The Client will populate the Excel template and CLA will assist with explaining the template, importing the data to the General Ledger as journal entries and resolving any error messages.
    - **General Ledger**
        - Opening Balance (6/302018) – Summary beginning balances by GL account, per entity
        - Monthly Trial Balance net changes for fiscal years ending 2019 and 2020 up to go-live date, per entity
    - Open Accounts Payable invoice balances. It is estimated the transactions will be less than 1,000 entries, per entity
    - Open Accounts Receivable invoice balances. It is estimated the transactions will be less than 1,000 entries, per entity

Shared Intacct Company

Setup and Configuration

• Create one (1) Shared Intacct Company with single base currency (USD)
• Create one (1) transactional business entity that is 100% owned, share Chart of Accounts, and use the same accounting calendar periods

Core Financials System

CLA will provide the following services related to Core Financials within all in-scope entities:

Company

Setup and Configuration

• Configure Company general information, security, preference, accounting, and display settings	• Subscribe to purchased applications
• Review user/role creation process and permission options. Create up to ten (10) roles or user with permission designations. Client is responsible for creating additional role and user permission designations, and assigning permissions to users.	• Create Dimension Groups
• Enable Accrual basis accounting method	• Create Document Numbering
• Enable fiscal periods equal to calendar months	

Data Loading

• One (1) set of Locations	• One (1) set of Classes
• One (1) set of Departments	• One (1) set of Allocations

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General Ledger

Setup and Configuration

• Configure application and application behavior preference options	• Create transactional and statistical journals
• Deploy QuickStart financial reports and enable Financial Report Writer	• Create one (1) sample template journal entry and recurring journal entry. Client is creating template and recurring journal entries.

Data Loading

• One (1) set of Chart of Accounts	• Beginning balances as of fiscal year-end 2018
• One (1) set of Statistical Accounts	• One (1) set of Statistical account beginning balances as of Go-live date
• One (1) set of Client Reporting Periods	• One (1) set of budgets

Accounts Payable

Setup and Configuration

• Configure application and application behavior preference options	• Create account labels
• Configure transaction batch settings	• Create one (1) sample recurring bill. Client is responsible for creating recurring bills.
• Create AP Terms	• Configure quick checks and pre-payments
• Create default AP aging periods	• Create vendor groups
• Enable the following bill payment methods: Check, Cash, Offline charge card, and Record Transfer	• Assign bill payment approval levels
• Create AP Bill Approval Policy	

Data Loading

• One (1) set of Vendors	• One (1) set of Open AP Bills at Go-live
• One (1) set of Vendor 1099 opening balances at Go-live	

Accounts Receivable

Setup and Configuration

• Configure application and application behavior preference options	• Create account labels
• Configure transaction batch settings	• Create one (1) sample recurring invoice. Client is responsible for creating recurring invoices.
• Create AR Terms	• Configure quick deposits and advances
• Create default AR aging periods	• Create customer groups
• Enable the following invoice payment methods: Check, Cash, Offline charge card, and Record Transfer	

Data Loading

• One (1) set of Customers	• One (1) set of Open AR Invoices at Go-live for each in-scope transactional entity

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Cash Management

CLA will setup and configure up to three (3) accounts, which can be one or a combination of checking, savings, or credit card accounts. CLA will set-up and configure one (1) checking account with either of the following two check printing options:

1) *Check Printing with Pre-printed Checks*
   - CLA will configure one (1) checking account for printing checks with pre-printed check stock provided by Client. (Check in middle or top position only)

2) *Check Printing with Blank Check Stock*
   - CLA will configure one (1) checking account for printing checks with blank check stock provided by Client.

CLA will also assist with one round of printing alignment correction, defined as reviewing Client-provided feedback to resolve Sage Intacct configuration issues after submission by Client of one (1) test check to Client's bank.

Bank Account Reconciliation

CLA will deliver to Client a guide to assist with the account reconciliation process.

CLA will assist with the bank feed for one (1) bank account and client will be responsible for additional bank feeds.

Dashboards

Setup and Configuration

• Enable Dashboards application and deploy available pre-packaged Dashboards	• Provide up to one (1) hour of assistance creating one (1) dashboard

Reporting Center

Setup and Configuration

• Enable Reporting Center application	• Create up to one (1) Report Group

Customization Services

Setup and Configuration

• Enable Customization Services application for access to the following functionalities and tools: Custom Reports, Custom Documents, Custom Fields, Smart Rules, and Smart Events	• Create up to ten (10) custom fields as needed to address Client requirements. Additional custom fields may be created although outside the scope of this project.
• Create up to two (2) smart rules as needed to address Client requirements. Additional smart rules may be created although outside the scope of this project.	

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Employee Dimension

Setup and Configuration

- Activate Employee dimension for use within all applications

Data Loading

- One (1) set of Employees

Basic Project Tracking

CLA will provide the following services related to the Accounts Receivable application for use by each transactional entity:

Setup and Configuration

- Enable Projects within Accounts Receivable application for use as a dimension on transactions
- Create Project types and statuses

Data Loading

- One (1) set of Projects open at Go-live

Purchasing

CLA will provide the following services related to enabling the Purchasing application for use by each transactional entity:

Setup and Configuration

• Configure application and application behavior preference options	• Configure up to one (1) price list
• Deploy Purchasing QuickStart Workflow selected by Client or enable Advanced Purchasing processing with creation and configuration of up to six (6) transaction definitions enabling Client to process transactions through the full Intacct Purchasing Lifecycle (Purchase Requisition, Purchase Order, Receiver, Vendor Invoice/Bill, Purchase Return, and Vendor Debit)	• Create sample Product Lines and Item GL Groups. Client is responsible for creating full set of Product Lines and Item GL groups for their business.
• Create up to one (1) global purchasing approval workflow	• Create up to one (1) approval policy. Client is responsible for creating additional approval policies.

Data Loading

- One (1) set of items including the following item types:
  - Non-Inventory
  - Non-Inventory (Purchase only)

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Spend Management

CLA will provide the following services related to enabling Spend Management for use by transactional entity:

Setup and Configuration

• Configure application and application behavior preference options	• Select the dimensions, purchasing documents, and General Ledger accounts to be used in validating transaction spend as directed by Client
• Create one (1) budget for use by Spend Management	• Demonstrate Spend Management usage including validation failure where Purchasing transaction(s) exceed budgeted amount(s)

Data Loading

- One (1) set of General Ledger account budget amounts uploaded to the Spend Management budget

Vendor Bill ACH Payment Service

CLA will provide the following services related to enabling Vendor Bill ACH Payment Service for use by each transactional entity:

Setup and Configuration

• Create up to one (1) ACH Bank Configuration in Cash Management application and associate to checking account	• Activate the ACH File Generator enabling Client to manually export Intacct-produced ACH payment files formatted to the National Automated Clearing House Association ("NACHA") standard

Data Loading

- One (1) set of Vendors with Vendor Bank Information for ACH processing

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Sage Intacct Budgeting and Planning

CLA will provide the following services related to Sage Intacct Budgeting and Planning ("SIBP"):

- Assist Client in completing the following in Client's production Intacct company required for the integration:
    - Enabling Web Services
    - Adding the SIBP Sender ID on the Company Information screen
    - Granting CLA temporary access to Client's production Intacct company (an instruction guide will be provided)
- Assist Client in creating and configuring one (1) user in Client's SIBP instance required for the integration.
- Enable the integration between Client's SIBP instance and Client's production Intacct company.
- Review Client's Intacct company configuration to understand General Ledger and Statistical account setup for alignment with SIBP.
- Determine with Client which Intacct dimensions will be used for budgeting in SIBP and map those dimensions between systems.
- Deliver the following series of education sessions to assist Client in learning the following:
    - Session 1: SIBP Overview and Building a Budget
        - Executing the integration between systems and explain the integration data points
        - Creating account groups in SIBP
        - Creating one (1) budget and entering budget values in SIBP based on a sample budget provided by Client (if no sample is provided CLA will create a sample)
    - Session 2: SIBP Financial Modeling
        - Creating one (1) financial model (examples: Revenue model or Expense model)
        - Adding assumptions, types, and lines to a model
        - Adding model lines to a budget
    - Session 3: SIBP Reporting and Data Management
        - Running reports and dashboards in SIBP
        - Exporting actual financial values from Intacct and importing into SIBP
        - Exporting a budget from SIBP and importing into Intacct

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Sage Intacct Collaborate

CLA will provide the following services related to Sage Intacct Collaborate:

Setup and Configuration

- Enable Sage Intacct Collaborate within Client's Production Sage Intacct company configured as either *Sage Intacct Only* or *Extend Chatter from your Salesforce organization to Sage Intacct* (the latter option is available only when Client is currently subscribed to Salesforce).
- Provide general guidance and best practices when using Sage Intacct Collaborate, which is expected to include but not limited to the following: Sage Intacct Collaborate functionality/usage overview, business case recommendations for leveraging Sage Intacct Collaborate, and organization roll-out strategy/planning.
- Provide Client's Salesforce administrator the "Salesforce Chatter Integration Guide" for configuring Client's Salesforce organization to integrate Salesforce Chatter with Sage Intacct Collaborate and provide as-requested assistance (these services are applicable when the *Extend Chatter from your Salesforce organization to Sage Intacct* configuration option has been selected). Client is responsible for configuring Client's Salesforce organization.

Intacct Web Services and Platform Services

CLA will provide the following services related to enabling Intacct Web Services and Platform Services when subscribed:

Setup and Configuration

- Activate Intacct Web Services within Client's Intacct company
- Activate Intacct Platform Services within Client's Intacct company

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Assumptions and Responsibilities

General

- CLA will designate a single point of contact to serve as the Project Manager, and to be Client's primary contact with CLA throughout the project. The Project Manager will be responsible for the overall project delivery including:
    - Management of scope
    - Planning, Scheduling, and Project Controls
    - Conducting Status Meetings
    - Preparing Status Reports (status reports to include key accomplishments, next steps, updated schedule and project financials - spend to date against baseline plan, project spend through end of project)
    - Complete CLA's activities as specified in this Statement of Work
- The full project scope will be delivered according to CLA's Implementation Methodology.
- The CLA consultants will work remotely from CLA offices to complete work for this engagement unless otherwise noted in this Statement of Work. Dates for any onsite work by CLA will be mutually agreed upon in advance between Client and CLA.
- This project will utilize CLA's Teamwork Projects for communication, planning, and content management unless otherwise mutually agreed in writing by both parties. User/access to Teamwork project is provided to Client project team members for the duration of the project at no additional charge.
- All defined business processes and configurations will be created once per shared environment and leveraged across all transactional entities.
- Client will assign a dedicated project team that will remain intact for the life of the project. The project team should include Subject Matter Experts (SMEs) that will contribute to the system design and system configuration validation. The project team should also include a single point of contact that will function as Client's Project Coordinator and be CLA's primary contact with Client. Client's Project Coordinator will have full authority to act on behalf of Client with respect to:
    - Decision and signatory authority (or involve appropriate Client parties)
    - Complete Client's activities as specified in this Statement of Work including managing Client's deliverables for the project and reviewing, accepting, and approving project deliverables
    - Authorizing payments
    - Facility and meeting coordination at Client's site (if required)
    - Interfacing with CLA to ensure there is an efficient exchange of Information and that important and timely decisions are made
- Client agrees to grant project team access to Client's Sage Intacct Company as required for the project.
- Any unsubscribed Sage Intacct companies utilized for this project will be disabled no later than upon project completion.

Configuration

- CLA will assist client in creating users and assigning permissions; client is responsible for charges associated with Sage Intacct users.
- Client is responsible for final check printing alignment and bank verification that the check print format is acceptable. Checks can be printed on blank check stock in USD, CAN, and MXN currencies using commercially available blank check stock of size 8.5 x 11 inches. Checks can be printed on pre-printed check stock in USD currency using Sage Intacct-certified pre-printed check stock. Client is responsible for purchasing and providing all check stock on the project.

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- Client is responsible for performing all account reconciliations in the Cash Management application and agrees to complete a minimum of one (1) account reconciliation within 60 days after system Go-live.
- System configurations and approval workflows are limited to the configuration and workflow options available within the Sage Intacct product as of the signed Statement of Work date.

Reports/Dashboards

- Financial reports are produced and available via the General Ledger application and limited to the data and formats available via the Financial Report Writer tool.
- Custom reports are produced and available via the Customization Services application and limited to the data and formats available via the Customization Services Customer Report Writer tool.
- Dashboard component creation is limited to the reports and data available within the system.

Data/Documentation

- Client is responsible for format, layout, and content modifications to printed documents utilizing the Custom Documents tool within the Sage Intacct product including but not limited to customer sales transactions (sales orders and invoices) and vendor purchase transactions (purchase orders and invoices).
- Client is responsible for performing all legacy system data extraction, data cleansing, and data mapping to Sage Intacct accurately populating all data templates for uploading into Sage Intacct according to the specifications and dates in the detailed project plan mutually agreed upon by Client and CLA. One (1) round of validation to assist Client in providing accurate data templates is included with this service. Validation is defined as providing feedback on a data file for missing required field values, invalid field lengths, invalid field values/type mismatches, and invalid dimension ID values (transaction amounts and balances will not be validated and are responsibility of Client). One (1) round is defined as follows:
    - If the file passes the validation, CLA will upload the file, or
    - If the file does not pass validation, CLA will provide feedback and Client repairs the file
    - CLA will validate the repaired file and, if it passes the validation will upload the file.

Training

- Training material is intended for trainees only. Any copies or additional use by Client must be agreed to in writing by CLA.

Intacct Web Services and Platform Services

- Client is responsible for the design, development, training, maintenance, modification, and support of any Marketplace solutions and/or integrations/applications not developed by Intacct.

Sage Intacct Budgeting and Planning

- Budgets can be created in SIBP with up to approximately 5,000 lines. Lines are defined as unique combinations of dimensions and GL accounts or account groups.

Third-party Integrations via csv file import

- CLA will provide instruction for populating and importing templates and troubleshooting import errors.
- Client is responsible for populating csv template file(s) with representative data for testing to verify import capabilities.

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Out of Scope Items

For clarity, the following are considered out-of-scope but can be added in-scope if needed/desired and our estimate is adjusted during the implementation.

- Implementation of any other Sage Intacct, third-party add-on modules, product customization or interfacing systems integration requirements not explicitly listed in the Scope Section.
- Creation of detailed end-user methods and procedures manuals specific to your business processes.
- Data extraction from your legacy system(s), cleansing or enrichment.
- User acceptance testing – Client will be ultimately responsible for verifying all data results in the Sage Intacct system. CLA will ensure the data files we receive import to the Sage Intacct system as part of our data load procedures.
- Technical and functional support sixty (60) days after the solution 'go-live', except for those areas identified in the Scope section.
- Report writing for custom reports.
- Company-specific business process or user documentation.
- Any functionality not in the product as of the signed SOW date is out of scope unless otherwise noted in this SOW. Implementing additional future functionality once generally available in the product may require additional services and costs.

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Post Go-Live Support

As a valued CLA client, **Client Support** is part of your current CLA Agreement, and includes the following services:

- Access to Sage Intacct Customer Portal - Search Sage Intacct's comprehensive knowledgebase for answers to commonly asked questions, and use available online tools. Through the portal, your organization can recommend product enhancements directly to Sage Intacct as well as vote on product enhancement requests submitted by others.

- Access to the CLA Support Desk:
  - Email support to intacct@claconnect.com (preferred) or phone support via 703-825-2197;
  - Telephone support that is available 8:00am-5:00pm CST;
  - Client Support hourly rate is **$250**, billed in 15 minute increments;

- CLA receives a percentage of the annual subscription fees to provide Tier 1 support for Intacct Services.
  - Tier 1 Support (bug support) for Sage Intacct Services. When delivering Tier 1 Support, CLA will interface with Client to perform various responsibilities, including but not limited to (i) collection of relevant information; (ii) problem identification and analysis; (iii) fault isolation and diagnosis; and, (iv) troubleshooting and problem resolution. CLA will work with Client to determine if the issue falls in one of these categories:
    - System malfunction ("Bug") – If CLA is unable to diagnose and/or resolve a Client issue through Tier 1 support, then CLA shall escalate the issue to the Sage Intacct support center and initiate a Tier 2 support case. Client and CLA will, prior to contacting the Sage Intacct support center, obtain all information necessary to recreate the reported nonconformance, including, but not limited to the following: (i) a complete description and scope of the nonconformance; (ii) time that the nonconformance began; (iii) the Software revision level and any known workarounds (if applicable); (iv) document any attempted resolution. Client will not be billed for services time required to resolve the issue.
    - User error – CLA shall work with client to resolve the error. Services are billed based on Client Support hourly rate.
    - User training, re-training or report writing – Services are billed based on Client Support hourly rate.
- Additional services included at no-charge:
  - Periodic or annual renewal check-in:
    - o Confirm module subscriptions
    - o Confirm user and entity counts
  - Invitations to CLA Sage Intacct Client events including client user conference events, meet-ups and webinars.
- Additional Service Requests – Our Support and Client Success teams will help route your additional service requests to the appropriate party so they may personalize an engagement for you:
  - o Customized training programs for new or transitioning staff
  - o Sage Intacct Business Review (SIBR)
  - o Report writing services
  - o System integrations
  - o System customizations
  - o Add-on modules

Client Success Plan

- In addition to what CLA offers under Client Support, the **Client Success Plan** has a fixed annual price of $2400/year that includes a significantly reduced hourly rate for Client Support:
  - CLA Success Plan discounted to rate **$175/hour** (replaces Client Support Hourly Rate)

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Change Control

Any changes to this Statement of Work must be mutually agreed upon by both CLA and Client. No verbal agreement between persons involved in the Project will be binding on either CLA or Client. Mutually acceptable changes in the scope of work and adjustments in schedule and price will be incorporated as a modification to this Statement of Work or may become the basis of a new, follow-on Statement of Work.

The CliftonLarsonAllen Sage Intacct Practice Manager or Partner is designated as the authorized representative for CLA making changes to this Statement of Work. Change requests for this Project scope must be submitted in writing.

The generic approval process for change requests is as follows:

- A requirement for change is identified and documented
- The requested change is reviewed and agreed to by the appropriate activities
- An amendment to the Statement of Work is composed, negotiated and mutually agreed to by Client and CLA.
- The amendment is incorporated into the Statement of Work and implemented

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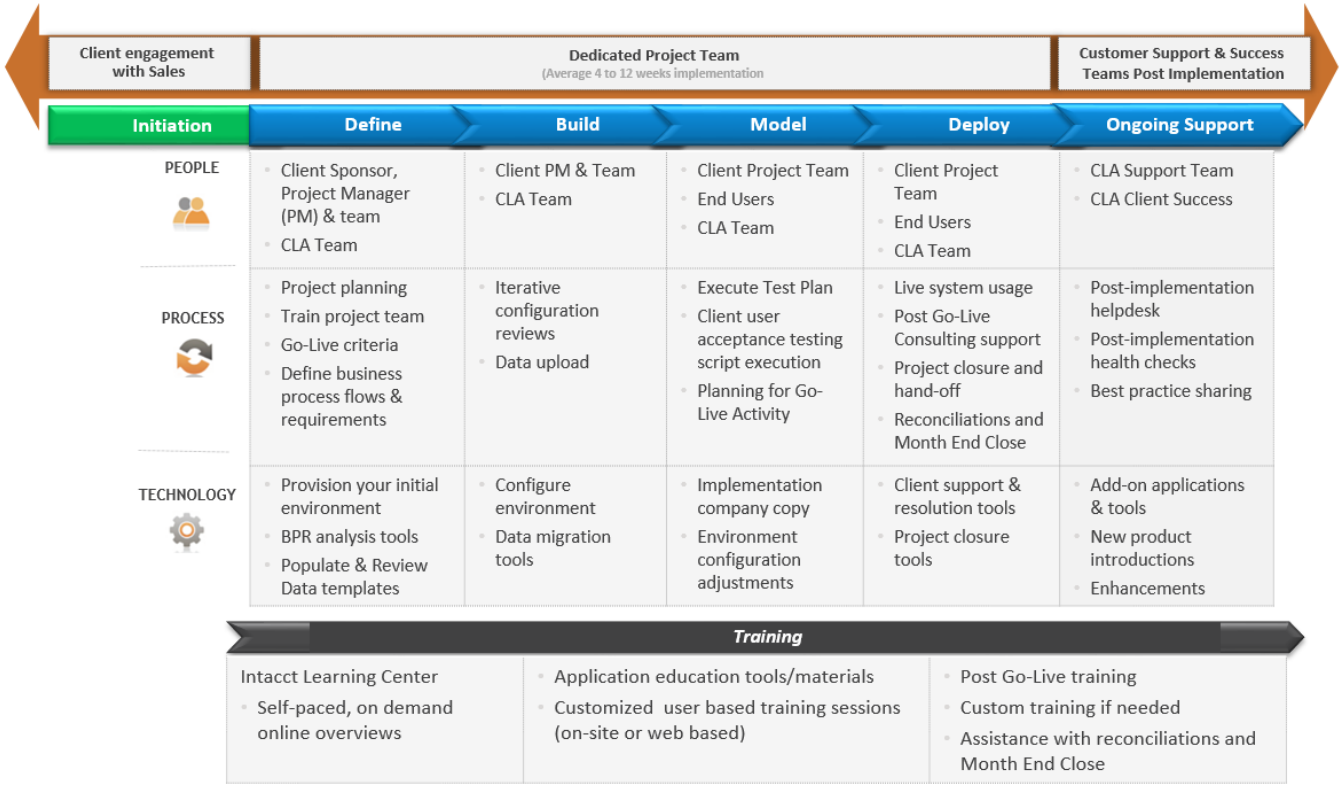
Methodology



The following high level project milestones are dependent on the project approval date and finalization of Project Plan:

Milestone 1 – Project Kickoff	Week one
Milestone 2 – Completion of Business Process Requirements Gathering	Week 2 – 6
Milestone 3 – Intacct configuration completed and test data migrated	Week 7 – 9
Milestone 4 – User Acceptance testing completed	Week 10-12
Milestone 5 – Go Live for transactions starting 8/1/2020	Week 12
Milestone 6 – Go Live Support	Week 13 - 16
Milestone 7 – SIBP Implementation (Estimated Implementation Dates Nov-Dec 2020)	TBD

These milestone dates are contingent upon approval of this work order by 4/30/2020. If approval is received after this date, the milestones will be reset based on resource availability.

Successful milestone completions will require the combined efforts of CLA and Reach Cyber Charter School. It is the responsibility of both CLA's and Reach Cyber Charter School's project manager to manage the project to milestone deadlines. Milestone dates not met may impact future milestone dates, go-live date, and incur additional fees.

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Client Sign-offs

The following are critical Client sign-offs on a project. Sign-off is required before proceeding on a project:

- **Project Start and Go-live Date Agreement** – Mutually agreeable dates to begin the project and go-live on Sage Intacct. First version of the detailed project plan is created by CLA based upon these dates. Client sign-off is acknowledgement that these dates are acceptable and Client will complete project plan tasks as scheduled.

- **Populated data templates** – Client is responsible for populating Sage Intacct data templates with clean data for upload into Sage Intacct. Providing templates to CLA signifies sign-off on the data.

- **Define Phase Acknowledgement** – Client agrees to completion of the Define phase and agrees to on-time completion of tasks assigned on the Project Plan. The Sage Intacct Structure document captures the specific Client requirements to be configured. Changes to the structure or project plan dates after sign-off may require additional professional services fees.

- **Build Phase Acknowledgement** – Client agrees that system setups/configurations have been reviewed and the master data files have been entered/uploaded as per the Sage Intacct Structure document.

- **User Acceptance Testing (UAT)** – Client acknowledges successful completion of their process/workflow testing based on the current system design. Client confirms that they are ready to proceed with go-live on Sage Intacct.

- **Project Completion** – Client agrees that the project has been completed and is ready for transition to support.

Training Plan

Training will be a constant throughout the entire implementation lifecycle and beyond. CLA will provide training tailored to the core Client implementation team as functionality is reviewed, requirements are finalized, and the solution is built. Additionally, general end user training will be available throughout all phases of the project via the Sage Intacct Learning Center online training management system. Most of the Sage Intacct Learning Center online training can be done at a user's own pace and ability. Training will be reinforced with tutorials, comprehensive user guides, and direct-access online help.

It is recommended the core Client implementation team complete Sage Intacct Learning Center training as early as possible to assist with requirements definition, while the general end users should have completed Sage Intacct Learning Center training prior to the Model Phase when they will be applying their knowledge in the configured Sage Intacct implementation company.

Customized training plans for administrators will be more focused on user management and internal controls. Customized training plans for end-users will be more focused on transactional processes and reporting.

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Pricing Summary

The effort defined in this Statement of Work will be performed and billed on a Time and Material basis.

Annual Subscription Fees:
Sage Intacct Subscription (see attached order Schedule): **$22,350.00/year** (after discounts)

Estimated Core Implementation Fees:

Item	Rate per Hour	Hours	Estimated Cost
Intacct Configuration & Training	$195 ($225-$30)	165-198	$32,175-$38,610 USD
Sage Intacct Budgeting & Planning Configuration and Training **(Phase 2)**	$195 ($225-$30)	20	$3,900 USD
Client Success Support Plan (pg. 14)	$2400/year	NA	0.00 – Waived for first Sage Intacct annual subscription term.

Optional Components (the following items are not required for the core Intacct implementation. Client can choose to move forward with optional components during the initial implementation, after the initial implementation is complete or not at all):

Item	Rate per Hour	Estimated Hours	Estimated Cost
As-requested assistance related to Sage Intacct Budgeting and Planning	$195 ($225-$30)	36-48	$7,020-$9,360 USD

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Terms

First year subscription fees will be due within 30 days of executing this agreement. Future year subscription renewals will be billed and due annually at start of subscription period.

Retainer

In connection with this engagement, we must receive a retainer in the initial amount of $6,240, payable prior to the commencement of any services.

Payment Schedule:

Our invoices for consulting fees will be rendered monthly and are payable on presentation. Terms of payment for services are **net 10 days**. Fees and reimbursements will be due and payable throughout the project, following the organization's receipt of an invoice from CLA. Compensation for services is due within thirty (30) days of the billing date. Finance charges of one and one-quarter percent (1.25%) per month will be added to any past due amounts. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed. You will be obligated to reimburse us for all out-of-pocket expenditures through the date of termination. In addition to the professional services fees quoted, CLA charges a five percent (5%) technology and administrative fee.

Payments may be made utilizing checks, Bill.com, your online banking platform, CLA's electronic payment platform, or any other client initiated payment method approved by CLA. CLA's electronic online bill pay platform (https://www.claconnect.com/billpay) accepts credit card and Automated Clearing House (ACH) payments. Instructions for making direct bank to bank wire transfers or ACH payments will be provided upon request.

The terms of this Statement of Work will expire if the agreement is not executed within **45 days** of the Statement of Work date.

Normal work hours are from 8:30am to 5:30pm ET, Monday through Friday, excluding holidays.
Travel time and expenses (if any) are not included in this services estimate. All reasonable and necessary actual expenses are reimbursable.

Unless otherwise stated, some or all of the services and deliverables defined in this SOW may be performed by CLA Personnel or a certified Sage Intacct implementation partner, acting as subcontractors to CLA hereunder and CLA remains fully and primarily responsible and liable for proper, complete performance of its obligations, to the extent any such Sage Intacct implementation partner fails to do so.

All activity and personnel will be scheduled when this Statement of Work is mutually signed. If there is a lag between the scheduled start of work and the a fully executed Statement of Work, personnel may be reassigned to other projects and your project may be delayed until new personnel can be scheduled and CLA will notify Client in advance of same.

Management responsibilities

We will remain independent throughout the engagement. For all accounting services we may provide to you, including these software implementation services, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services.

Cash Access

Client hereby acknowledges that CLA may inherently have, through administrative system rights, access to the client's Cash Management module and configured cash accounts within various modules during the implementation phase and subsequent post-go-live support phases. CLA will not make any changes to accounts or process any cash related transactions without the client's express written request and consent. Client acknowledges oversight responsibility over all its cash accounts, and should put in place procedures that would mitigate the risk of any potential fraudulent activities. Such procedures may include approval workflows for cash related activities, timely review of bank statements, and review of Sage Intacct's built-in audit logs.

Limitation of remedies

Our role is strictly limited to the engagement described in this letter, and we offer no assurance as to the results or ultimate outcomes of this engagement or of any decisions that you may make based upon our communications with, or our reports to, you. Your organization will be solely responsible for making all decisions concerning the contents of our communications and reports, for the adoption of any plans, and for implementing any plans you may develop, including any that we may discuss with you.

You agree that it is appropriate to limit the liability of CLA, its partners, principals, directors, officers, employees, and agents ("we" or "us") and that this limitation of remedies provision is governed by the laws of the state of Minnesota, without giving effect to choice of law principles.

You further agree that you will not hold us liable for any claim, cost, or damage, whether based on warranty, tort, contract, or other law, arising from or related to this agreement, the services provided under this agreement, the work product, or for any plans, actions, or results of this engagement, except to the extent authorized by this agreement. In no event shall we be liable to you for any indirect, special, incidental, consequential, punitive, or exemplary damages, or for loss of profits or loss of goodwill, costs, or attorneys' fees.

The exclusive remedy available to you shall be the right to pursue claims for actual damages that are directly caused by acts or omissions that are breaches by us of our duties under this agreement, but any recovery on any such claims shall not exceed the fees actually paid under this agreement by you to CLA.

Service satisfaction

To ensure that our services remain responsive to your needs, as well as fair to both parties, we will meet with you throughout the term of the agreement and, if necessary, revise or adjust the scope of the services to be provided and the fees to be charged.

Furthermore, it is understood that either party may terminate this agreement at any time, for any reason, by giving written notice to the other party. It is understood that any unpaid fees that are owed or invoices that are outstanding at the date of termination are to be paid in full immediately upon termination.

Other provisions

CLA will not disclose any confidential, proprietary, or privileged information of the organization to any persons without the authorization of organization management.
We will be responsible for our own property and casualty, general liability, and workers compensation insurance, taxes, professional training, and other personnel costs related to the operation of our business.

The relationship of CLA with the organization shall be solely that of an independent contractor and nothing in this agreement shall be construed to create or imply any relationship of employment, agency, partnership, or any relationship other than an independent contractor.

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The organization agrees that CLA will not be assuming any fiduciary responsibility on your behalf during the course of this engagement.

Employment provision

In the event that a CLA employee is solicited to work in a position as an employee of your organization, and in the event that the CLA employee accepts the position of employment with your organization, the following conditions will apply:

1. CLA will require a four-week notice period subsequent to the employee's written notice to CLA, and

2. The organization will be required to pay an employment fee of 50% of the employee's current salary to CLA immediately upon receipt of this notice.

If any former CLA employee shall be hired as an employee within 60 days of leaving CLA, there shall be a refutable presumption that the CLA employee was solicited to work as an employee of your organization and the above fee shall be payable to CLA.

Subcontractors

CLA may, at times, use subcontractors to perform services under this agreement, and they may have access to your information and records. Any such subcontractors will be subject to the same restrictions on the use of such information and records as apply to CLA under this agreement. We will be as responsible for any act done by these subcontractors as we are for any act done by a CLA employee under this agreement.

Sage Intacct terms of service

To provide the access to Sage Intacct, Reach Cyber Charter School, agrees to the Sage Intacct Terms of Service (referenced hereto: https://www.sageintacct.com/customer-terms-us/tos). CLA is an authorized Sage Intacct "Reseller" or "VAR" as identified in the Sage Intacct Terms of Service.

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Agreement

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

CliftonLarsonAllen LLP

Abe Mathew, Principal
abe.mathew@claconnect.com
(703) 825-2176

Response:

This letter correctly sets forth the understanding of **Reach Cyber Charter School.**

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____

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Order Schedule

Date: 13-Apr-2020
Offer Expires: 22-Mar-2020
Quote #: Q-120635

Prepared For:
Name: Karen Yeselavage
Company: Reach Cyber Charter School
Address: 750 East Park Drive
Suite 204
Harrisburgh, PA 17111
Phone: (717) 704-8437
Email: kyeselavage@reach.connectionsacademy.org

Terms

Term Length: 12 (months)
Subscription Period: 20-May-2020 through 19-May-2021

Invoicing Frequency: Annual subscription fees begin on the start date of your paid subscription period, with such fees invoiced annually at the beginning of each paid subscription period.
Payment Terms: Net 30 from date of invoice.

Products

Subscriptions

Product Name	Description	Quantity	Term List Price	Unit Disc.	Total Price
Intacct Financial Management (for a Single Business Entity)	Intacct Financial Management includes the following - General Ledger,Cash Management, Purchase Order, Accounts Payable, Order Entry, Accounts Receivable, Standard Reports, Dashboard, Customization Services.	1.00	5,220.00	1,566.00	3,654.00
User License - Business User	Users with unlimited access rights to all applications. Can be restricted based on permissions assigned by an Administrator.	5.00	2,640.00	792.00	9,240.00
Intacct Employee User 10 Pack	Ten (10) additional employee user pack with limited access rights which include: Read only access to the Dashboard; Ability to enter/approve expense reports, timesheets and/or purchase requisitions. Also includes read only access to any additional applications built on the Intacct Platform.	1.00	1,380.00	414.00	966.00
Intacct Basic Project Tracking	With Intacct Basic Project Tracking, you get the Project object and dimension, which allow you to create project records with descriptive elements and tag select financial transactions (AP bills, purchasing transactions, AR invoices, order entry transactions, and journal entries) with a valid project ID for later analysis and financial reporting. Also, actuals get accumulated in a summary object that can also be used for reporting.	1.00	3,000.00	900.00	2,100.00

Product Name	Description	Quantity	Term List Price	Unit Disc.	Total Price
Intacct Buy With Confidence Guarantee	Intacct distinguishes itself via its "Buy with Confidence" program. Guaranteed system uptime, disaster recovery protection, data security and response times are all included in Intacct's differentiating "Buy with Confidence" guarantee.	1.00	0.00	0.00	0.00
Essential Support	Essential Support is included at no additional charge to all customers of Intacct reseller Partners. Your Intacct Partner will respond to your initial request for support. Your Partner has direct access to all of Intacct's support resources including Intacct's comprehensive knowledgebase and Intacct's support personnel. Should your Partner be unable to resolve your support case, they will escalate to Intacct Support on your behalf. Intacct will work with your Partner, or directly with you, as needed, to resolve the case. Essential Support gives your company direct access to the Intacct Customer Portal- a single path to submit cases, check the status of cases and search Intacct's comprehensive knowledgebase for answers to commonly asked questions. This is also where your organization can recommend product enhancements directly to Intacct as well as vote on product enhancement requests submitted by others.	1.00	0.00	0.00	0.00
Intacct Application Hosting, Infrastructure and Security Services	Hosting of Intacct Applications at a secure top tier data center, and disaster recovery services at a separate secure data center in a different geographic locale, described in detail in the Buy With Confidence program. Additionally, data is backed up to tape and stored off-site.	1.00	0.00	0.00	0.00
Intacct Nonprofit Spend Management	Intacct Nonprofit Spend Management enables organizations to prevent expenditures beyond committed resources. Configure warning or prevention of spending. Provide insight and controls to deliver on their mission and commitment.	1.00	2,100.00	630.00	1,470.00
Sage Intacct Budgeting and Planning - License	Includes the ability to create and manage budgets, manage what-if scenarios, create versions, and collaborate across user types.	1.00	7,080.00	3,540.00	3,540.00
Sage Intacct Budgeting and Planning - Creator	Includes the ability to create, edit, and delete budgets, including versions and what-if scenarios. Creator user can manage permissions and security for all other user types and has full rights to create and manage centralized calculations.	2.00	1,080.00	540.00	1,080.00
Sage Intacct Budgeting and Planning - Contributor	Includes the ability to enter and view budgets with security based on permissions set by the creator user.	1.00	600.00	300.00	300.00
Sage Intacct Budgeting and Planning Integration	Includes the ability to integrate Budgeting and Planning data with Sage Intacct.	1.00	0.00	0.00	0.00

Product Name	Description	Quantity	Term List Price	Unit Disc.	Total Price
Intacct Platform Services - Standard	Intacct Platform - Standard includes the ability to deploy up to 2 applications on the Intacct Platform with up to 10 custom objects and 10,000 custom records. A minimum of Standard is required for the deployment of any Platform application, including Intacct Ready Partner or other 3rd party applications.	1.00	0.00	0.00	0.00
Intacct Web Services - Standard	Includes up to 900 transactions per month from applications using published Intacct Web Services. Required for the deployment of any application using Intacct Web Services, including Intacct Ready Partner or other 3rd party applications.	1.00	0.00	0.00	0.00
				Subscriptions Total:	USD 22,350.00

One-Time

Product Name	Description	Quantity	Term List Price	Unit Disc.	Total Price
One-Time Services Promotion - Partner paper	The Professional Services Promotional Pricing Discount is a one-time discount available only for the initial subscription period and cannot be applied to prices for any future subscription periods. The discount amount is intended to offset a portion of the professional services fees for implementing Sage Intacct	1.00	-11,175.00	0.00	-11,175.00
				One-Time Total:	USD -11,175.00

Grand Total: USD 11,175.00

TERMS:

This Order Schedule is subject to the Terms of Service located at https://www.sageintacct.com/customer-terms-us/tos, as amended from time to time ("Terms"), which are incorporated herein by this reference with the same force and effect as if they were given in full text. The Agreement is a legal agreement between Company and Sage Intacct, Inc. Company represents that it has reviewed the Terms and expressly agrees to them as of the Effective Date and in their then-current form on the date of any renewal of the Agreement. Prices shown above do not include any taxes that may apply.

The Buy With Confidence Program terms are located at https://www.sageintacct.com/customer-terms-us/sla and incorporated in this Order Schedule by this reference.

Exhibit A
Additional Terms and Conditions
The following terms are added to, and in the event of a conflict prevail over, the Terms:

- Any price increase will be limited to zero percent (0%) per annum for the first two annual renewal terms (year 2 and year 3 of the subscription) and five percent (5%) per annum for the third and fourth annual renewal terms (year 4 and year 5 of the subscription) for those items on the original Order Schedule.

- Intacct Financial management includes up to two hundred (200) bank account connections through bank feeds. Bank feeds provide electronic access to thousands of financial institutions for bank reconciliations and matching payments to invoices.

- *The Buy With Confidence Program and any agreement between the parties concerning the EU General Data Protection Regulation (GDPR) or the Health Insurance Portability and Accountability Act (HIPAA), if any, shall not apply to the Sage Intacct Budgeting and Planning Services.*