



**Reach Cyber Charter School  
ANNUAL 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, June 17, 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. School Leader’s Report (MSR attached) – J. Swan
    - i. Annual Act 44 Director of Safety Report on Safety and Security at the School
    - ii. CSI Status Update
    - iii. COVID-19 Response Update
    - iv. Graduation Update
  - b. Financial Report (attached) – K. Yeselavage
  
- V. Consent Items
  - a. Approval of Minutes from the May 20, 2020 Board Meeting (attached)
  - b. Approval of Staffing Report (attached)
  - c. Approval of OBL Invoice(s) for May (attached)
  - d. Approval of Board Meeting Schedule for the 2020- 2021 School Year (attached)
  
- VI. Action Items
  - a. Approval of Renewal Statement of Agreement (SOA) with OBL (to follow) – D. Taylor/ J. Swan/ L. Johnson
  - b. Approval of Budget for the 2020-2021 School Year (to follow) – K. Yeselavage/ D. Biondo
  - c. Approval of Board Designee to Work with School Leadership to Finalize and Submit the CSI School Improvement Plan – J. Swan/ M. Arthur
  - d. Approval of Directors – M. Arthur
  - e. Approval of Officers for the 2020-2021 School Year – M. Arthur
  
- VII. Information Items
  - a. Results of Parent Satisfaction Survey (attached) – J. Swan
  - b. State Account Relations (STAR) Update – L. Johnson
  - c. Partner School Leadership Team (PSLT) Update – M. Brown
  
- VIII. Strategic Planning
  
- IX. EXECUTIVE SESSION – Pursuant to 65 Pa. C.S. §§ 708(a)(1) – to discuss any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee (attached) – M. Brown
  
- X. Approval of School Leader Compensation for the 2020- 2021 School Year – D. Taylor
  
- XI. Adjournment and Confirmation of Next Meeting – Wednesday, August 19, 2020 at 9:00 a.m.

# MONTHLY SCHOOL REPORT

## School & Date Selection

**School**

Reach Cyber Charter School

**Report Date**

May 31, 2020

### Currently Enrolled

**3856**

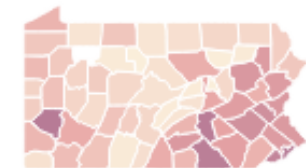
### Total YTD Enrolled

**4925**

### Enrollment Services Complete (Stage 4)

**5093**

### Enrolled Students by County



# Reach Cyber Charter School

May 31, 2020

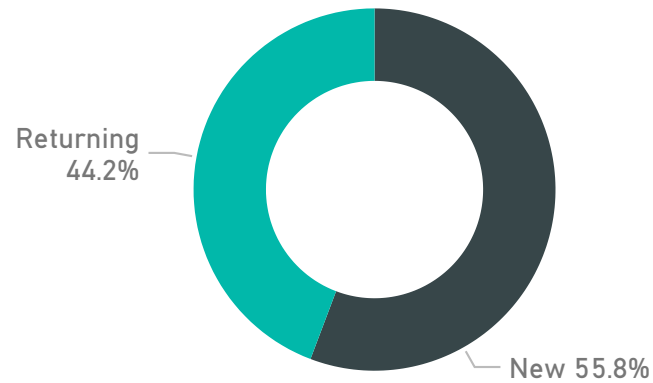
**Current Enrollment Month-Over-Month Change**

**1%**

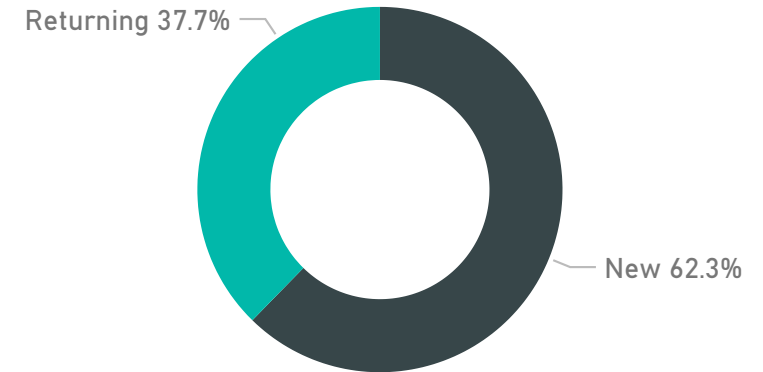
**Current Enrollment Year-Over-Year Change**

**25%**

## New and Returning

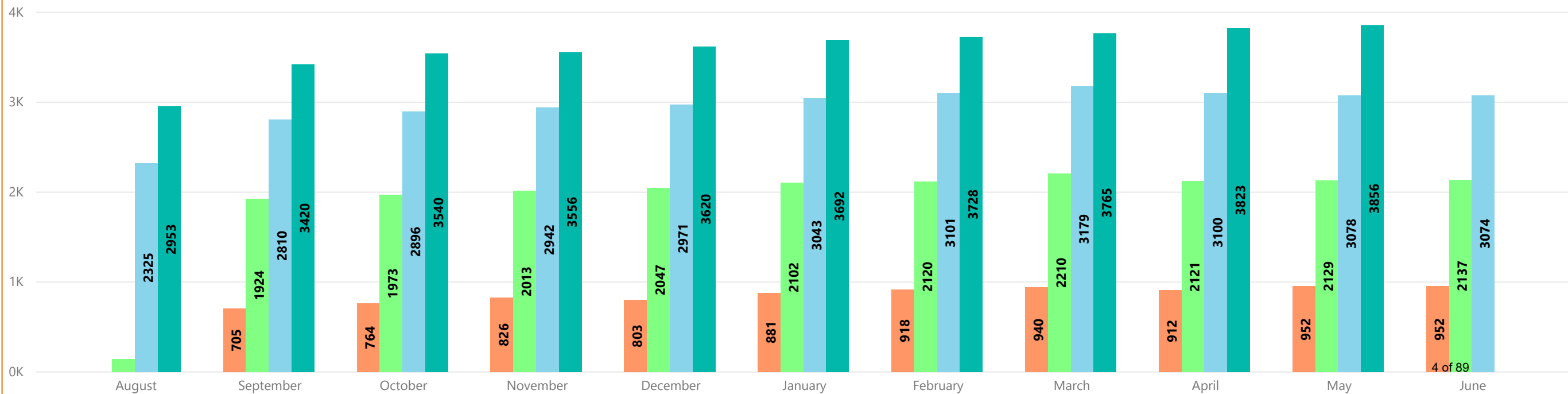


## New and Returning Prior Year



## Monthly Student Current Enrollment Comparison

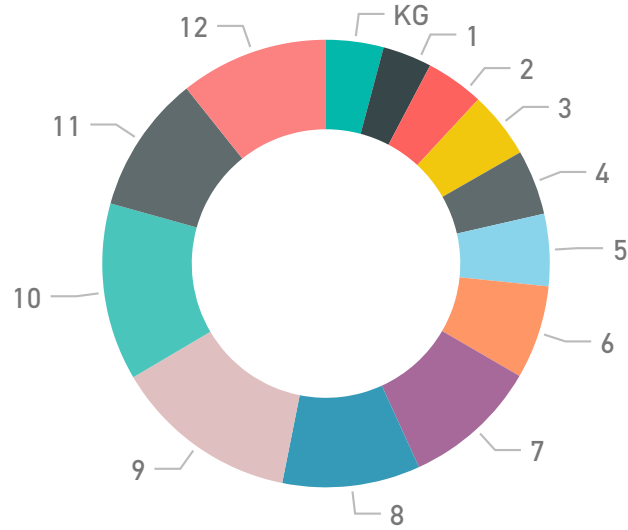
schoolYear ● 2016-2017 ● 2017-2018 ● 2018-2019 ● 2019-2020



# Reach Cyber Charter School

## May 31, 2020

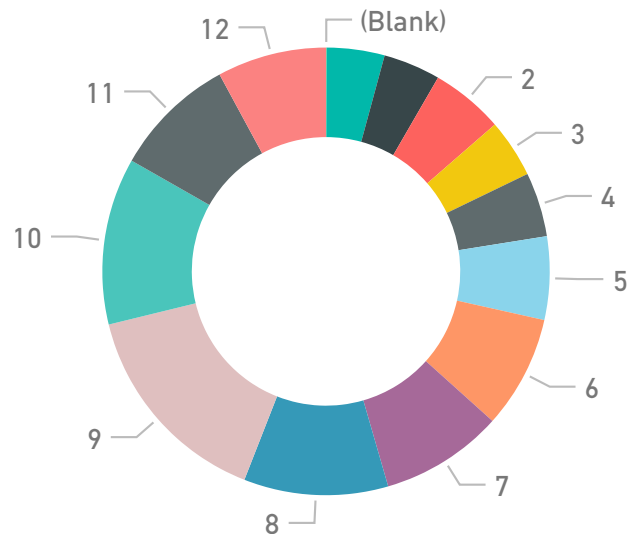
### Enrolled Students by Final Grade



### Grade Distribution

ReportPeriod GradeDistribution	SameMonthPriorYear		PriorEOY		LastMonth		CurrentMonth	
	Students	%CT Students	Students	%CT Students	Students	%CT Students	Students	%CT Students
<b>PK-2</b>	<b>418</b>	<b>14%</b>	<b>418</b>	<b>14%</b>	<b>443</b>	<b>12%</b>	<b>459</b>	<b>12%</b>
KG	129	4%	129	4%	158	4%	160	4%
1	127	4%	127	4%	131	3%	137	4%
2	162	5%	162	5%	154	4%	162	4%
<b>3-5</b>	<b>458</b>	<b>15%</b>	<b>458</b>	<b>15%</b>	<b>560</b>	<b>15%</b>	<b>568</b>	<b>15%</b>
3	130	4%	130	4%	184	5%	186	5%
4	143	5%	143	5%	177	5%	181	5%
5	185	6%	185	6%	199	5%	201	5%
<b>6-8</b>	<b>845</b>	<b>27%</b>	<b>843</b>	<b>27%</b>	<b>1014</b>	<b>27%</b>	<b>1022</b>	<b>27%</b>
6	251	8%	252	8%	258	7%	260	7%
7	273	9%	270	9%	373	10%	378	10%
8	321	10%	321	10%	383	10%	384	10%
<b>9-12</b>	<b>1356</b>	<b>44%</b>	<b>1355</b>	<b>44%</b>	<b>1806</b>	<b>47%</b>	<b>1807</b>	<b>47%</b>
9	469	15%	469	15%	517	14%	516	13%
10	371	12%	369	12%	494	13%	494	13%
11	273	9%	273	9%	384	10%	384	10%
12	243	8%	244	8%	411	11%	413	11%
<b>Total</b>	<b>3077</b>	<b>100%</b>	<b>3074</b>	<b>100%</b>	<b>3823</b>	<b>100%</b>	<b>3856</b>	<b>100%</b>

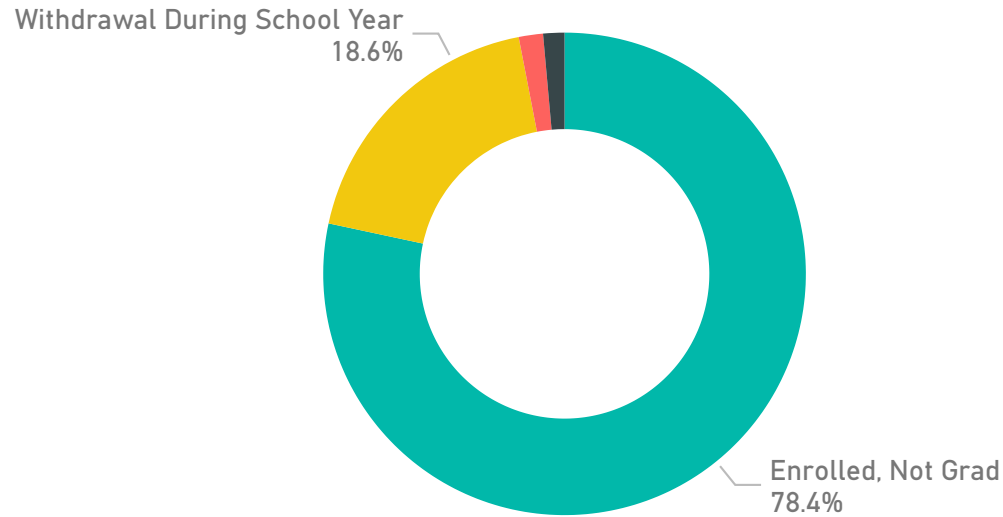
### Enrolled Students Prior Year by Final Grade



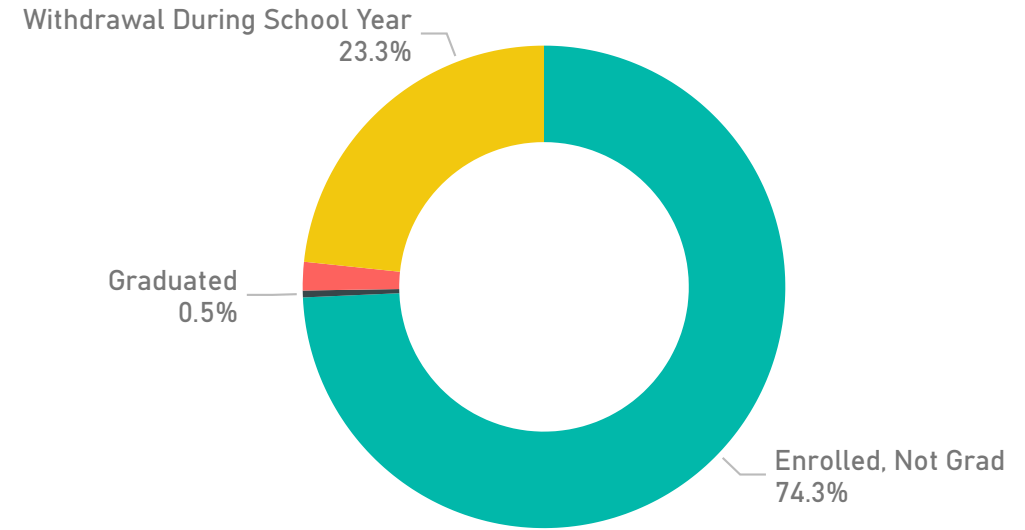
# Reach Cyber Charter School

May 31, 2020

### Total YTD Enrollment by Withdrawal Category



### Total YTD Enrollment Prior Year by Withdrawal Category



### Total YTD Enrollment

ReportPeriod Withdrawal Category	SameMonthPriorYear		PriorEOY		LastMonth		CurrentMonth	
	Student Count	%CT Student Count	Student Count	%CT Student Count	Student Count	%CT Student Count	Student Count	%CT Student Count
Enrolled, Not Grad	3081	74%	3074	74%	3826	78%	3859	78%
Graduated	19	0%	19	0%	69	1%	70	1%
Prior To Engagement	79	2%	79	2%	79	2%	80	2%
Withdrawal During School Year	968	23%	975	24%	918	19%	916	19%
<b>Total</b>	<b>4147</b>	<b>100%</b>	<b>4147</b>	<b>100%</b>	<b>4892</b>	<b>100%</b>	<b>4925</b>	<b>100%</b>

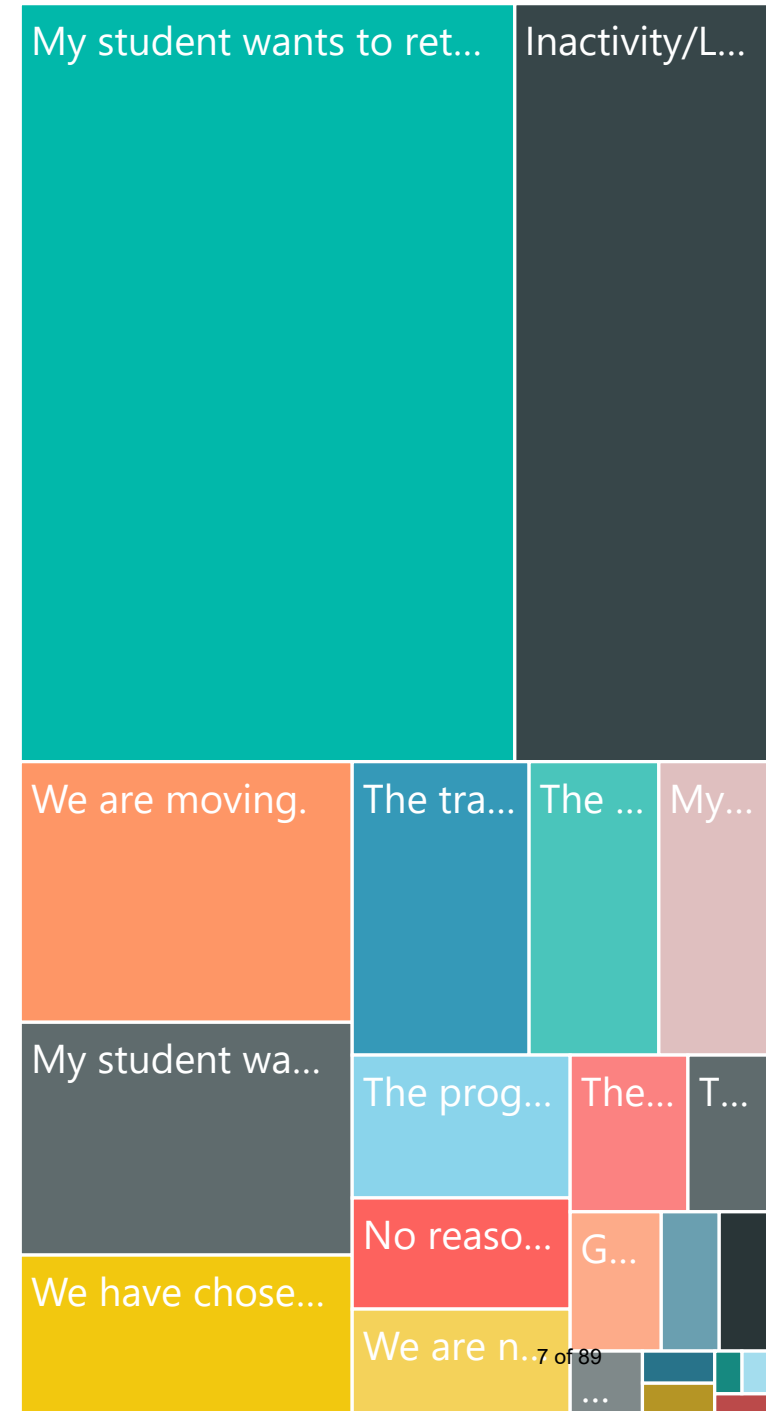
**Enrollment Services Complete (Stage 4)**

**5093**

# Reach Cyber Charter School

## May 31, 2020

Withdrawal Reason				
WD Reason	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
			16	16
Another Reason	26	26	1	1
Applying for next school year	1	1		
Different/Better Schooling Option (Not related to socialization)	521	524	327	325
Generally dissatisfied with curriculum/course options			11	11
Getting started with the school was too difficult	2	2		
Inactivity	236	236	168	167
Life change	106	108		
Mismatch Academic	15	15		
Mismatch Family Schedule	5	5		
No longer able to provide a Learning Coach			22	20
No Reason Given			19	21
Program not flexible enough			16	16
Program takes too much of Learning Coach's time			27	27
Program takes too much of student's time			11	11
Pursuing GED	29	31	27	28
Required Documentation Incomplete			2	2
Student wants more socialization	9	9	67	67
Technical Difficulties	3	3	1	1
The curriculum is too hard			33	33
Transition to virtual school too difficult			45	45
Unhappy with the school	14	14	4	4
We are moving			75	75
We have chosen to home school			46	46



# Reach Cyber Charter School

## May 31, 2020

### Household Data

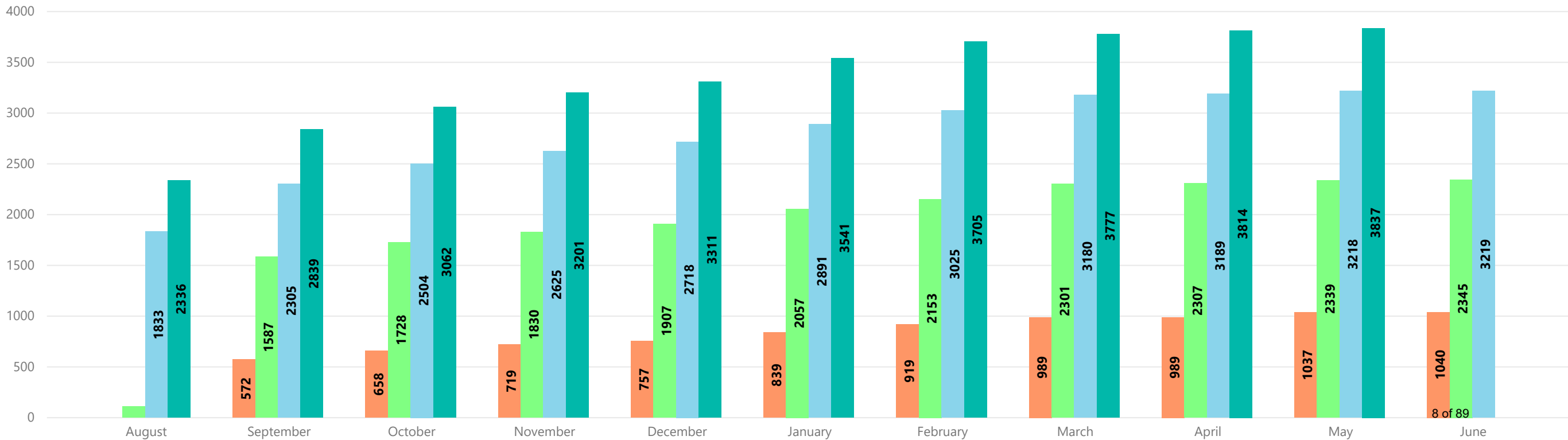
Household Data	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
Active	2428	2422	3023	3045
Graduated	19	19	68	70
WD During School Year	774	780	751	749
WD Prior To Engagement	71	71	74	75

### Students Per Active Household

SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
1.27	1.27	1.27	1.27

### Monthly Total Households

schoolYear ● 2016-2017 ● 2017-2018 ● 2018-2019 ● 2019-2020





# Reach Cyber Charter School

## May 31, 2020

### Ethnicity

Ethnicity	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
Hispanic or Latino	427	427	541	544
Not Hispanic or Latino	2649	2645	3280	3310

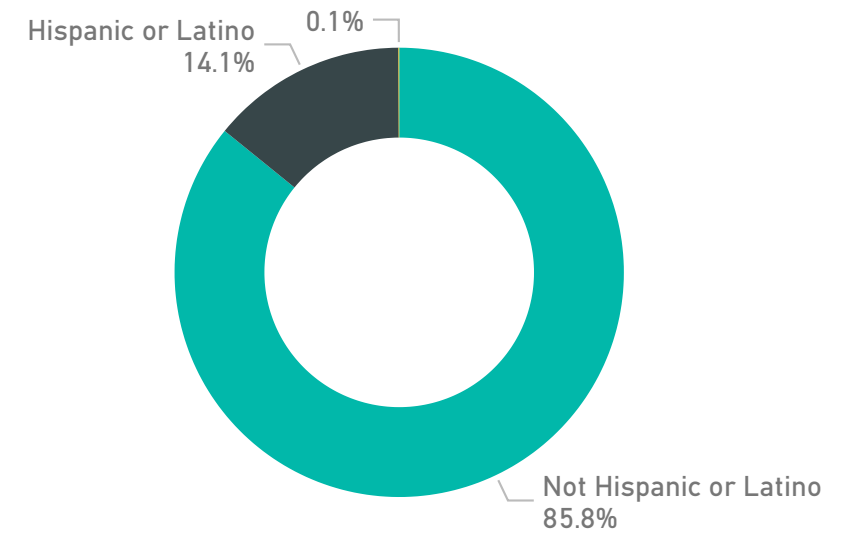
### Race

Race	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
American Indian or Alaskan Native	127	127	154	155
Asian	68	68	78	82
Black/African American	888	891	1179	1194
Native Hawaiian or Other Pacific Islander	40	40	47	47
White	2274	2267	2744	2761

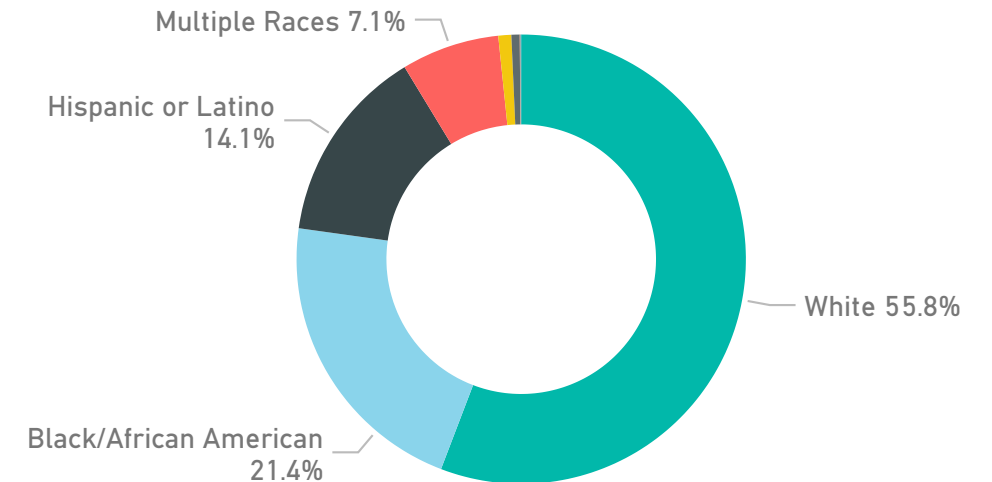
### Distinct Race/Ethnicity

Distinct Race/Ethnicity	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
American Indian or Alaskan Native	20	20	23	23
Asian	28	28	35	36
Black/African American	618	621	809	825
Hispanic or Latino	427	427	541	544
Multiple Races	219	219	269	272
Native Hawaiian or Other Pacific Islander	2	2	2	2
Not Indicated	2	2	2	2
White	1762	1755	2142	2152

### Enrolled Students by Ethnicity



### Enrolled Students by Distinct Race/Ethnicity



# Reach Cyber Charter School

## May 31, 2020

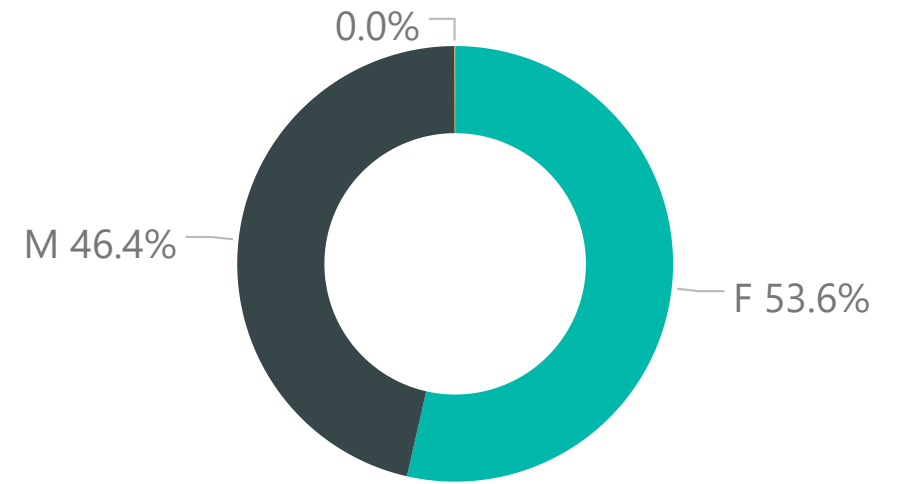
### Gender

Gender	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
	1	1	1	1
F	1725	1721	2046	2065
M	1352	1352	1775	1789
X			1	1

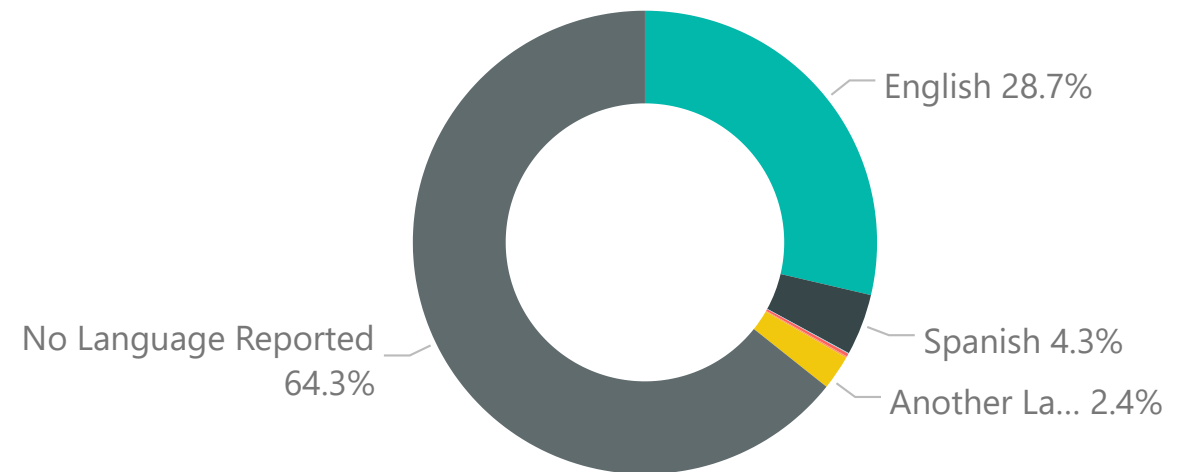
### Primary Language

Home Language	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
English	1357	1355	1098	1105
Spanish	93	93	165	165
Russian	5	5	2	2
Arabic	17	17	8	8
Urdu	1	1	4	4
Another Language	62	61	90	93
No Language Reported	1543	1542	2456	2479

### Enrolled Students by Gender



### Enrolled Students by Language

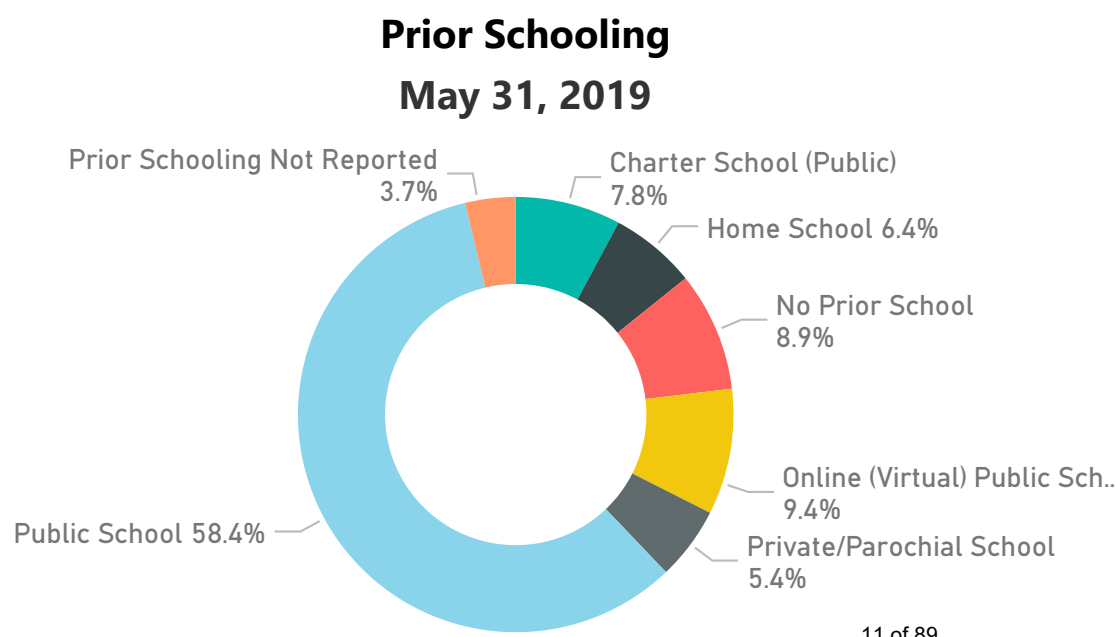
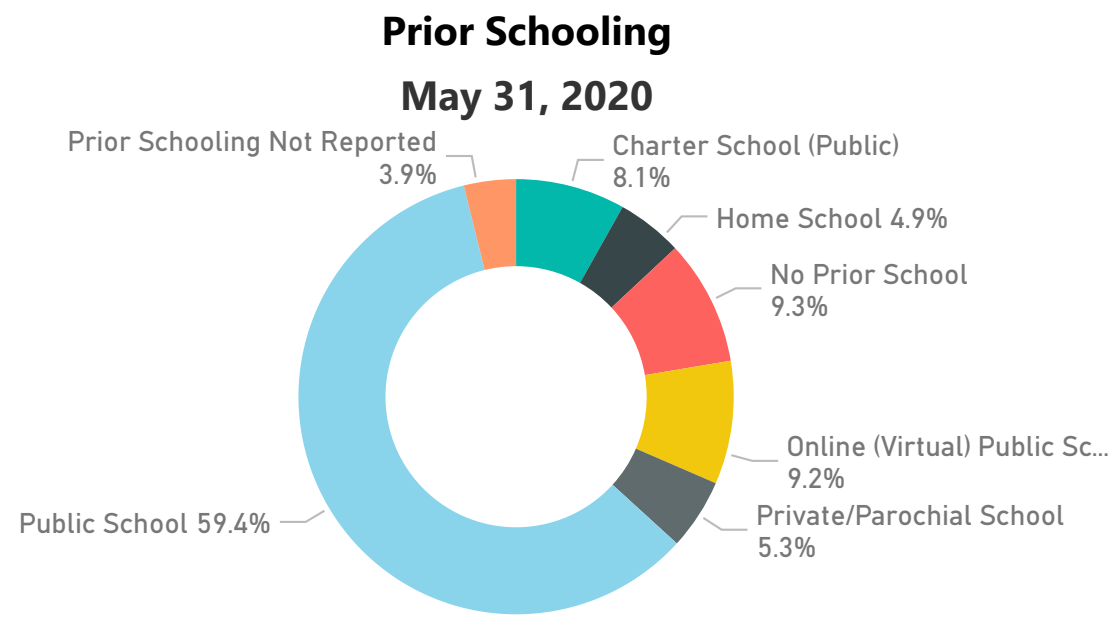


# Reach Cyber Charter School

## May 31, 2020

### Prior Schooling

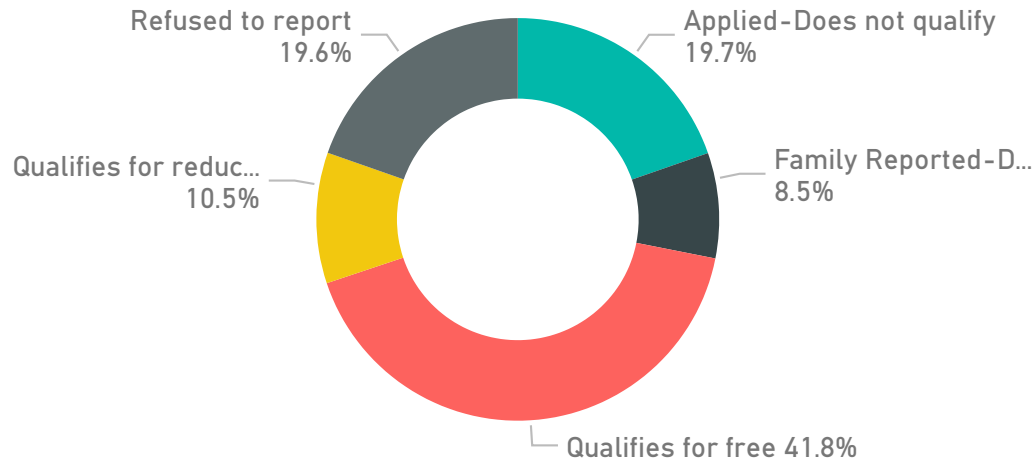
Prior Schooling	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
Charter School (Public)	241	243	310	314
Home School	197	196	189	189
No Prior School	273	274	357	359
Online (Virtual) Public School	288	287	353	353
Private/Parochial School	167	166	196	203
Public School	1797	1793	2269	2289
Prior Schooling Not Reported	115	115	149	149



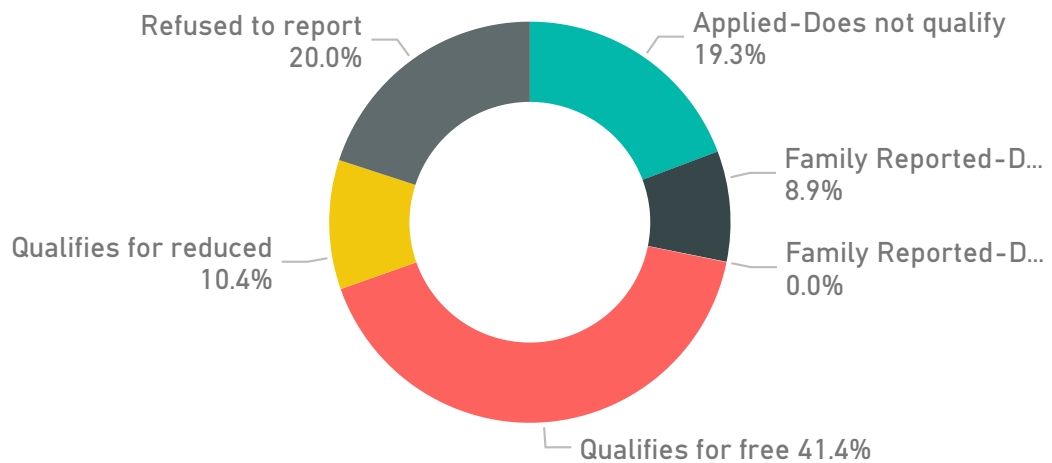
# Reach Cyber Charter School

## May 31, 2020

### FARM Eligibility May 31, 2020

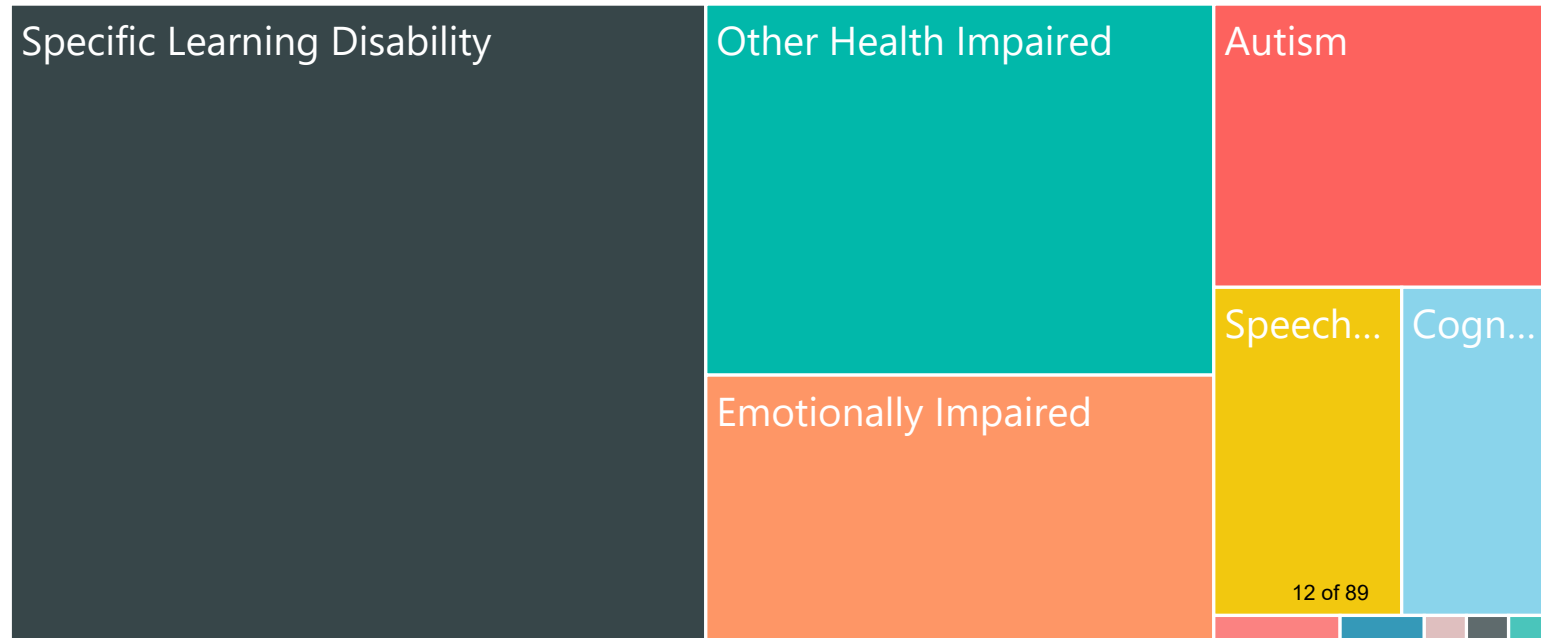


### FARM Eligibility May 31, 2019



### Disability

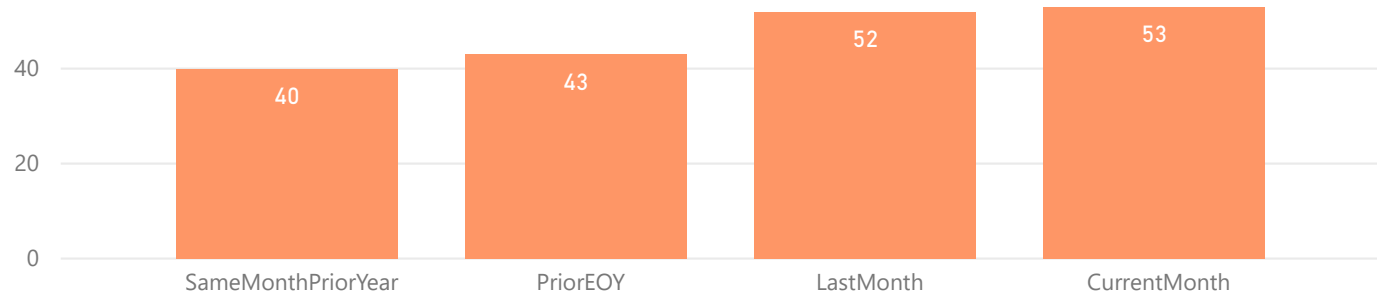
Disability	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
Autism	63	65	82	82
Cognitive Disability	20	20	42	42
Emotionally Impaired	86	84	116	117
Hearing Impaired	3	3	3	3
Multiple Disabilities	2	2	1	1
Other	23	22		
Other Health Impaired	128	131	159	162
Physical Disability	1	1	1	1
Specific Learning Disability	241	239	381	382
Speech/Language Impaired	44	45	52	53
Traumatic Brain Injury	1	1	1	1
Visually Impaired	1	1	2	2



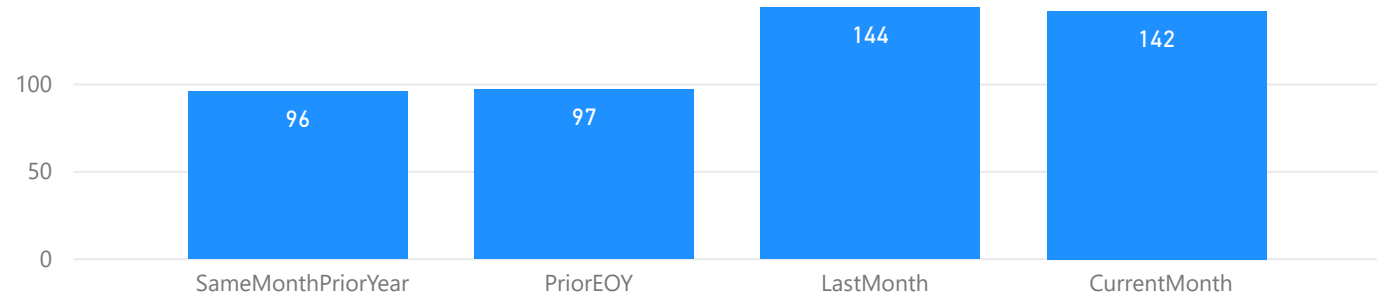
# Reach Cyber Charter School

May 31, 2020

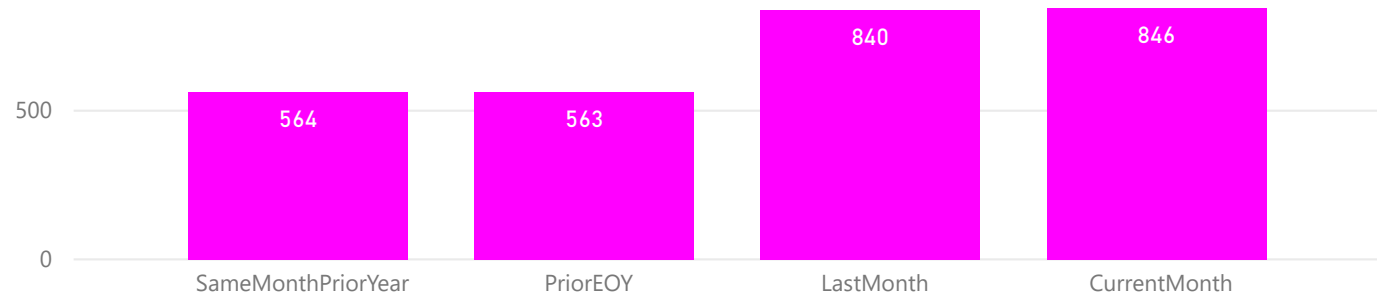
## Gifted



## Plan504



## IEP



## Currently Enrolled

**3856**

## Gifted

**1%**

## Plan504

**4%**

## IEP

**22%**

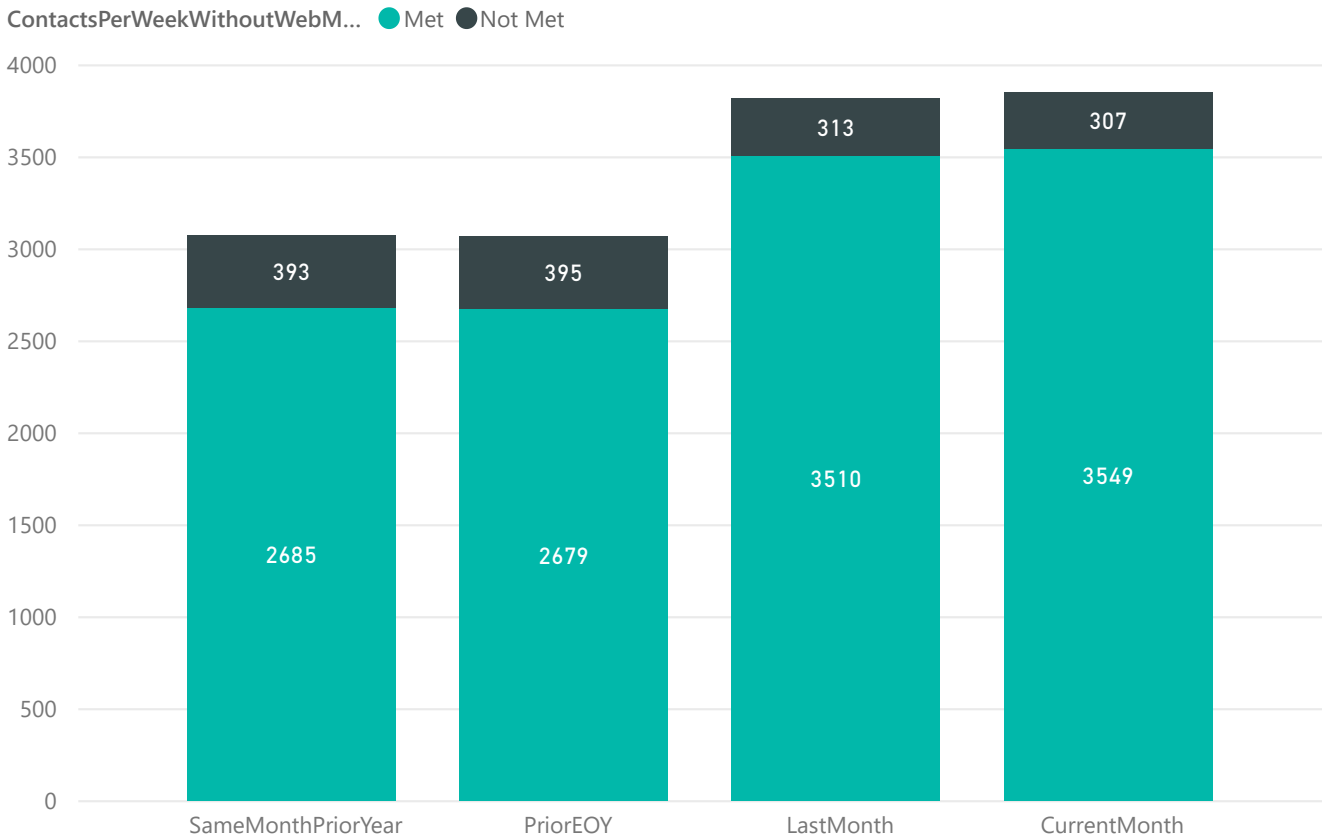
## Not in Special Population

**73%**

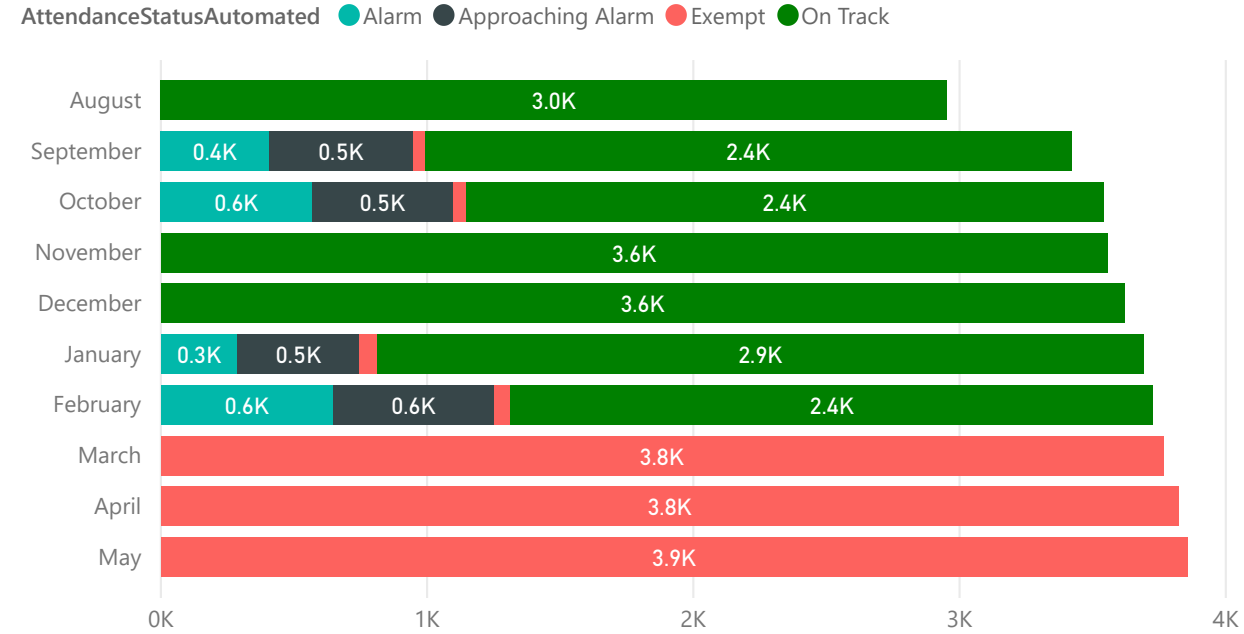
# Reach Cyber Charter School

## May 31, 2020

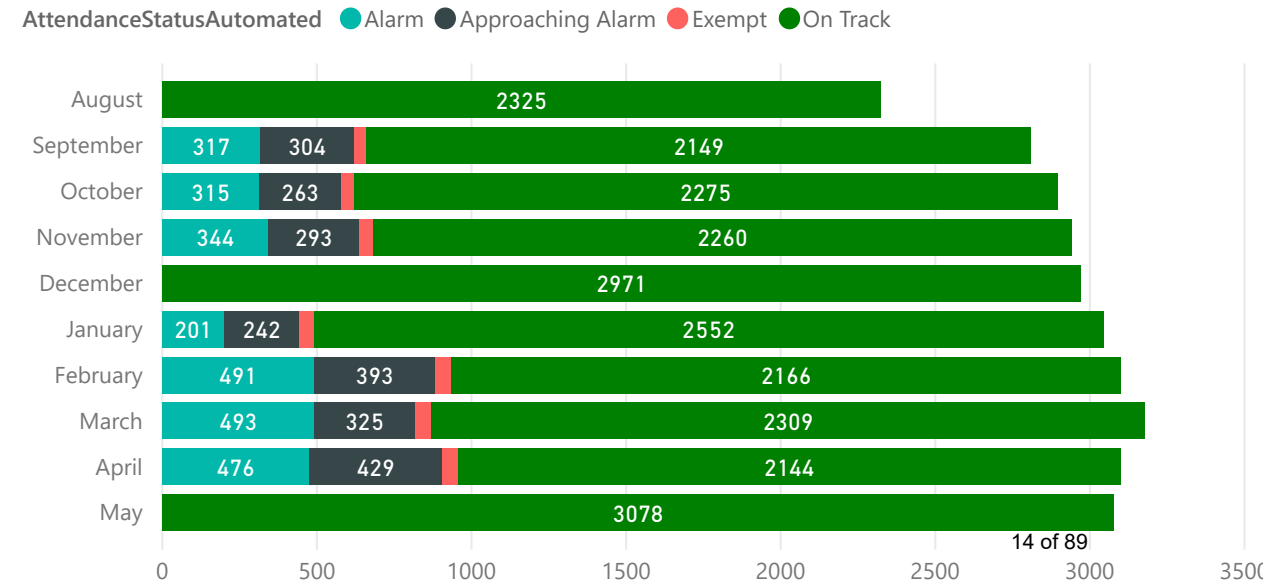
### Contacts Per Week



### School Year: 2019-2020



### School Year: 2018-2019



### Currently Enrolled

**3856**

# Reach Cyber Charter School

## May 31, 2020

### Average Participation

GradeDistribution	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
PK-2	92%	98%	85%	90%
3-5	88%	101%	83%	90%
6-8	90%	100%	83%	95%
9-12	84%	96%	75%	87%
<b>Total</b>	<b>87%</b>	<b>98%</b>	<b>79%</b>	<b>90%</b>

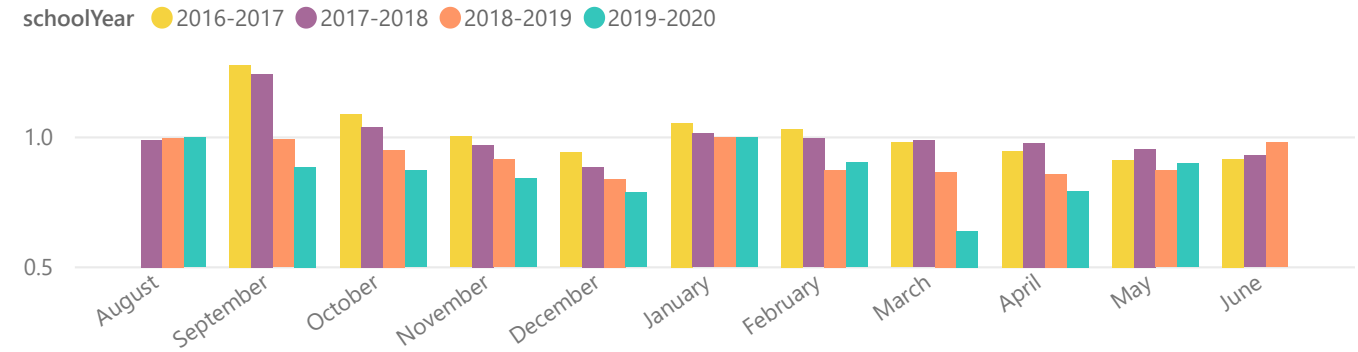
### Average Performance

GradeDistribution	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
PK-2	82%	83%	81%	84%
3-5	72%	75%	72%	76%
6-8	68%	70%	69%	73%
9-12	67%	71%	68%	73%
<b>Total</b>	<b>70%</b>	<b>73%</b>	<b>71%</b>	<b>75%</b>

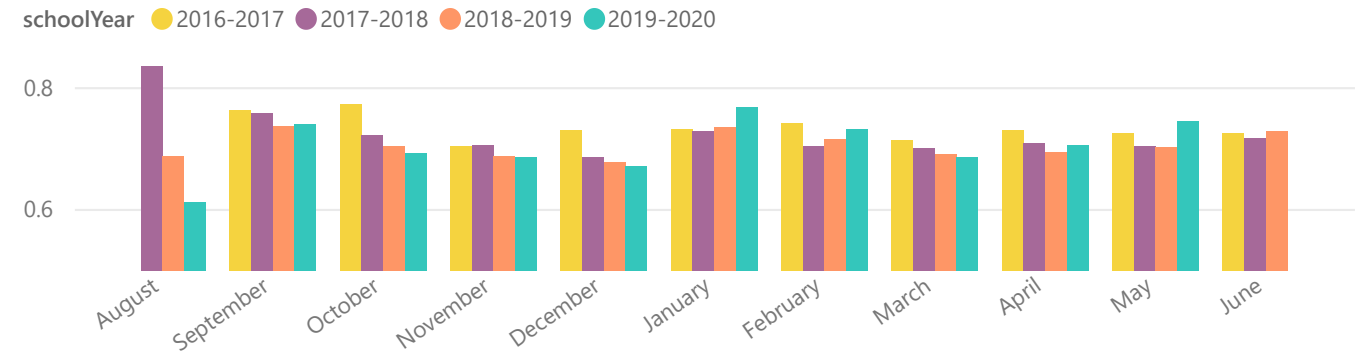
### Average Attendance

GradeDistribution	SameMonthPriorYear	PriorEOY	LastMonth	CurrentMonth
PK-2	108%	112%	100%	86%
3-5	111%	116%	103%	90%
6-8	107%	111%	98%	85%
9-12	103%	108%	96%	83%
<b>Total</b>	<b>106%</b>	<b>111%</b>	<b>98%</b>	<b>85%</b>

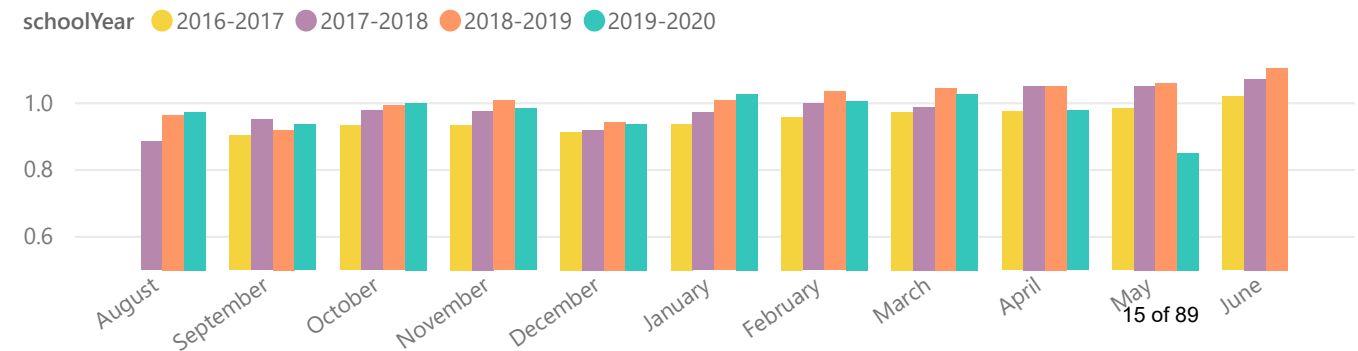
### Average Total Participation



### Average Total Performance



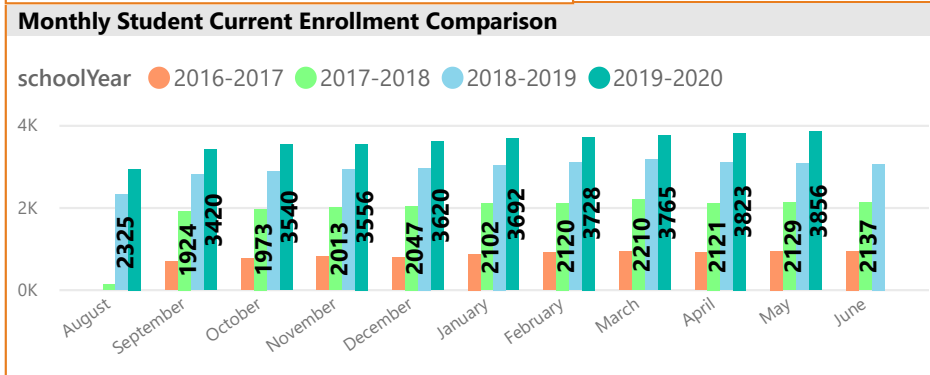
### Average Total Attendance



<b>Currently Enrolled</b>	<b>Total YTD Enrolled</b>
<b>3856</b>	<b>4925</b>
<b>Enrollment Services Complete (Stage 4)</b>	
<b>5093</b>	

**Reach Cyber Charter School**  
May 31, 2020

<b>Current Enrollment Month-Over-Month Change</b>
<b>1%</b>
<b>Current Enrollment Year-Over-Year Change</b>
<b>25%</b>



### Total YTD Enrollment

ReportPeriod	SameMonthPriorYear		CurrentMonth	
	Student Count	%CT Student Count	Student Count	%CT Student Count
Enrolled, Not Grad	3081	74%	3859	78%
Graduated	19	0%	70	1%
Prior To Engagement	79	2%	80	2%
Withdrawal During School Year	968	23%	916	19%
<b>Total</b>	<b>4147</b>	<b>100%</b>	<b>4925</b>	<b>100%</b>

### New & Returning

ReportPeriod	SameMonthPriorYear		CurrentMonth	
	New or Returning Students	%CT Students	Students	%CT Students
New	1918	62.31%	2150	55.76%
Returning	1160	37.69%	1706	44.24%

### Household Data

Household Data	SameMonthPriorYear	CurrentMonth
Active	2428	3045
Graduated	19	70
WD During School Year	774	749
WD Prior To Engagement	71	75

### Students Per Active Household

SameMonthPriorYear	CurrentMonth
1.27	1.27

### Grade Distribution

ReportPeriod	SameMonthPriorYear		CurrentMonth	
	GradeDistribution	Students	%CT Students	Students
<b>PK-2</b>	<b>418</b>	<b>14%</b>	<b>459</b>	<b>12%</b>
KG	129	4%	160	4%
1	127	4%	137	4%
2	162	5%	162	4%
<b>3-5</b>	<b>458</b>	<b>15%</b>	<b>568</b>	<b>15%</b>
3	130	4%	186	5%
4	143	5%	181	5%
5	185	6%	201	5%
<b>6-8</b>	<b>845</b>	<b>27%</b>	<b>1022</b>	<b>27%</b>
6	251	8%	260	7%
7	273	9%	378	10%
8	321	10%	384	10%
<b>9-12</b>	<b>1356</b>	<b>44%</b>	<b>1807</b>	<b>47%</b>
9	469	15%	516	13%
10	371	12%	494	13%
11	273	9%	384	10%
12	243	8%	413	11%
<b>Total</b>	<b>3077</b>	<b>100%</b>	<b>3856</b>	<b>100%</b>

### Withdrawal Reason

Withdrawal Reason	SameMonthPriorYear
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.	



**Reach Cyber Charter School  
May 31, 2020**

Gender		
Gender	SameMonthPriorYear	CurrentMonth
	1	1
F	1725	2065
M	1352	1789
X		1

Primary Language		
Home Language	SameMonthPriorYear	CurrentMonth
English	1357	1105
Spanish	93	165
Russian	5	2
Arabic	17	8
Urdu	1	4
Another Language	62	93
No Language Reported	1543	2479

Ethnicity		
Ethnicity	SameMonthPriorYear	CurrentMonth
Hispanic or Latino	427	544
Not Hispanic or Latino	2649	3310

Race		
Race	SameMonthPriorYear	CurrentMonth
American Indian or Alaskan Native	127	155
Asian	68	82
Black/African American	888	1194
Native Hawaiian or Other Pacific Islander	40	47
White	2274	2761

Household FARM Eligibility		
HouseholdFARMEligibility	SameMonthPriorYear	CurrentMonth
Applied-Does not qualify	487	619
Family Reported-Does not qualify	230	266
Family Reported-Does not qualify,Refused to report	1	
Qualifies for free	989	1181
Qualifies for reduced	252	324
Refused to report	506	620

Disability		
Disability	SameMonthPriorYear	CurrentMonth
Autism	63	82
Cognitive Disability	20	42
Emotionally Impaired	86	117
Hearing Impaired	3	3
Multiple Disabilities	2	1
Other	23	
Other Health Impaired	128	162
Physical Disability	1	1
Specific Learning Disability	241	382
Speech/Language Impaired	44	53
Traumatic Brain Injury	1	1
Visually Impaired	1	2

Gifted		
Gifted	SameMonthPriorYear	CurrentMonth
Yes	40	53

Plan 504		
Plan504	SameMonthPriorYear	CurrentMonth
504	96	142

IEP		
IEP	SameMonthPriorYear	CurrentMonth
IEP	564	846

Gifted	Plan504
<b>1%</b>	<b>4%</b>
IEP	Not in Special Population
<b>22%</b>	<b>73%</b>

Distinct Race/Ethnicity		
Distinct Race/Ethnicity	SameMonthPriorYear	CurrentMonth
American Indian or Alaskan Native	20	23
Asian	28	36
Black/African American	618	825
Hispanic or Latino	427	544
Multiple Races	219	272
Native Hawaiian or Other Pacific Islander	2	2
Not Indicated	2	2
White	1762	2152

Prior Schooling		
Prior Schooling	SameMonthPriorYear	CurrentMonth
Charter School (Public)	241	314
Home School	197	189
No Prior School	273	359
Online (Virtual) Public School	288	353
Private/Parochial School	167	203
Public School	1797	2289
Prior Schooling Not Reported	115	149

**Reach Cyber Charter School  
May 31, 2020**

**Contacts Per Week**

ContactsPerWeekWithoutWebMail	SameMonthPriorYear	CurrentMonth
Met	2685	3549
Not Met	393	307

**Attendance Status**

AttendanceStatusAutomated	SameMonthPriorYear	CurrentMonth
Exempt		3856
On Track	3078	

**Average Participation**

GradeDistribution	SameMonthPriorYear	CurrentMonth
PK-2	92%	90%
3-5	88%	90%
6-8	90%	95%
9-12	84%	87%
<b>Total</b>	<b>87%</b>	<b>90%</b>

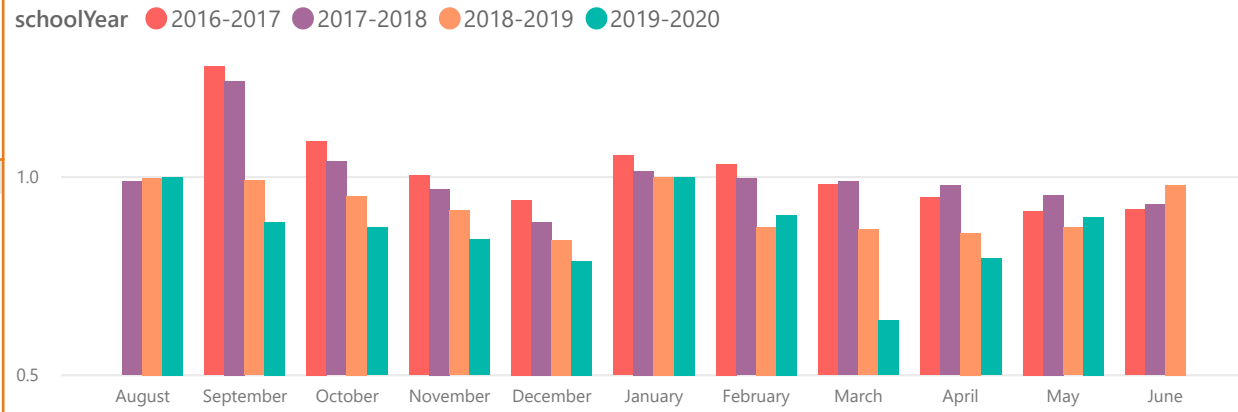
**Average Performance**

GradeDistribution	SameMonthPriorYear	CurrentMonth
PK-2	82%	84%
3-5	72%	76%
6-8	68%	73%
9-12	67%	73%
<b>Total</b>	<b>70%</b>	<b>75%</b>

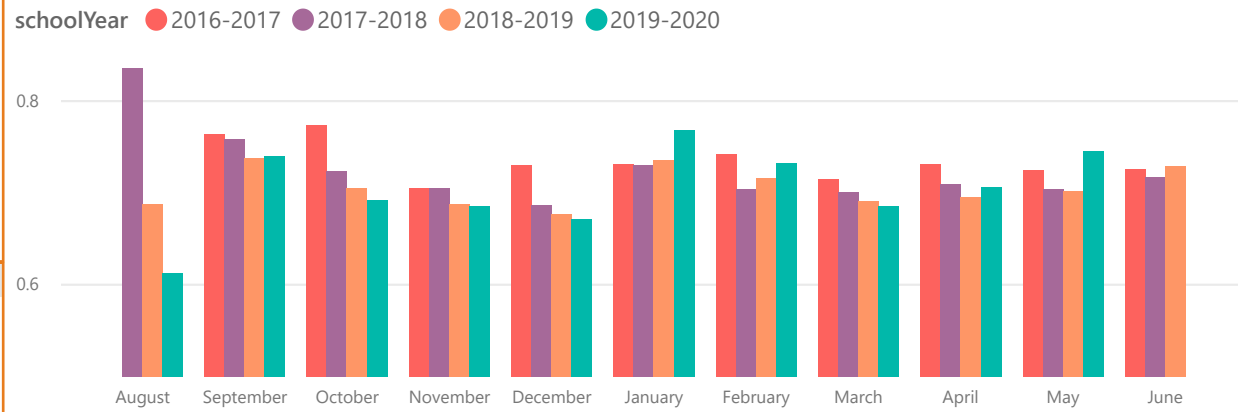
**Average Attendance**

GradeDistribution	SameMonthPriorYear	CurrentMonth
PK-2	108%	86%
3-5	111%	90%
6-8	107%	85%
9-12	103%	83%
<b>Total</b>	<b>106%</b>	<b>85%</b>

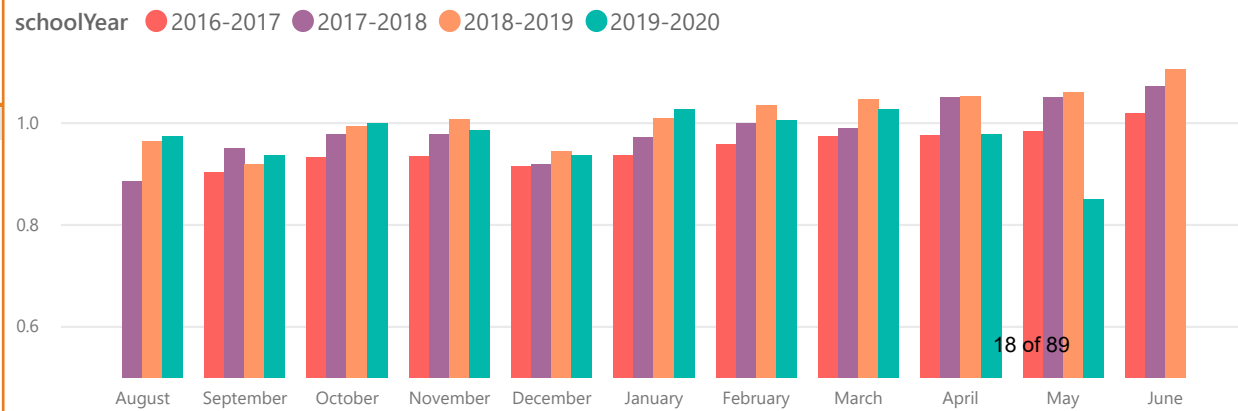
**Average Total Participation**



**Average Total Performance**



**Average Total Attendance**



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

	May-20 Actual	YTD Actual	Annual Forecast	Annual Budget	Forecast vs Budget	Forecast vs. Budget Variance
<b>Forecasted Enrollment</b>						
Forecasted ADM			3,599	3,942	(343)	-8.7%
Forecasted Total Enrollment			5,072	6,046	(974)	-16.1%
Forecasted Funded Enrollment			3,748	3,892	(144)	-3.7%
<b>Revenue</b>						
State Funding	6,182,542.20	54,360,769.37	55,913,954.87	54,781,728.00	1,132,226.87	2.1%
Federal Funding	321,236.33	1,422,560.96	1,713,104.42	1,752,427.00	(39,322.58)	-2.2%
Other Funding	4,681.22	207,387.60	233,675.00	21,000.00	212,675.00	1012.7%
<b>Total Revenue</b>	<b>6,508,459.75</b>	<b>55,990,717.93</b>	<b>57,860,734.29</b>	<b>56,555,155.00</b>	<b>1,305,579.29</b>	<b>2.3%</b>
<b>Program Expenses</b>						
<b>Compensation Expense</b>						
Administration Staff	370,803.94	3,803,572.03	4,739,383.14	5,013,020.00	273,636.86	5.5%
Instructional Staff	1,669,755.68	16,020,412.47	21,319,115.03	22,560,802.00	1,241,686.97	5.5%
<b>Total Compensation Expense</b>	<b>2,040,559.62</b>	<b>19,823,984.50</b>	<b>26,058,498.17</b>	<b>27,573,822.00</b>	<b>1,515,323.83</b>	<b>5.5%</b>
<b>Fee Based Expenses</b>						
Enrollment/Unit Based Fees	2,388,520.34	19,022,048.35	21,125,453.68	23,213,988.00	2,088,534.32	9.0%
<b>Total Fee Based Expenses</b>	<b>2,388,520.34</b>	<b>19,022,048.35</b>	<b>21,125,453.68</b>	<b>23,213,988.00</b>	<b>2,088,534.32</b>	<b>9.0%</b>
<b>Other School Expenses</b>						
Assessment	415.08	72,314.01	107,000.00	482,000.00	375,000.00	77.8%
Employee Related	12,924.76	226,257.58	303,000.00	489,000.00	186,000.00	38.0%
Facilities	131,989.74	795,110.48	918,000.00	668,120.00	(249,880.00)	-37.4%
Governance	4,315.85	277,008.56	312,285.00	197,500.00	(114,785.00)	-58.1%
Instructional	1,450.82	469,278.88	1,855,260.00	743,260.00	(1,112,000.00)	-149.6%
Professional Services	17,804.98	338,319.03	439,000.00	315,000.00	(124,000.00)	-39.4%
Student Related	166,233.14	2,011,130.47	2,425,000.00	2,667,000.00	242,000.00	9.1%
Pending Allocation	(2,589.71)	23,593.75	55,000.00	-	(55,000.00)	0.0%
<b>Total Other School Expenses</b>	<b>332,544.66</b>	<b>4,213,012.76</b>	<b>6,414,545.00</b>	<b>5,561,880.00</b>	<b>(852,665.00)</b>	<b>-15.3%</b>
<b>Total Program Expenses</b>	<b>4,761,624.62</b>	<b>43,059,045.61</b>	<b>53,598,496.85</b>	<b>56,349,690.00</b>	<b>2,751,193.15</b>	<b>4.9%</b>
<b>Net Increase (Decrease)</b>	<b>1,746,835.13</b>	<b>12,931,672.32</b>	<b>4,262,237.44</b>	<b>205,465.00</b>	<b>4,056,772.44</b>	
<b>Beginning fund balance</b>	<b>20,760,248.26</b>	<b>9,575,411.07</b>	<b>9,575,411.07</b>			
<b>Ending fund balance</b>	<b>22,507,083.39</b>	<b>22,507,083.39</b>	<b>13,837,648.51</b>			

Reach Cyber Charter School  
Balance Sheet  
May 31, 2020

**ASSETS**

**Cash and Short Term Investments:**

Cash:Checking	\$	3,944,111.11
Cash:Money Market Account		13,548,975.19

<b>Total Cash and Short Term Investments</b>		<b>17,493,086.30</b>
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**Other Current Assets:**

Current State Receivables - FY20		10,875,033.64
PY State Receivables - FY19		47,077.46
SHARRS Receivable - FY19		46,592.75
Allowance for Doubtful Accounts		(142,340.91)

<b>Total Other Current Assets</b>		<b>10,826,362.94</b>
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**Fixed Assets:**

**Property Plant & Equipment:**

Computer Hardware		48,121.10
Leasehold Improvements		223,325.99
Furniture		103,706.34
Accum Depr:Computer Hardware		(43,153.45)
Accum Depr:Leasehold Improvements		(67,544.83)
Accum Depr: Furniture		(39,084.91)

<b>Net Fixed Assets</b>		<b>225,370.24</b>
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**Other Assets:**

Security Deposit		8,916.65
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<b>Total Other Assets</b>		<b>8,916.65</b>
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<b>Total Assets</b>		<b>\$ 28,553,736.13</b>
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**LIABILITIES**

**Current Liabilities:**

Due to (from) Pearson Online & Blended Learning	\$	5,566,553.42
Pension Payable		162,680.63
Accounts Payable		2,861.31
Accrued Expenses		50,849.05
Payable to District		38,338.10

<b>Total Current Liabilities</b>		<b>5,821,282.51</b>
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<b>Total Liabilities</b>		<b>5,821,282.51</b>
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**FUND BALANCE**

Invested in Capital		225,370.24
Reserved Fund Balance		4,552,904.25
Undesignated Fund Balance		17,954,179.14

<b>Ending Fund Balance</b>		<b>22,732,453.63</b>
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<b>Total Liabilities and Fund Balance</b>		<b>\$ 28,553,736.13</b>
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**Reach Cyber Charter School  
Schedule of Revenue  
For the Period Ended May 31, 2020**

	May-20 Actual	YTD Actual	Annual Forecast	Annual Budget	Actuals vs. Budget Variance
<b>Revenue</b>					
<b>State Funding</b>					
Regular Education Funding	3,826,299.70	33,576,840.84	34,536,179.15	35,942,309.00	(1,406,129.85)
State- Prior Year	(23,113.12)	(722.79)	(722.78)	-	(722.78)
Special Education Funding	2,379,355.62	20,784,651.32	21,378,498.50	18,839,419.00	2,539,079.50
<b>Total State Funding</b>	<b>6,182,542.20</b>	<b>54,360,769.37</b>	<b>55,913,954.87</b>	<b>54,781,728.00</b>	<b>1,132,226.87</b>
<b>Federal</b>					
Title I	-	887,144.00	887,144.00	1,072,000.00	(184,856.00)
Title IIA	12,855.40	99,413.83	96,414.00	153,000.00	(56,586.00)
Title III	-	-	1,284.00	-	1,284.00
IDEA	298,333.53	299,833.53	581,314.90	466,000.00	115,314.90
Title IV	4,500.40	58,504.60	67,506.00	60,000.00	7,506.00
CSI	5,547.00	77,665.00	77,665.00	-	77,665.00
Erate	-	-	1,776.52	1,427.00	349.52
<b>Total Federal &amp; Other Programs Funding</b>	<b>321,236.33</b>	<b>1,422,560.96</b>	<b>1,713,104.42</b>	<b>1,752,427.00</b>	<b>(39,322.58)</b>
<b>Other Funding</b>					
Interest Income	4,673.49	193,824.11	216,000.00	10,000.00	206,000.00
Student Activities Income	7.73	13,563.49	17,675.00	11,000.00	6,675.00
<b>Total Other Funding</b>	<b>4,681.22</b>	<b>207,387.60</b>	<b>233,675.00</b>	<b>21,000.00</b>	<b>212,675.00</b>
<b>Total Revenue</b>	<b>6,508,459.75</b>	<b>55,990,717.93</b>	<b>57,860,734.29</b>	<b>56,555,155.00</b>	<b>1,305,579.29</b>

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

	May-20 Actual	YTD Actual	Annual Forecast	Annual Budget	Forecast vs Budget
<b>SCHEDULE OF COMPENSATION:</b>					
<b>Administrative Compensation</b>					
Salaries - Administration	275,947.04	2,832,720.36	3,523,355.86	3,686,044.00	162,688.14
Benefits - Administration	60,708.35	623,198.49	775,138.30	810,930.00	35,791.70
Pension - Administration	13,797.46	132,862.99	167,394.77	184,302.00	16,907.23
Taxes - Administration	20,351.09	214,790.20	273,494.22	331,744.00	58,249.78
<b>Total Administrative Compensation</b>	<b>370,803.94</b>	<b>3,803,572.03</b>	<b>4,739,383.14</b>	<b>5,013,020.00</b>	<b>273,636.86</b>
<b>Instructional Compensation</b>					
Salaries - Teachers	1,251,718.83	11,917,184.38	15,819,001.33	16,588,825.00	769,823.67
Benefits - Teachers	275,378.14	2,614,896.26	3,473,295.98	3,649,541.00	176,245.02
Pension - Teachers	62,706.91	570,966.04	766,056.89	829,441.00	63,384.11
Taxes - Teachers	79,951.80	917,365.79	1,260,760.83	1,492,995.00	232,234.17
<b>Total Instructional Compensation</b>	<b>1,669,755.68</b>	<b>16,020,412.47</b>	<b>21,319,115.03</b>	<b>22,560,802.00</b>	<b>1,241,686.97</b>
<b>Total Compensation</b>	<b>2,040,559.62</b>	<b>19,823,984.50</b>	<b>26,058,498.17</b>	<b>27,573,822.00</b>	<b>1,515,323.83</b>
<b>SCHEDULE OF FEES:</b>					
<b>Enrollment/Unit Based Fees</b>					
Curriculum and Instructional Support Services	727,977.50	5,797,772.93	6,445,600.00	7,182,191.00	736,591.00
Direct Course Instruction Support	10,810.00	117,914.10	121,282.25	-	(121,282.25)
Enrollment/Placement/Student Support Services	400,027.50	3,342,422.60	3,652,800.00	4,238,552.00	585,752.00
Facilities Support Services	2,083.34	22,916.67	25,000.00	25,000.00	-
Professional Development Services	39,000.00	306,612.50	344,625.00	365,977.00	21,352.00
School Business Support Services	61,168.00	467,978.72	528,000.00	567,716.00	39,716.00
School Operations Support Services	248,495.00	1,901,163.55	2,145,000.00	2,306,347.00	161,347.00
School Staff Support Services/Human Resources Support	148,200.00	1,165,127.50	1,309,575.00	1,390,714.00	81,139.00
Short Term Substitute Teachers	24,900.00	132,000.00	135,771.43	-	(135,771.43)
Student Connexus License	267,610.00	2,047,406.90	2,310,000.00	2,483,758.00	173,758.00
Student Technology Assistance Services	458,249.00	3,720,732.88	4,107,800.00	4,653,733.00	545,933.00
<b>Total Enrollment/Unit Based Fees</b>	<b>2,388,520.34</b>	<b>19,022,048.35</b>	<b>21,125,453.68</b>	<b>23,213,988.00</b>	<b>2,088,534.32</b>
<b>Total Fee Based Expenses</b>	<b>2,388,520.34</b>	<b>19,022,048.35</b>	<b>21,125,453.68</b>	<b>23,213,988.00</b>	<b>2,088,534.32</b>

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

	May-20 Actual	YTD Actual	Annual Forecast	Annual Budget	Forecast vs. Budget Variance
<b>SCHEDULE OF OTHER SCHOOL EXPENSES:</b>					
<b>Assessment</b>					
Student Testing & Assessment	415.08	72,314.01	107,000.00	482,000.00	375,000.00
<b>Total Assessment</b>	<b>415.08</b>	<b>72,314.01</b>	<b>107,000.00</b>	<b>482,000.00</b>	<b>(375,000.00)</b>
<b>Employee Related</b>					
Staff Recruiting/Background Checks	9,246.00	13,070.64	22,000.00	50,000.00	28,000.00
Staff Training/Prof. Dvlpmt	3,199.18	159,390.26	190,000.00	250,000.00	60,000.00
Team Building	-	-	4,000.00	27,000.00	23,000.00
Travel- Nurse	-	-	2,000.00	7,000.00	5,000.00
Travel and Conferences	479.58	53,796.68	85,000.00	155,000.00	70,000.00
<b>Total Employee Related</b>	<b>12,924.76</b>	<b>226,257.58</b>	<b>303,000.00</b>	<b>489,000.00</b>	<b>186,000.00</b>
<b>Facilities</b>					
Capital Outlay	11,202.64	111,892.64	145,000.00	145,000.00	-
Copiers/ Reproduction	1,584.14	6,723.54	12,000.00	19,000.00	7,000.00
Internet	886.09	11,238.41	19,000.00	26,000.00	7,000.00
Maintenance & Repairs	2,689.96	16,852.90	23,000.00	30,000.00	7,000.00
Office Postage	1,264.82	11,483.88	18,000.00	24,000.00	6,000.00
Office Supplies	2,737.32	24,420.23	31,000.00	53,000.00	22,000.00
Office Rent	39,997.18	392,940.50	433,000.00	191,000.00	(242,000.00)
Other School Expense	-	-	3,000.00	11,000.00	8,000.00
Small Office Equipment	71,481.37	204,346.91	211,000.00	140,000.00	(71,000.00)
Telephone	146.22	15,211.47	23,000.00	8,000.00	(15,000.00)
<b>Total Facilities</b>	<b>131,989.74</b>	<b>795,110.48</b>	<b>918,000.00</b>	<b>668,120.00</b>	<b>(249,880.00)</b>
<b>Governance</b>					
Accreditation	-	1,973.00	1,973.00	-	(1,973.00)
Banking Fees	255.71	4,224.45	6,000.00	5,000.00	(1,000.00)
Board-Related Expenses	-	738.04	11,000.00	20,000.00	9,000.00
Dues	4,060.14	74,761.07	88,000.00	48,000.00	(40,000.00)
External Audit	-	-	10,000.00	20,000.00	10,000.00
D&O Insurance	-	2,418.00	2,418.00	4,500.00	2,082.00
Insurance Expenses	-	192,894.00	192,894.00	100,000.00	(92,894.00)
<b>Total Governance</b>	<b>4,315.85</b>	<b>277,008.56</b>	<b>312,285.00</b>	<b>197,500.00</b>	<b>(114,785.00)</b>
<b>Instructional</b>					
Other Curriculum	305.09	88,772.42	102,000.00	90,000.00	(12,000.00)
STEM Programmatic Expenses	1,145.73	380,506.46	1,753,260.00	653,260.00	(1,100,000.00)
<b>Total Instructional</b>	<b>1,450.82</b>	<b>469,278.88</b>	<b>1,855,260.00</b>	<b>743,260.00</b>	<b>(1,112,000.00)</b>
<b>Professional Services</b>					
Accounting Services	77.98	237,314.18	320,000.00	240,000.00	(80,000.00)
Legal Services	-	82,169.77	95,000.00	75,000.00	(20,000.00)
Other Consultants	17,727.00	18,835.08	24,000.00	-	(24,000.00)
<b>Total Professional Services</b>	<b>17,804.98</b>	<b>338,319.03</b>	<b>439,000.00</b>	<b>315,000.00</b>	<b>(124,000.00)</b>
<b>Student Related</b>					
Community Coordinators	7,500.00	15,500.00	17,000.00	10,000.00	(7,000.00)
Contracted Pupil Health Support	-	5,000.00	8,000.00	12,000.00	4,000.00
School Discretionary Targeted Outreach	2,330.82	27,994.72	35,000.00	50,000.00	-
Extracurricular Activities	-	-	2,000.00	95,000.00	93,000.00
Graduation Expense	7,950.00	15,070.66	20,000.00	45,000.00	25,000.00
Student Technology Support Stipend	543.50	624,089.28	974,000.00	1,071,000.00	97,000.00
SPED Related Services	147,561.01	1,175,483.14	1,209,000.00	1,329,000.00	120,000.00
Student Activities	347.81	147,992.67	160,000.00	55,000.00	(105,000.00)
<b>Total Student Related</b>	<b>166,233.14</b>	<b>2,011,130.47</b>	<b>2,425,000.00</b>	<b>2,667,000.00</b>	<b>242,000.00</b>
<b>Pending Allocation</b>					
Expenses Pending Allocation	(2,589.71)	23,593.75	55,000.00	-	(55,000.00)
<b>Total Pending Allocation</b>	<b>(2,589.71)</b>	<b>23,593.75</b>	<b>55,000.00</b>	<b>-</b>	<b>(55,000.00)</b>
<b>Total Other Expenses</b>	<b>332,544.66</b>	<b>4,213,012.76</b>	<b>6,414,545.00</b>	<b>5,561,880.00</b>	<b>(852,665.00)</b>



**Reach Cyber Charter School**  
**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
Wednesday, May 20, 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#**

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

Mr. Taylor called the meeting to order at 9:06 a.m. when all participants were present and able to hear each other. The meeting was open to the public and held via teleconference due to state precautions regarding public health and safety during the COVID-19 pandemic.

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

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

Guests: Jane Swan, School Leader; Unnamed Member of the Public; Karen Yeselavage, Jordann (J.D.) Smith, Scott Stuccio, Rachel Graver, LeeAnn Richey, Nancy Wagner, John McMurray, Andy Gribbin, Alicia Swope, Kelly McConnell, Cory Groff, Heather Berger, Jamie Miedel, Devon Rushanan, Greg McCurdy, Christine Miller and Amanda Stoffer, School Staff; Kevin Corcoran, Charter Choices, Financial Consultant; Laura Johnson, Melissa Brown, Gary Corkran, Emily Lee and Megann Arthur, Online and Blended Learning (OBL) staff (via phone).

**II. Public Comment**

There were no public comments made at this time.

**III. Audit Committee, Committee of the Entire Board**

a. Approval of Audit Firm Engagement for the 2019-2020 School Year Financial Audit

Ms. Yeselavage reviewed the audit firm engagement letter, as provided in the meeting materials. She highlighted key aspects of the proposal, including the scope of work and estimated charges, and indicated support of the consideration of SD Associates, P.C. as the school's audit firm for the 2019-2020 school year financial audit. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, the contract for audit of public schools and audit firm engagement of SD Associates, P.C. for the 2019-2020 school year financial audit, as presented, is hereby approved.

A roll call vote was conducted; the motion passed unanimously.



#### **IV. Routine Business**

##### a. Approval of Agenda

Mr. Taylor asked the Board to review the agenda distributed prior to the meeting. The Board expressed their desire to table the consideration of Action Item (c) Approval of Renewal Statement of Agreement (SOA) with OBL, and instead add Information Item (c) Renewal Statement of Agreement (SOA) with OBL Update. There being no further changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the May 20, 2020 Meeting of the Reach Cyber Charter School Board of Directors, as amended, is hereby approved.

The motion passed unanimously.

#### **V. Oral Reports**

##### a. Executive Director's Report

###### i. CSI Status Update

Ms. Swan provided the Board with an update on the school's CSI designation status, and associated activities. She advised the Board that the school is preparing for renewal at the end of June and indicated that she will have refined goals to share after completion of the renewal process.

###### ii. Enrollment and Staffing Report

Ms. Swan provided the Board with an update on enrollment and staffing levels at the school. Board members discussed the school's continued enrollment inquiries with Ms. Swan.

[Mr. Biondo joined the meeting at 9:15 a.m.]

###### iii. Graduation Plans

Ms. Swan reminded Board members of the upcoming virtual graduation ceremony scheduled for June 9, 2020 and encouraged Board members to attend.

###### iv. COVID-19 Response Update

Ms. Swan reviewed the school's response to the ongoing COVID-19 pandemic. She advised the Board of the school's various means of student engagement during this time including STEM opportunities and coding camp. The Board discussed additional ways to engage students in the various STEM activities taking place at the school.

##### b. 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 and current forecast.

i. Review of Draft Budget for the 2020-2021 School Year

Ms. Yeselavage presented this item to the Board. She reviewed the preparation methodology utilized in creating the draft budget including staffing assumptions and projected expense adjustments due to updates in school services. Board members discussed the projected human resources expense changes in detail with Ms. Yeselavage and Ms. Swan, including the current tuition reimbursement program. Ms. Yeselavage further reviewed the anticipated fees from the school's service provider (OBL) with the Board. She reminded Board members that this was a preliminary review of next school year's draft budget, and formal review and consideration were planned for next month.

**VI. Consent Items**

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

RESOLVED, the Consent Items:

- a. Approval of Minutes from the April 15, 2020 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of OBL Invoice(s) for April; and
- d. Approval of Board President as Board Designee to Approve Summer Staffing Decisions for the 2020- 2021 School Year; are hereby approved.

The motion passed unanimously.

**VII. Action Items**

a. Approval of Charter School Resolution

Ms. Swan presented this item to the Board. She provided an overview of the resolution language included in the Board meeting materials, as well as a brief background to the compliance requirement. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Charter School Resolution, as presented, is hereby approved.

The motion passed unanimously.

b. Approval of New Staff Positions

Ms. Swan outlined the desired new staff positions as included in the Board meeting materials. Board members discussed the potential increase in enrollment due to the COVID-19 public health crisis, as well as continued and consistent interest in the school, and corresponding staffing needs. Ms. Swan briefly reviewed the job descriptions and anticipated duties of the proposed Manager of Family Services and Supervisor of Special Education positions. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the new staff positions, as discussed, are hereby approved.

The motion passed unanimously.

c. Approval of Renewal Statement of Agreement (SOA) with OBL

This item was tabled earlier in the meeting.

**VIII. Information Items**

a. State Account Relations (STAR) Update

Ms. Johnson provided the Board with an update on recent legislative activities in the state, which may impact the school. She thanked Board members for their recent time spent discussing state policy with her. Ms. Johnson further advised the Board of the ongoing monitoring of CARES Act funding.

b. Partner School Leadership Team (PSLT) Update

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

i. School Leader Review Process Planning

Ms. Brown outlined the annual school leader review process with the Board. She reminded Board members that the process includes feedback from the Board through a survey. Ms. Brown further reminded the Board that Ms. Swan's final review will take place during the Board's Annual Meeting in June. She also reiterated the importance of Board member participation in the review process.

ii. School Facility Re-Opening Planning

Ms. Brown presented this item to the Board. Ms. Brown advised the Board of OBL's ongoing assistance to the School Leader regarding the re-opening of the school office(s). She highlighted key points in a guidance document sent to school leadership describing work being completed with landlords to ensure safety, minimize associated risks with re-opening and confirm all spaces are ready for occupancy. She further outlined all the support OBL's Facilities Team, as well as PSLT, are providing to the school throughout the coming months as their school leadership determines appropriate re-opening measures.

c. Renewal Statement of Agreement (SOA) with OBL Update

Mr. Taylor updated the Board on the ongoing communications between himself, Ms. Swan, Board Counsel and OBL leadership regarding the school's Statement of Agreement (SOA) renewal with OBL.

**IX. Strategic Planning**

a. STEM Program Update(s) and Approval of Proposal for STEM Endorsement

Ms. Swan presented this item to the Board. Ms. Swan and Mr. McMurray discussed with the Board the school's desire to encourage the attainment of a STEM endorsement by teachers and an accompanying stipend to support this effort. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the proposal for STEM endorsement, as discussed, is hereby approved.

The motion passed unanimously.

b. Approval of Teacher Mentor Stipends

Ms. Swan advised the Board of the school's desire for mentorship as part of the onboarding of new teachers and staff. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that teacher mentor stipends, as discussed, are hereby approved.

The motion passed unanimously.

**X. Adjournment and Confirmation of Annual Meeting – Wednesday, June 17, 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 annual meeting date is June 17, 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 9:58 a.m., is hereby approved.

The motions passed unanimously.

Staffing Reports

New Hires

Name	Area	Compensation	Bonus Potential	Start Date
Hovorka, Kristen	Dir of HR Operations	\$90,000.00	0.12	05/26/2020

Departing Employees

Name	Area	Last Day Worked	Reason
n/a			

Promotions/Transfers

Name	Previous Position	New Position	Compensation	Bonus	Effective Date
n/a					

d

**Kristen Hovorka PHR SHRM CP**  
**(717) 917-9658**  
**kristen.silvano@gmail.com**  
**Palmyra, PA**

**PROFESSIONAL EXPERIENCE:**

***Salisbury Management LLC. a division of Salisbury House***

***11/2015 till present***

*Director of Human Resources*

*10/2018 to present*

*Human Resources Manager*

*1/2017 till 10/ 2018*

*Human Resources Specialist*

*11/2015 to 1/2017*

- Supervise and manage the human resources department.
- Consult and provide guidance related to complex employee issues.
- Review policies, procedures, and processes and recommend changes.
- Prepare company metrics related to turnover and retention of employees and provide to upper management team with insights.
- Oversee the roll out of a company wide applicant tracking system and corporate wide recruitment effort.
- Process and work with supervisors on evaluating and approving reasonable accommodations for all companies.
- Prepare trainings and present ongoing trainings to the supervisors in the field as part of the supervisor series trainings.
- Facilitate quarterly human resources meetings with human resources and administration employees from all companies. Serve on several internal committees and represent the organization at external human resources meetings.
- Provide guidance to field human resource team members and supervisors on best practices and navigating employee issues.
- Research upcoming changes to laws to prepare for adaptation within the organization. Example include update EEOC guidance on harassment, ban the box laws, department of labor salary threshold proposed changes, paid leaves, and banning of salary inquires as part of the interview process in Philadelphia.
- Assist with the preparation of documentation for EEOC cases and OSHA visit responses.
- Conduct investigations as needed and train managers on investigation processes and procedures. Provide peer reviews of investigation reports.
- Conduct audits of human resources files to ensure all documentation and clearance requirements are updated and completed timely.
- Review employee credentials to ensure they are qualified for the position and if not reporting this information to as needed.
- Participated in various compliance activities and identify potential compliance issues
- Onboard new employees including providing all necessary paperwork, explaining clearance requirements, generating offer letters, tracking progress, and setting up training schedules.
- Tracking clearance requirements prior to hire and ensuring timely renewals to comply with Department of Education, Older Adult Protective Services, and Child Protective Services laws. Verify licenses and certifications prior to hire, on an annual basis and at time of renewal.
- Active participant in several system implantation and updates including employee self service, ADP system updates, electronic health record applications, applicant tracking systems, and companywide Sharepoint system roll outs. Act a as systems administrator for several human resources systems.

- Understand regulations and hire requirements of various programs throughout the state of Pennsylvania, Maryland, and Ohio.
- Complete data entry and review data entry of new human resources employees in ADP Eprise.
- Review disciplinary actions and represent human resource during the presentation of those actions to employees including terminations
- Review terminations to ensure compliance with company policies and best practices
- Provide customer service and problem resolution for internal employees
- Employee Relations activities such as processing pay increases, schedule changes, address changes, and payroll issues etc.

***New Story Schools and Services a division of Salisbury House***

*10/2013 till 11/2015*

*Assistant Office Manager*

*Job Duties:*

- Onboard new employees including providing all necessary paperwork, explaining clearance requirements, generating offer letters, tracking progress, and setting up training schedules
- Tracking clearance requirements prior to hire and ensuring timely renewals to comply with Department of Education and Child Protective Services laws.
- Process exclusion checks using System of Awards Management, Medichex, and Office of Inspector General
- Verify licenses and certifications prior to hire, on an annual basis and at time of renewal.
- Review new hire paperwork on first day including running E Verify
- Conduct new hire training orientations, Credible (EHR) Training, Van Training, and First Aid, CPR and Blood Borne Pathogens trainings
- Complete data entry in ADP Eprise
- Run reports in ADP Reporter to track clearance renewals and performance evaluations due dates
- Coordinate and schedule various trainings across the region. Track trainings and ensure employees are scheduled for trainings in a timely manner.
- Recruit employees including salary/ rate negotiations, conduct phone interviews, set up in person interviews with hiring managers
- Maintain and update internal and external job postings
- Attend job fairs and company networking events
- Human Resource compliance documentation and maintaining compliance with applicable labor laws
- Review payroll hours prior to processing for accuracy and all time is approved
- Review disciplinary actions and represent human resource during the presentation of those actions to employees including terminations
- Conduct internal file audits and prepare for external file audits.
- Provide customer service and problem resolution for internal employees
- Employee Relations activities such as processing pay increases, schedule changes, address changes, and payroll issues etc.
- Provide leave paperwork and accommodations paperwork to employees
- Conduct retention and exit interviews
- Represent the Central Region on the Safety Committee

***Penn State Milton S Hershey Medical Center***

*5/2012 till 10/2013*

*Medical Office Associate*

*Job Duties:*

- Check in patients, check out patients, verify and load insurance

- Scheduling appointments and providing phone support
- Daily reconciliation reports
- Opening and closing clinic
- Generate surgical reports
- Billing visits using CPT and ICD codes
- Collecting copays and posting payments to accounts
- Understanding of medical insurances, requirements, and the how to differentiate between primary and secondary insurances
- Obtain precertification for various procedures
- Work directly with Doctors and Nurses on scheduling, paper work and insurance issues
- Maintain high level of professionalism when interacting with patients, caregivers, and staff
- Maintain HIPAA compliance standards in addition to attending yearly HIPAA and confidentiality training

***MDT Technical (Purchased Arcus)***

*5/2011 till 5/2012*

*Employee Relationship Manager/ HR Generalist*

*Job Duties:*

- Employee Relations activities such as pay increases, benefits administration, extensions, payroll issues, vacation requests
- Scheduling/ coordinating events for employees at various levels within the organizations.
- Consulting on contracts and creation of statements of work
- Database administrator for the applicant tracking system
- Provided level one technical support
- Salary/ rate negotiations, benefits information, relocation assistant, interview and start availability information is gathered as well.
- Human Resource compliance documentation
- Visa compliance and renewals
- Set up interviews for candidates and conducted interview debriefs
- Provide customer service and problem resolution for internal employees, consultants, and client
- Host employee events such as luncheons
- Sit in on client conference calls and attend client meetings
- Acted as an administrator for the web portal that is used by sales team and all vendors
- Help to facility the move to a new email system and to a new applicant tracking system The company moved from Sendouts to Bullhorn Reach
- Helped company in transition phase after acquiring another staffing firm
- Work with Vendors on a daily basis to locate top talent for clients needs
- Manage vendor relationship

***Arcus LLC Harrisburg, PA (No longer in business was purchased by MDT)***

*8/2008 till 4/2011*

*Recruiter*

*Job Duties:*

- Identify candidates for a wide range of information technology positions in addition to recruiting on non information technology related position as well.
- Using job boards and Google to locate both passive and active candidates in addition to utilizing LinkedIn and other Social Medias.
- Recruited for contract, contract to hire, and permanent placements.
- Conducted detailed phone screens with candidates in addition to reviewing resumes for accuracy.



- Salary/ rate negotiations, benefits information, relocation assistant, interview and start availability information is gathered as well.
- Set up interviews for candidates and help place candidates with on boarding paperwork.
- Also created trainings and trained new staff in proper recruiting techniques and best practices.
- Generate leads for the sales team as well as proactively recruiting candidates for upcoming needs.
- Work with vendors across the United States to staff various positions. This often required negotiating contracts, rates, and interview expenses.
- Worked with a sophisticated candidate tracking software (HRIS system), MS Word, Outlook and MS Excel on a daily basis.
- Have a proven track record of success have 4 to 5 placements. I was selected as recruiter of the quarter for the fourth quarter of 2010 by my peers and managers

**EDUCATION:**

*Villanova University* - 800 Lancaster Ave., Villanova, PA  
Masters in Human Resource Development

*Delaware Valley College* - 700 E. Butler Ave., Doylestown, PA 18901  
Bachelors of Science in Food Service and Management

**CERTIFICATIONS:**

PHR- Professional in Human Resource Management  
SHRM-CP



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:**  
68-0519943

**Invoice Number :** 91000005243  
**Date :** 09-JUN-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

<b>Total Ordered Quantity (No. Of Items) :</b> 2	<b>REMITTANCE INFORMATION</b>	
<b>Net Amount :</b> USD \$2,878,260.12	<b>Make Checks Payable to:</b>	<b>Bank Wire to:</b>
<b>Tax Total :</b> USD \$0.00	Pearson Online & Blended Learning	<b>Bank Name :</b>
<b>Invoice Total :</b> USD \$2,878,260.12	32369 Collection Center Drive	<b>Bank Address :</b>
<b>Amount Due :</b> USD \$2,878,260.12	Chicago, IL 60693-0323	<b>ABA ACH No :</b>
		<b>ABA Wire No :</b>
		<b>SWIFT Code :</b>
		<b>A/C No :</b>
		<b>Bank Account Name :</b>



Pearson

Invoice Number: 91000005243							Page 2 of 2
Project Number	Project Agreement Number	Description	Quantity	List Price	Net Price	Tax	Line Total
82037947	REACH	Direct Charges	8		2,753,540.83	0.00	2,753,540.83
82037947	REACH	Pass Through	17		124,719.29	0.00	124,719.29

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>

Invoice Total	Subtotal	Total Tax	Invoice Total
	USD	USD	USD
	\$2,878,260.12	\$0.00	\$2,878,260.12



# Pearson

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Charges for the Following Period:

May-20

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**Compensation Expenses**

Benefits - Administration	60,708.35
Benefits - Instructional	275,378.14
Credit for Nonbillable Earnings Paid by the School	(53,675.18)
Withholdings	86,492.85
	<hr/>
	368,904.16

**Enrollment/Unit Based Charges**

Direct Course Instruction Support	10,810.00
Facility Support Services	2,083.34
Monthly Fee per School Staff Member	187,200.00
Monthly Fee per Student	1,429,802.00
Short Term Substitute Teaching Services	24,900.00
Upfront Fee per Student	733,725.00
	<hr/>
	2,388,520.34

**Additional Services**

Rev Apr 20 LiveSpeech	28,934.00
	<hr/>
	28,934.00

**Pass Through Expenses**

Miscellaneous	91,901.62
	<hr/>
	91,901.62

***Total Amount Due***

**\$ 2,878,260.12**

## Reach Cyber Charter School 2020 – 2021 Meeting Schedule for Board of Directors

School Phone: (717) 704-8437    School Fax: (717) 409-8356  
 School Website: <http://www.connectionsacademy.com/reach-cyber-school/about>

All meetings are open to members of the public. For information about meetings or for members of the public who require special accommodations to attend, contact the School Leader at least 24 hours prior to the meeting.

Jane Swan, School Leader  
[jswan@reach.connectionsacademy.org](mailto:jswan@reach.connectionsacademy.org)  
 (717) 704-8437

DATE	TIME	LOCATION*
<b>Wednesday, August 19, 2020</b>	<b>9:00 a.m. – 11:00 a.m.</b>	750 East Park Drive, Suite 204 Harrisburg, PA 17111
<b>Wednesday, September 16, 2020</b>	<b>9:00 a.m. – 11:00 a.m.</b>	750 East Park Drive, Suite 204 Harrisburg, PA 17111
<b>Wednesday, October 21, 2020</b>	<b>9:00 a.m. – 11:00 a.m.</b>	750 East Park Drive, Suite 204 Harrisburg, PA 17111
<b>Wednesday, November 18, 2020</b>	<b>9:00 a.m. – 11:00 a.m.</b>	750 East Park Drive, Suite 204 Harrisburg, PA 17111
<b>Wednesday, January 20, 2021</b>	<b>9:00 a.m. – 11:00 a.m.</b>	750 East Park Drive, Suite 204 Harrisburg, PA 17111
<b>Wednesday, February 17, 2021</b>	<b>9:00 a.m. – 11:00 a.m.</b>	750 East Park Drive, Suite 204 Harrisburg, PA 17111
<b>Wednesday, April 21, 2021</b>	<b>9:00 a.m. – 11:00 a.m.</b>	750 East Park Drive, Suite 204 Harrisburg, PA 17111
<b>Wednesday, May 19, 2021</b>	<b>9:00 a.m. – 11:00 a.m.</b>	750 East Park Drive, Suite 204 Harrisburg, PA 17111
<b>Annual Meeting Wednesday, June 16, 2021</b>	<b>9:00 a.m. – 11:00 a.m.</b>	750 East Park Drive, Suite 204 Harrisburg, PA 17111

\* Subject to all federal and state mandates regarding public health and safety



# *Parent Satisfaction Survey*

**Executive Board Summary**  
2019-20



**REACH CYBER**  
**CHARTER**  
**SCHOOL**

A Pennsylvania Connections Academy

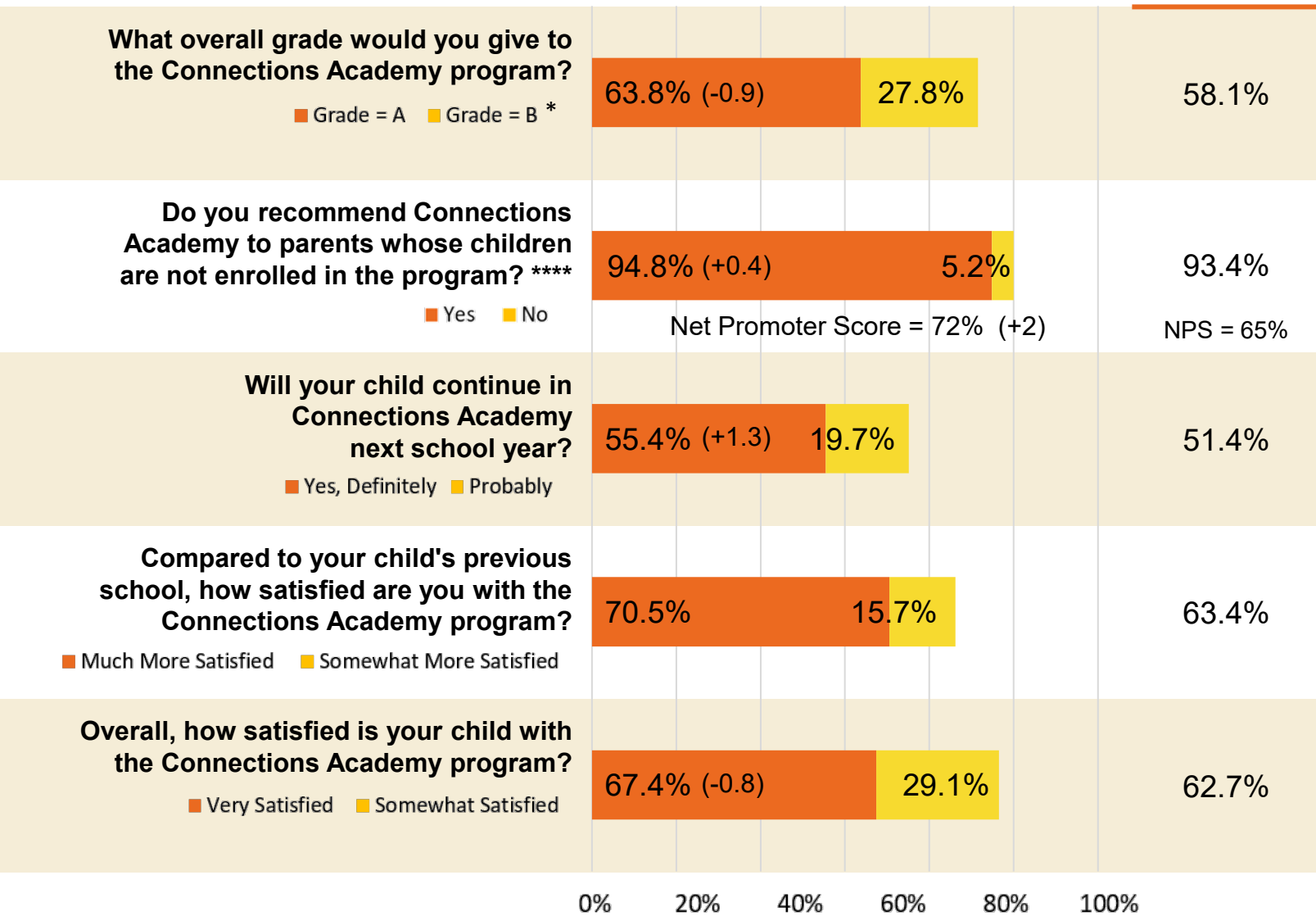
# Parent Satisfaction Survey 2019-2020

## Executive Summary



### Satisfaction with the Connections Academy Program

**Top CA Avg. Response (2019-2020)**



\* Top two response options.

\*\* (+/-x.x) = Point change from 18-19 to 19-20, e.g., 20.0% to 21.5% = (+1.5)

\*\*\* White figures indicate a top scores lower than the Connections Academy average. 39 of 89

\*\*\*\* Survey Rating: Yes = 6 to 10; No = 0 to 5; Net Promoter Score (NPS) = (10 + 9) – (0 to 6)

# Parent Satisfaction Survey 2019-2020

## Executive Summary



### Support

**Top CA Avg.  
Response  
(2019-2020)**

How would you rate fulfillment support?

Excellent Good\*

69.6% (+2.7) 24.1%

62.4%

How would you rate placement support?

Excellent Good

60.6% (+1.0) 29.3%

54.8%

How would you rate enrollment support?

Excellent Good

65.6% (-2.3) 26.8%

58.7%

How would you rate technical support?

Excellent Good

64.9% 27.3%

58.2%

0% 20% 40% 60% 80% 100%

\* Top two response options.

\*\* (+/-x.x) = Point change from 18-19 to 19-20, e.g., 20.0% to 21.5% = (+1.5)

\*\*\* White figures indicate a top scores lower than the Connections Academy average.





### Academic and Emotional Success

**Top CA Avg.  
Response  
(2019-2020)**

**My child's attitude toward learning has improved with Connections Academy.**

Agree Strongly Agree\*

38.8% (-1.8)

45.8%

34.1%

**My child is able to learn at his/her own pace.**

Agree Strongly Agree

49.4%

42.0%

43.7%

**My child is enjoying the program.**

Agree Strongly Agree

43.3% (-1.7)

48.1%

36.8%

**My child is making good progress.**

Agree Strongly Agree

44.4% (-4.0)

48.2%

39.0%

0% 20% 40% 60% 80% 100%

\* Top two response options.

\*\* (+/-x.x) = Point change from 18-19 to 19-20, e.g., 20.0% to 21.5% = (+1.5)

\*\*\* White figures indicate a top scores lower than the Connections Academy average.

# Parent Satisfaction Survey 2019-2020

## Executive Summary



### Socialization and Interaction

**Top CA Avg. Response (2019-2020)**

Have you attended an event sponsored by your school this school year (e.g. field trip or end-of-year party)?

Yes No

41.3% (+7.7) 58.7%

38.1%

Please rate the overall quality of your school's events you have attended this school year.

Excellent Good\*

54.4% (+6.9) 35.6%

49.2%

I am satisfied with the opportunities my child has for participation in extracurricular activities.

Agree Strongly Agree

37.2% (+5.0) 50.3%

29.1%

The program provides opportunities for interaction with other families.

Agree Strongly Agree

29.9% 53.1%

22.5%

0% 20% 40% 60% 80% 100%

\* Top two response options.

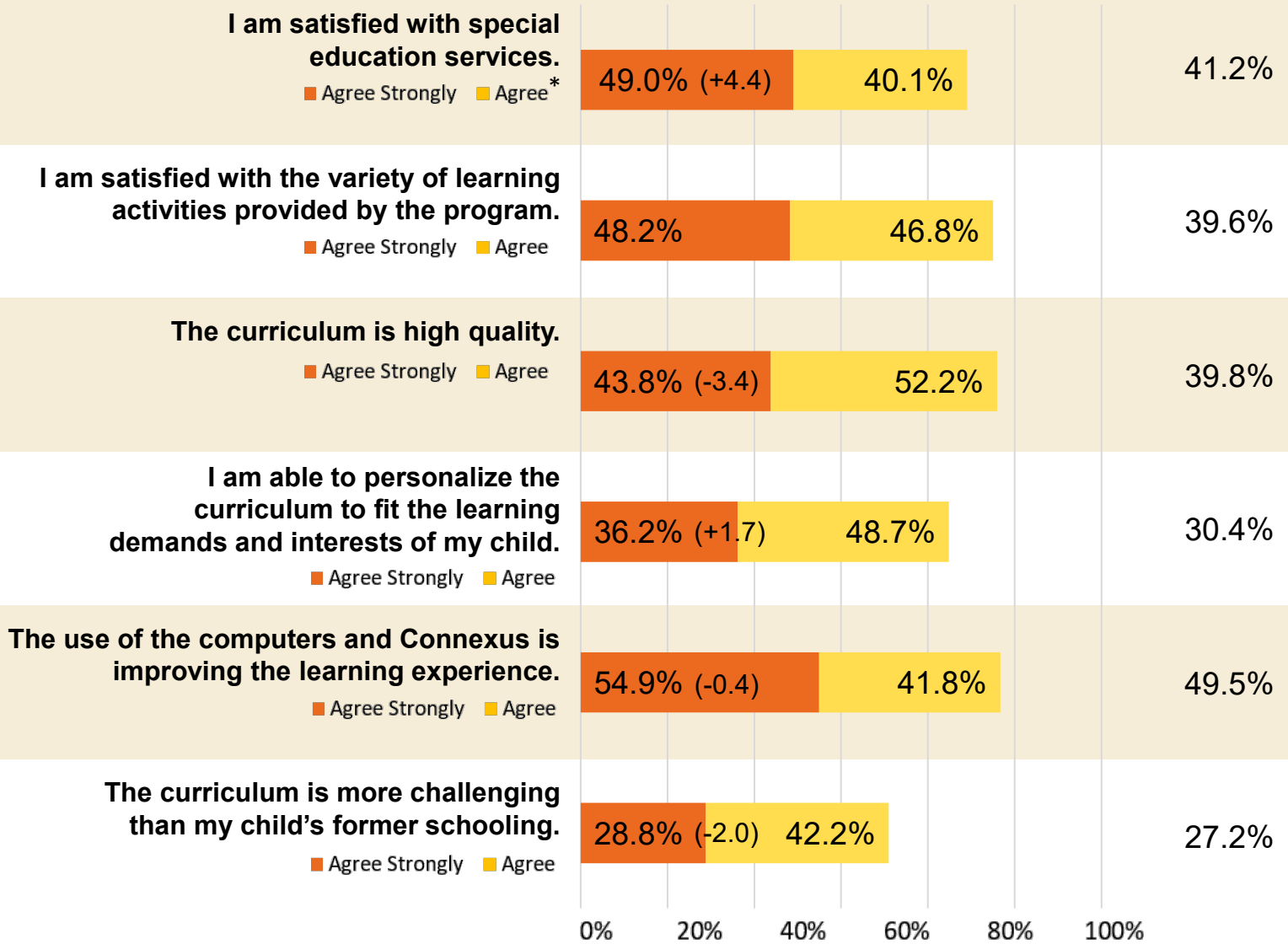
\*\* (+/-x.x) = Point change from 18-19 to 19-20, e.g., 20.0% to 21.5% = (+1.5)

\*\*\* White figures indicate a top scores lower than the Connections Academy average.



### Academic Experience

Top CA Avg. Response (2019-2020)



\* Top two response options.

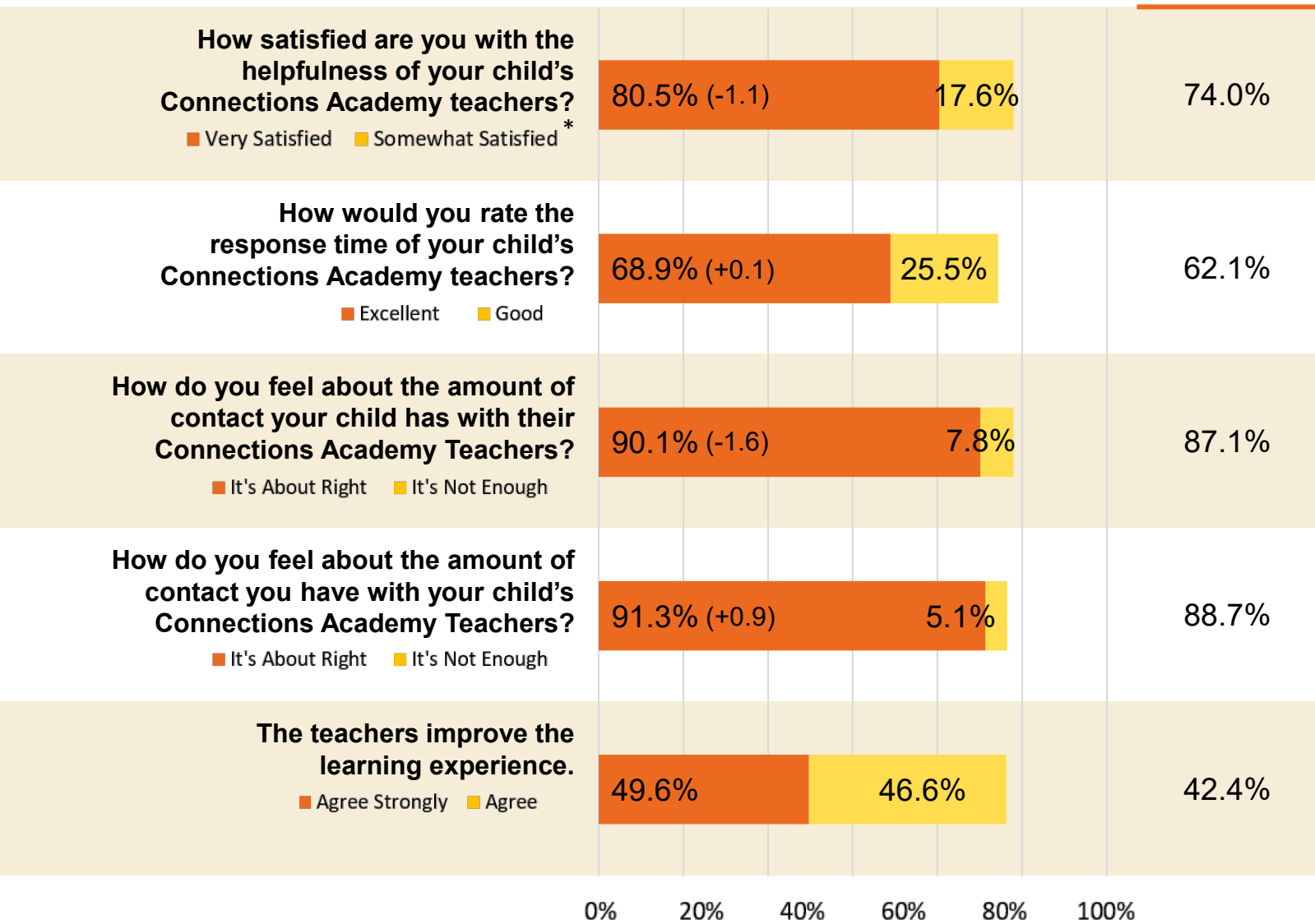
\*\* (+/-x.x) = Point change from 18-19 to 19-20, e.g., 20.0% to 21.5% = (+1.5)

\*\*\* White figures indicate a top scores lower than the Connections Academy average.



### Teacher Availability and Performance

**Top CA Avg. Response (2019-2020)**



\* Top two response options.

\*\* (+/-x.x) = Point change from 18-19 to 19-20, e.g., 20.0% to 21.5% = (+1.5)

\*\*\* White figures indicate a top scores lower than the Connections Academy average.

# Addendum: Comparison of Top Two Responses



		PA Reach 2019-20			PA Reach 2018-19			CA TOTAL 2019-20		
		Top Response	2nd Response	Sum of Top Two Responses	Top Response	2nd Response	Sum of Top Two Responses	Top Response	2nd Response	Sum of Top Two Responses
<b>Satisfaction with Connections Academy Program</b>										
1-1	What overall grade would you give the CA Program	63.8%	27.8%	91.6%	64.7%	25.1%	89.8%	58.1%	31.5%	89.6%
1-2	Do you recommend CA to parents whose children are not enrolled in the program?	94.8%	5.2%		94.4%	5.6%		93.4%	6.6%	
1-3	Will your child continue in CA next school year?	55.4%	19.7%	75.1%	54.2%	27.7%	81.8%	51.4%	21.9%	73.3%
1-4	Compared to your child's previous school, how satisfied are you with the CA program?	70.5%	15.7%	86.2%	72.6%	15.2%	87.8%	63.4%	19.7%	83.0%
1-5	Overall, how satisfied is your child with the CA program?	67.4%	29.1%	96.5%	68.3%	27.8%	96.1%	62.7%	32.2%	94.8%
<b>Support</b>										
2-1	How would you rate fulfillment support?	69.6%	24.1%	93.7%	66.8%	24.7%	91.5%	62.4%	29.3%	91.7%
2-2	How would you rate placement support?	60.6%	29.3%	89.9%	59.6%	31.0%	90.7%	54.8%	33.9%	88.7%
2-3	How would you rate enrollment support?	65.6%	26.8%	92.4%	67.9%	25.3%	93.2%	58.7%	31.3%	90.0%
2-4	How would you rate technical support?	64.9%	27.3%	92.2%	67.6%	24.4%	92.0%	58.2%	32.1%	90.2%
<b>Academic and Emotional Success</b>										
3-1	My child's attitude towards learning has improved with CA.	38.8%	45.8%	84.6%	40.6%	45.8%	86.4%	34.1%	47.4%	81.5%
3-2	My child is able to learn at his/her own pace.	49.4%	42.0%	91.5%	51.3%	39.2%	90.5%	43.7%	44.2%	87.9%
3-3	My child is enjoying the program.	43.3%	48.1%	91.4%	45.0%	47.0%	92.0%	36.8%	52.3%	89.0%
3-4	My child is making good progress.	44.4%	48.2%	92.6%	48.4%	44.5%	92.9%	39.0%	51.7%	90.6%
<b>Socialization and Interaction</b>										
4-1	Have you and your child ever attended an event sponsored by CA, like a field trip or end of year party?	41.3%	58.7%		33.6%	66.4%		38.1%	61.9%	
4-2	Please rate the overall quality of your school's events you have attended.	54.4%	35.6%	90.0%	47.5%	37.4%	84.8%	49.2%	39.8%	89.1%
4-3	I am satisfied with the opportunities my child has for participation in extracurricular activities.	37.2%	50.3%	87.5%	32.3%	50.1%	82.3%	29.1%	53.8%	82.9%
4-4	The program provides opportunities for interaction with other families.	29.9%	53.1%	83.0%	23.9%	55.9%	79.8%	22.5%	55.0%	77.5%
<b>Academic Experience</b>										
5-1	I am satisfied with special education services.	49.0%	40.1%	89.1%	44.7%	44.7%	89.3%	41.2%	44.5%	85.6%
5-2	I am satisfied with the variety of learning activities provided by the program.	48.2%	46.8%	95.1%	48.2%	45.8%	94.1%	39.6%	53.2%	92.8%
5-3	The curriculum is high quality.	43.8%	52.2%	96.0%	47.2%	49.2%	96.4%	39.8%	54.7%	94.5%
5-4	I am able to personalize the curriculum to fit the learning demands and interests of my child.	36.2%	48.7%	84.9%	34.5%	50.4%	84.9%	30.4%	49.0%	79.4%
5-5	The use of the computer and Connexus® is improving the learning experience.	54.9%	41.8%	96.7%	55.3%	40.9%	96.3%	49.5%	45.5%	95.0%
5-6	The curriculum is more challenging than my child's former school.	28.8%	42.2%	71.0%	30.8%	38.9%	69.7%	27.2%	43.2%	70.4%
<b>Teacher Availability and Performance</b>										
6-1	How satisfied are you with the helpfulness of your child's CA teachers?	80.5%	17.6%	98.0%	81.6%	16.0%	97.6%	74.0%	22.6%	96.6%
6-2	How would you rate the response time of your child's CA teachers?	68.9%	25.5%	94.4%	68.8%	25.0%	93.8%	62.1%	29.1%	91.2%
6-3	How do you feel about the amount of contact your child has with their CA teachers?	90.1%	7.8%	97.9%	91.7%	6.5%	98.1%	87.1%	11.5%	98.5%
6-4	How do you feel about the amount of contact you have with your child's CA teachers?	91.3%	5.1%	96.5%	90.5%	5.3%	95.8%	88.7%	8.7%	97.4%
6-5	The teachers improve the learning experience.	49.6%	46.6%	96.3%	50.9%	45.2%	96.1%	42.4%	50.5%	92.9%

# SCHOOL LEADER

## PERFORMANCE REVIEW COMPETENCIES

### COMPETENCY 1: ACHIEVEMENT FOCUS AND RESULTS ORIENTATION

- Holds self and others accountable for high academic achievement of all students.
- Sets challenging goals. Demonstrates persistence and overcomes obstacles to achieve goals.
- Creates a collective sense of urgency to close achievement gaps and prepare all students for college and career success.

### COMPETENCY 2: INSTRUCTIONAL EFFICACY

- Uses data to help evaluate school effectiveness and staff accountability. Helps other school administrators in using data to differentiate instruction.
- Ensures school meets state standards by aligning curriculum, instructional strategies, and assessments.

### COMPETENCY 3: MANAGING AND DEVELOPING PEOPLE

- Provides clear expectations for staff performance and communicates success and needed improvements regularly.
- Uses multiple methods to assess teacher and staff effectiveness and provides timely, targeted, and actionable feedback.
- Uses student and observation data and disaggregates school data to plan and target job-embedded professional development and support for teachers.
- Distributes and develops staff leadership and builds teacher teams able to advance teaching and learning.
- Exhibits effective recruitment, interview, and selection skills that lead to quality hiring decisions.

### COMPETENCY 4: CULTURE AND RELATIONSHIP BUILDING

- Establishes collaborative relationships with stakeholders to achieve objectives.
- Creates a positive and safe environment for teachers, students, families, and, if applicable, the community.
- Resolves conflict in a direct but constructive manner, seeking "win-win" solutions.
- Embraces diverse viewpoints and solicits stakeholder input in decision-making.
- Communicates effectively with all stakeholders.
- Motivates, inspires, and moves other adults to feel ownership and take action.
- Regularly reflects, accurately assesses own strengths and growth areas, seeks feedback, and professional development to improve.

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#### COMPETENCY 5: PROBLEM-SOLVING AND STRATEGIC CHANGE MANAGEMENT

- Collects, analyzes, and uses multiple forms of data to make decisions.
- Identifies problems, analyzes root causes, and develops effective strategies to resolve issues.
- Develops and implements effective action plans, anticipates risks to achieving goals, and adapts to changing circumstances.
- Builds buy-in from diverse stakeholders and overcomes resistance to advance school improvement.

## School Plan – Template

### I. Ready- Prepare for Planning

#### A. Profile and Plan Essentials

School	Reach Cyber Charter School	School/Branch	n/a
Address 1	750 East Park Drive, Suite 204		
Address 2			
City	Harrisburg	State	PA
Principal Name	LeeAnn Ritchie		
Principal Email	lritchie@reach.connectionsacademy.org		
Principal Phone Number	717-704-8437	Ext	
Superintendent/CEO/Executive Director Name	Jane Swan		
Superintendent/CEO/Executive Director Email	jswan@reach.connectionsacademy.org		
School Improvement Facilitator Name	Laura Dimery		
School Improvement Facilitator Email	laurawdimery@gmail.com		

#### B. Steering Committee

Committee Members and Positions in LEA/Community:

Name	Position/Role	Building/Group/Or ganization	Email
Jane Swan	CEO	RCCS	jswan@reach.connectionsacademy.org
LeeAnn Ritchie	Lead Principal	RCCS	lritchie@reach.connectionsacademy.org
Greg McCurdy	Director of Special Education	RCCS	grmccurdy@reach.connectionsacademy.org
Rachel Graver	Director of MTSS	RCCS	rbgraver@reach.connectionsacademy.org
Jordann Smith	Director of Career Pathways	RCCS	josmith@reach.connectionsacademy.org
John McMurray	Director of STEM Education	RCCS	jmcmurray@reach.connectionsacademy.org
Christine Miller	Secondary Principal	RCCS	cmiller@reach.connectionsacademy.org
Corey Groff	Elementary Principal	RCCS	cgroff@reach.connectionsacademy.org
Kelley McConnell	Director of Data/Assessment	RCCS	kelmcconnell@reach.connectionsacademy.org
Tara Rader	Parent	RCCS	heart.u@live.com
Kimberly Kropf	Parent	RCCS	kktreasures2@gmail.com



BreeAnn Anderson	Parent	RCCS	wannabeabigshot@yahoo.com
James Godbolt	Parent	RCCS	Jimynz65@gmail.com

### C. Vision for Learning

**Vision-** What is your School’s vision (i.e., a picture of the “preferred future”; a statement that describes how the future will look if the district fulfills its mission.)

Reach Cyber Charter School's vision is to inspire and nurture all students for future success

## II. Set- Complete a Needs Assessment

### A. Future Ready PA Index:

#### Review of the School Level Performance

##### Strengths

Based on the overall school level performance, which indicator(s) do you consider to be a strength? Please enter one statement on each line.

Indicator	Comments/Notable Observations
ELA/proficient/advanced	Improved over last year’s percentage, from 36 to 38.2
ELA growth	Increase in growth from the previous year, from 50 to 54.5
Math proficient/advanced	Improved over last year’s percentage, from 11.3 to 14.2
Regular attendance	All student group meets the performance standard with 88.4

##### Challenges

Based on the overall school level performance, which indicator(s) do you consider to be a challenge? Please enter one statement on each line.

Indicator	Comments/Notable Observations
Career standards benchmark not met	All student group did not meet the performance standard, Reach was at 80.2
ELA proficient/advanced	Did not meet the interim target
ELA growth	Did not meet the standard demonstrating growth of 70
Math proficient/advanced	Did not meet the interim target
Math growth	Did not meet the standard demonstrating growth of 70

#### Review of Grade Level(s) and Individual Student Group(s)

### Strengths

Based on the individual student group's or grade level's performance, which indicator(s) do you consider to be a strength? Please enter one statement on each line.

Indicator	Grade level (s) and/or Student Group(s)	Comments/Notable Observations
ELA proficient/advanced	Students with disabilities	Increased 2.2 % over previous year
Math growth	Students with disabilities	Met the growth standard of 70 with 70.5
ELA growth	Black	Met the growth standard with 77.0
Math proficient/advanced	Economically disadvantaged	Increased 2.9% over the previous year

### Challenges

Based on the individual student group's or grade level's performance, which indicator(s) do you consider to be a challenge? Please enter one statement on each line.

Indicator	Grade level (s) and/or Student Group(s)	Comments/Notable Observations
ELA proficient/advanced	Black	Did not meet the interim target, currently at 27.9%
ELA proficient/advanced	Students with disabilities	Did not meet the interim target, currently at 19.3%
Math proficient/advanced	Economically disadvantaged	Did not meet the interim target, currently at 9.9%
Math proficient/advanced	Students with disabilities	Did not meet the interim target, currently at 8.74%

### Summary

<b>Strengths-</b> Which of the identified strengths are most positively contributing to achievement your Future Ready PA Index interim targets and could be leveraged in your efforts to improve upon your most pressing concerns? Please enter one strength statement in each line.	
ELA/proficient/advanced	Increase in growth from the previous year, from 50 to 54.5
ELA growth	Increase in growth from the previous year, from 50 to 54.5
Math proficient/advanced	Increased 2.9% over the previous year
Regular attendance	All student group meets the performance standard, increase of 21.1 %

<b>Challenges -</b> Which of the identified challenges are most pressing and, if improved, would greatly impact your progress in achieving your Future

Ready PA Index interim targets? Please enter one challenge per line.	
Career standards benchmark not met	All student group did not meet the performance standard, Reach was at 80.2
ELA proficient/advanced	Did not meet the interim target
ELA growth	Did not meet the standard demonstrating growth of 70
Math proficient/advanced	Did not meet the interim target
Math growth	Did not meet the standard demonstrating growth of 70

### *B. Future Ready PA Academics*

#### **English Language Arts (Please enter one Data source per line)**

Data	Comments/Notable Observations
USA Test Prep Keystone ELA diagnostics	Demonstrated 6% growth from September to March 30
USA Test Prep ELA grade 5	Demonstrated 4% growth from September to March 30
USA Test Prep ELA grade 6	Demonstrated 6% growth from September to March 30
<b>Strengths-</b> Which of the identified strengths are most positively contributing to achievement of your mission, vision and Future Ready PA Index interim targets and could be leveraged in your efforts to improve upon your most pressing concerns? Please enter one strength statement in each line.	
USA Test Prep Keystone ELA diagnostics	Demonstrated 6% growth from September to March 30
USA Test Prep ELA grade 5	Demonstrated 4% growth from September to March 30
USA Test Prep ELA grade 6	Demonstrated 6% growth from September to March 30
<b>Challenges -</b> Thinking about the most pressing challenges identified in the Future Ready PA Index, which of the identified concerns highlighted here, if improved, would greatly impact your progress in achieving your mission, vision and Future Ready PA Index interim targets in State Assessment Measures, On-Track Measures, or College and Career Measures? <u>Please enter one challenge per line.</u>	
No demonstrated growth in 7th Grade ELA between September and March in USA Test Prep.	
ELA proficient/advanced on Future Ready Index	Did not meet the interim target
ELA growth on Future Ready Index	Did not meet the standard demonstrating growth

#### **Mathematics (Please enter one Data source per line)**

Data	Comments/Notable Observations
USA Test Prep Algebra	Demonstrated 8% growth from September to March
USA Test Prep 4th grade	Demonstrated 14% growth from September to March
Keystone/PSSA from Future Ready Index	State Assessment
<b>Strengths-</b> Which of the identified strengths are most positively contributing to achievement of your mission, vision and Future Ready PA Index interim targets and could be leveraged in your efforts to improve upon your most pressing concerns? Please enter one strength statement in each line.	
USA Test Prep Algebra grew 8% from September to March	
USA Test Prep Math grade 4 grew 14% from September to March.	
USA Test Prep Math grade 7 grew 13% from September to March.	
<b>Challenges-</b> Thinking about the most pressing challenges identified in the Future Ready PA Index, which of the identified concerns highlighted here, if improved, would greatly impact your progress in achieving your mission, vision and Future Ready PA Index interim targets in State Assessment Measures, On-Track Measures, or College and Career Measures? Please enter one challenge per line.	
Math proficient/advanced	Did not meet the interim target
Math growth	Did not meet the standard demonstrating growth
Relatively low (3%) demonstrated growth in 3rd Grade Math between September and March in USA Test Prep.	

**Science, Technology, and Engineering Education (Please enter one Data source per line)**

Data	Comments/Notable Observations
Keystone/PSSA from Future Ready Index	State Assessment
USA Test Prep Science	Local assessment
<b>Strengths-</b> Which of the identified strengths are most positively contributing to achievement of your mission, vision and Future Ready PA Index interim targets and could be leveraged in your efforts to improve upon your most pressing concerns? Please enter one strength statement in each line.	
Biology/Science proficiency increased 4.7% between 2018-2019.	
USA Test Prep Biology grew 8% from September to March.	
<b>Challenges-</b> Thinking about the most pressing challenges identified in the Future Ready PA Index, which of the identified concerns highlighted here, if improved, would greatly impact your progress in achieving your mission, vision and Future Ready PA Index interim targets in State Assessment	

Measures, On-Track Measures, or College and Career Measures? Please enter one challenge per line.

Science/Biology on Future Ready Index did not meet the interim target, Reach is currently at 37.02%

Science/Biology on Future Ready Index did not meet the growth standard of 70, Reach is currently at 63.3


**C. Related Academics**

**Career Readiness (Please enter one Data source per line)**

<b>Data</b>	<b>Comments/Notable Observations</b>
Future Ready Index	Career Standards Benchmark did not meet performance standard, Reach was at 80.2
Future Ready Index	Industry Based Learning above state average at 44%.

**Career and Technical Education Programs (Required if School offers CTE programs)  
(Please enter one Data source per line)**

<b>Data</b>	<b>Comments/Notable Observations</b>

**Arts and Humanities (Optional)  
(Please enter one Data source per line)**

<b>Data</b>	<b>Comments/Notable Observations</b>

**Environment and Ecology (Optional)  
(Please enter one Data source per line)**

<b>Data</b>	<b>Comments/Notable Observations</b>

**Family and Consumer Sciences (Optional)  
(Please enter one Data source per line)**

<b>Data</b>	<b>Comments/Notable Observations</b>


**Health, Safety and Physical Education (Optional)**  
 (Please enter one Data source per line)

Data	Comments/Notable Observations

**Social Studies (Civics and Government, Economics, Geography, History) - (Optional)**  
 (Please enter one Data source per line)

Data	Comments/Notable Observations

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**Summary**

<p><b>Strengths-</b> Which of the identified strengths are most positively contributing to achievement of your mission, vision and Future Ready PA Index interim targets and could be leveraged in your efforts to improve upon your most pressing concerns? Please enter one strength statement in each line.</p>	
Future Ready index 44% of students participating in Industry Based Learning	
<p><b>Challenges-</b> Thinking about the most pressing challenges identified in the Future Ready PA Index, which of the identified concerns highlighted here, if improved, would greatly impact your progress in achieving your mission, vision and Future Ready PA Index interim targets in State Assessment Measures, On-Track Measures, or College and Career Measures? Please enter one challenge per line.</p>	
<b>Future Ready Index</b>	<b>Career Standards Benchmark-Reach did not meet performance standard</b>

***D. Equity Considerations***

**English Learners (Please enter one Data source per line)**

Data	Comments/Notable Observations
Future Ready Index	Insufficient sample

**Students with Disabilities (Please enter one Data source per line)**

Data	Comments/Notable Observations
Future Ready Index	ELA proficiency increased 3.7% over previous year.
Future Ready Index	Math proficiency increased 3.9 % over previous year.
Future Ready Index	Math met the growth standard with 70.5.

**Students Considered Economically Disadvantaged (Please enter one Data source per line)**

<b>Data</b>	<b>Comments/Notable Observations</b>	
Future Ready Index Math proficient/advanced	Economically disadvantaged	Improved 2.3% over the previous year
Future Ready Index ELA proficient/advanced	Economically disadvantaged	Improved 1% over the previous year
Future Ready Index Science proficient/advanced	Economically disadvantaged	Improved 6.7% over the previous year

**Student Groups by Race/Ethnicity (Please enter one Data source per line)**

<b>Student Groups</b>	<b>Comments/Notable Observations</b>
Black	<b>ELA met the growth standard</b>
Black	<b>Math growth improved from 50.6 to 63.6 over the previous year</b>
Black	<b>ELA did not meet the interim target.</b>
Black	<b>Math did not meet the interim target.</b>

**Summary**

<b>Strengths-</b> Which of the identified strengths are most positively contributing to achievement of your mission, vision and Future Ready PA Index interim targets and could be leveraged in your efforts to improve upon your most pressing concerns? Please enter one strength statement in each line.		
Black	<b>ELA met the growth standard with 77</b>	
Black	<b>Math growth improved over the previous year 50.6 to 63.6 over the previous year</b>	
Future Ready Index Math proficient/advanced	Economically disadvantaged	Improved 2.3% over the previous year
Future Ready Index ELA proficient/advanced	Economically disadvantaged	Improved 1% over the previous year
<b>Challenges-</b> Thinking about the most pressing challenges identified in the Future Ready PA Index, which of the identified concerns highlighted here, if improved, would greatly		



<p>impact your progress in achieving your mission, vision and Future Ready PA Index interim targets in State Assessment Measures, On-Track Measures, or College and Career Measures? Please enter one challenge per line.</p>		
<p>Black</p>	<p><b>ELA did not meet the interim target</b></p>	<p>Reach proficiency 27.8% for ELA</p>
<p>Black</p>	<p><b>Math did not meet the interim target.</b></p>	<p>Reach proficiency 4.8% for Algebra</p>
<p>Students with disabilities grew but did not meet the interim targets in Math.</p>		<p>Reach proficiency is 8.7%</p>
<p>Students with disabilities grew but did not meet the interim targets in ELA.</p>		<p>Reach proficiency is 19.3%</p>

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### *E. Conditions for Leadership, Teaching and Learning*

#### **PA Essential Practices for Schools**

<b>Focus on Continuous Improvement of Instruction</b>				
	Not Yet Evident	Emerging	Operational	Exemplary
Align curricular materials and lesson plans to the PA Standards			x	
Use systematic, collaborative planning processes to ensure instruction is coordinated, aligned, and evidence-based			x	
Use a variety of assessments (including diagnostic, formative, and summative) to monitor student learning and adjust programs and instructional practices			x	
Identify and address individual student learning needs			x	
Provide frequent, timely, and systematic feedback and support on instructional practices			x	
<b>Empower Leadership</b>				
	Not Yet Evident	Emerging	Operational	Exemplary
Foster a culture of high expectations for success for all students, educators, families, and community members			x	
Collectively shape the vision for continuous improvement of teaching and learning			x	
Build leadership capacity and empower staff in the development and successful implementation of initiatives that better serve students, staff, and the school			x	
Organize programmatic, human, and fiscal capital resources aligned with the school improvement plan and needs of the school community				x
Continuously monitor implementation of the school improvement plan and adjust as needed			x	
<b>Provide Student-Centered Support Systems</b>				
	Not Yet Evident	Emerging	Operational	Exemplary
Promote and sustain a positive school environment where all members feel welcomed, supported, and safe in school:			x	

socially, emotionally, intellectually, and physically				
Implement an evidence-based system of schoolwide positive behavior interventions and supports		x		
Implement a multi-tiered system of supports for academics and behavior		x		
Implement evidence-based strategies to engage families to support learning			x	
Partner with local businesses, community organizations, and other agencies to meet the needs of the LEA			x	
<b>Foster Quality Professional Learning</b>				
	Not Yet Evident	Emerging	Operational	Exemplary
Identify professional learning needs through analysis of a variety of data			x	
Use multiple professional learning designs to support the learning needs of staff			x	
Monitor and evaluate the impact of professional learning on staff practices and student learning			x	

**Summary**

<b>Strengths-</b> Which Essential Practices are currently Operational or Exemplary and could be leveraged in your efforts to improve upon your most pressing concerns? Please enter one strength statement in each line.
Focus on Continuous Improvement of Instruction: Added additional supplemental program of USA Test Prep to support alignment of standards and progress monitor growth.
Focus on Continuous Improvement of Instruction: Implemented weekly data driven instruction PLC to analyze data and inform instruction.
Focus on Continuous Improvement of Instruction: Implementation of iObservation to systematically provide feedback for improving instructional practices.
<b>Challenges-</b> Thinking about all of the most pressing challenges and concerns identified in the previous sections, which of the Essential Practices that are currently Not Yet Evident or Emerging, if improved, would greatly impact your progress in achieving your mission, vision and Future Ready PA Index interim targets in State Assessment Measures, On-Track Measures, or College and Career Measures? Please enter one challenge per line.
Provide Student-Centered Support Systems: Improvement of schoolwide positive behavior interventions and supports through family mentor team
Provide Student-Centered Support Systems: Improvement of multi-tiered system of supports for academics and behavior through intervention team

Focus on Continuous Improvement of Instruction: Improvement of Career Standards benchmark focus, given that Reach did not meet performance standard.

*F. Summary of Strengths and Challenges from the Needs Assessments*

Strengths- Which of the identified strengths are most positively contributing to achievement of your mission, vision and Future Ready PA Index interim targets and could be leveraged in your efforts to improve upon your most pressing challenges and concerns? Please enter one strength statement in each line.
Given that 92% of our families in our needs assessment survey indicated that their student feels welcome, safe, and supported at school, we believe that the engagement and comfort of our students in this learning environment can support us in strengthening our tiered system of instructional and behavioral supports and interventions.
Stakeholders indicate that Reach has rigorous professional development which should be continued to be leveraged to align curriculum and instruction.
Parents indicate frequent and meaningful contacts with students which can continue to be leveraged in an effort to improve multi-tiered systems of support and intervention
Challenges- Thinking about all of the most pressing challenges and concerns identified in the previous sections, which of the identified concerns, if improved, would greatly impact your progress in achieving your mission, vision and Future Ready PA Index interim targets in State Assessment Measures, On-Track Measures, or College and Career Measures? Please enter one challenge per line.
Rigidity of curriculum content is identified as an area of concern, which could greatly impact our progress in aligning curriculum to Pennsylvania state standards.
A need for greater collaboration between teachers and support staff is identified as an area of concern, which could be a potential barrier to growing and implementing a multi-tiered system of support.

**Most Notable Observations/Patterns-** Reflecting back on your comments and observations throughout the needs assessment process, what stands out? Are there consistent patterns or trends as you move from Future Ready PA Index to Additional Student Performance Data to Conditions for Leadership, Teaching and Learning that you think are important to keep in mind as you move through the planning process?

We have identified consistent patterns and trends in continuing to develop a multi-tiered system of support and aligning our curriculum and instruction to Pennsylvania state standards.

### III. Go – Develop the Plan

#### A. Analyzing (Strengths and Concerns)

<b>Challenges (Please enter one challenge per line.)</b>		
Challenges	Discussion Points	Priority (Y/N)
Implement a multi-tiered system of supports for academics and behavior	If RCCS implements a multi-tiered system of supports for academics and behavior and educators develop skills relative to differentiating instruction and providing all students, including students with complex support needs, with meaningful access to high expectations, rigor, and grade level standards/curriculum, then student engagement and performance will improve.	Y
Align curriculum, assessments and instruction to PA standards.	If the school's instructional materials and assessments are aligned to the PA standards in every subject and grade level, and teachers deliver rigorous instruction and assessment, then students will improve math and ELA achievement.	Y

<b>Strengths (Please enter one strength statement in each line.)</b>	
Strengths	Discussion Points
The data-supported strength includes	Evidence was found during the steering committee meetings and focus groups that demonstrated how the school has added new staff when

organization of programmatic, human, and fiscal capital resources that are aligned with the school improvement plan and needs of the school community.	needed to address enrollment increases and student needs. Wifi reimbursement and text readers are examples as to how support has been provided for the students' benefit.

<b>Priority Challenges (Please enter one challenge per line.)</b>	
<b>Analyzing Priority Challenges</b>	<b>Priority Statements</b>
If the school's instructional materials and assessments are aligned to the PA standards in every subject and grade level, and teachers deliver rigorous instruction and assessment, then students will improve math and ELA achievement.	Align curriculum, assessments and instruction to PA standards.
If RCCS implements a multi-tiered system of supports for academics and behavior and educators develop skills relative to differentiating instruction and providing all students, including students with complex support needs, with meaningful access to high expectations, rigor, and grade level standards/curriculum, then student engagement and performance will improve.	Implement a multi-tiered system of supports for academics and behavior

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## B. Goal Setting

**Measurable Goals:** Develop SMART Goals for each established Priority. To maintain focus on priorities, no greater than 2 measurable goals per priority is recommended.

**Priority:** Align curriculum, assessments and instruction to PA standards

### Outcome Category

Choose an item.

### Measurable Goal Statement (Smart Goal)

By the conclusion of the 20-21 SY, 85% of Reach students will demonstrate, through the collection of artifacts in grades 5, 8, and 11, meaningful engagement in career exploration and preparation aligned to the Career Education and Work (CEW) standards

### Measurable Goal Nickname (35 Character Max)

Career Exploration & Readiness Growth

Target 1 <sup>st</sup> Quarter	Target 2 <sup>nd</sup> Quarter	Target 3 <sup>rd</sup> Quarter	Target 4 <sup>th</sup> Quarter
By September 30th, 2020 10% of students will have completed 1 artifact in grades 5, 8, & 11.	By December 31, 2020 40% of students will have completed 1 artifact in grades 5, 8, & 11.	By March 31, 2020 70% of students will have completed 1 artifact in grades 5, 8, & 11.	By June 30, 2020 85% of students will have completed 2 artifacts in grades 5, 8, & 11.



**Priority: Align curriculum, assessments and instruction to PA standards**

**Outcome Category**

Choose an item.

**Measurable Goal Statement (Smart Goal)**

Students will meet or exceed 39% PSSA/Keystone ELA and 15.7% PSSA/Keystone Math as determined by Exit Criteria Aggregate Gains.

**Measurable Goal Nickname (35 Character Max)**

Test Score Growth

Target 1 <sup>st</sup> Quarter	Target 2 <sup>nd</sup> Quarter	Target 3 <sup>rd</sup> Quarter	Target 4 <sup>th</sup> Quarter
100% of students will show 5% growth from the baseline diagnostic to the first interim (October) assessment.	100% of students will show 5% growth from the baseline diagnostic to the second interim (December) assessment.	100% of students will show 5% growth from the baseline diagnostic to the third interim (March) assessment.	Students will meet or exceed 39% PSSA/Keystone ELA and 15.7% PSSA/Keystone Math.

**Priority: Implement a multi-tiered system of supports for academics and behavior**

**Outcome Category**

Choose an item.

**Measurable Goal Statement (Smart Goal)**

100% of staff will make a minimum number of required synchronous contacts per day (small group/individual LL, phone call, face to face) that include evidence of strategies implemented based on student need (behavior, attendance, academics, etc.)

**Measurable Goal Nickname (35 Character Max)**

Daily Contacts

Target 1 <sup>st</sup> Quarter	Target 2 <sup>nd</sup> Quarter	Target 3 <sup>rd</sup> Quarter	Target 4 <sup>th</sup> Quarter

50% of staff will make the minimum number of required successful synchronous contacts per day by September 30, 2020	75% of staff will make the minimum number of required successful synchronous contacts per day by December 31, 2020	90% of staff will make the minimum number of required successful synchronous contacts per day by March 31, 2020.	100% of staff will make the minimum number of required successful synchronous contacts per day by June 30, 2020.
---	--	--	--

**Priority: Implement a multi-tiered system of supports for academics and behavior**

**Outcome Category**

Choose an item.

**Measurable Goal Statement (Smart Goal)**

**100% of full academic year students will meet engagement goals as measured by completion of monthly Curriculum Based Assessments (90%), quarterly based interim assessments (75%), and weekly lesson completion (85%).**

**Measurable Goal Nickname (35 Character Max)**

**Engagement Goal**

Target 1 <sup>st</sup> Quarter	Target 2 <sup>nd</sup> Quarter	Target 3 <sup>rd</sup> Quarter	Target 4 <sup>th</sup> Quarter
By September 30, 2020, 50% of FAY students will meet engagement goals as measured by completion of monthly Curriculum Based Assessments (90%), quarterly based interim assessments (75%), and weekly lesson completion (85%).	By December 31, 2020, 75% of FAY students will meet engagement goals as measured by completion of monthly Curriculum Based Assessments (90%), quarterly based interim assessments (75%), and weekly lesson completion (85%).	By March 31, 2020, 90% of FAY students will meet engagement goals as measured by completion of monthly Curriculum Based Assessments (90%), quarterly based interim assessments (75%), and weekly lesson completion (85%).	By June 20, 2020, 100% of full academic year students will meet engagement goals as measured by completion of monthly Curriculum Based Assessments (90%), quarterly based interim assessments (75%), and weekly lesson completion (85%).

### C. Action Plan

For each measurable goal, identify an evidence-based strategy that has a high likelihood of success in your LEA. The same Evidence based strategy may be used for more than one goal. (Add more rows if needed)

Evidence-Based Strategy	Measurable Goals
Active learning is a general term for teaching and learning strategies that engage and involve students in the learning process. Research has shown that not everyone learns in the same way. Teachers know that they need to use a variety of activities to meet the learning styles of their students.(National Dropout Prevention Center)	By the conclusion of the 20-21 SY, 85% of Reach students will demonstrate, through the collection of artifacts in grades 5, 8, and 11, meaningful engagement in career exploration and preparation aligned to the Career Education and Work (CEW) standards
Assess student learning frequently to determine progress toward standards based objectives using USA Test Prep. (Effective practices from Center on Innovation page 7, strength of evidence strong.)	Students will meet or exceed 39% PSSA/Keystone ELA and 15.7% PSSA/Keystone Math as determined by Exit Criteria Aggregate Gains.
Provide a tiered system of instructional and behavioral supports and interventions. (Effective practices from Center on Innovation page 11, strength of evidence strong.)	100% of teachers will make a minimum number of required synchronous contacts per day (small group/individual LL, phone call, face to face) that include evidence of strategies implemented based on student need (behavior, attendance, academics, etc.)
Implements a system wide monitoring process that utilizes collaborative instructional teams who meet regularly to review student data from screening, progress monitoring, and out assessment to identify next steps for instruction for student across all tiers. (Effective practices from Center on Innovation page 11, strength of evidence strong.)	100% of full academic year students will meet engagement goals as measured by completion of monthly Curriculum Based Assessments (90%), quarterly based interim assessments (75%), and weekly lesson completion (85%).

## D. Action Plan

### Create an Action Plan for each Evidenced-based Strategy

(If you need more than the number of tables provided please copy and paste more into the document)

*Evidence-based Action Steps:* Describe the evidence-based action steps to be taken to achieve this goal.

Evidence-based Strategy Name	Measurable Goals
Active learning is a general term for teaching and learning strategies that engage and involve students in the learning process. Research has shown that not everyone learns in the same way. Teachers know that they need to use a variety of activities to meet the learning styles of their students.(National Dropout Prevention Center)	By the conclusion of the 20-21 SY, 85% of demonstrate, through the collection of artifacts and 11, meaningful engagement in career preparation aligned to the Career Education standards

Action Step	Anticipated Start	Completion
Collection of Artifacts at grades 5,8,11	9/30/2020	6/4/2021
Lead Person/Position	Material/Resources/Supports Needed	
Rachel Parker/ Director of Counseling	School counselors, spreadsheet, data view c	
Prof Development Step	Choose an item.	

Action Step	Anticipated Start	Completion
Evaluating current career education curriculum to PA Career Education standards	7/1/20	9/30/20
Lead Person/Position	Material/Resources/Supports Needed	
JD Smith/ Director of Career Pathways	Smart Futures alignment, Curriculum alignm	
Prof Development Step	Choose an item.	

Action Step	Anticipated Start	Completion
	Click or tap to enter a date.	Click or ta
Lead Person/Position	Material/Resources/Supports Needed	
Prof Development Step	Choose an item.	

Anticipated Output	Monitoring/Evaluation

Evidence-based Strategy Name	Measurable Goals
Assess student learning frequently to determine progress toward standards based objectives using USA Test Prep. (Effective practices from Center on Innovation page 7, strength of evidence strong.)	Students will meet or exceed 39% PSSA/Keystone Math as determined by 15.7% PSSA/Keystone Math as determined by Aggregate Gains.

Action Step	Anticipated Start	Completion Date
Training and Retraining on USA Test Prep	08/27/2020	6/30/21
Lead Person/Position	Material/Resources/Supports Needed	
Kelley McConnell/ Dir of Data	USA Test Prep, computers, USA Test prep	
Prof Development Step	Choose an item.	

Action Step	Anticipated Start	Completion Date
	Click or tap to enter a date.	Click or tap to enter a date.
Lead Person/Position	Material/Resources/Supports Needed	
Prof Development Step	Choose an item.	

Action Step	Anticipated Start	Completion Date
	Click or tap to enter a date.	Click or tap to enter a date.
Lead Person/Position	Material/Resources/Supports Needed	
Prof Development Step	Choose an item.	

Anticipated Output	Monitoring/Evaluation

Evidence-based Strategy Name	Measurable Goals
Provide a tiered system of instructional and behavioral supports and interventions. (Effective practices from Center on Innovation page 11, strength of evidence strong.)	100% of staff will make a minimum number of contacts per day (small group/individual LL, ph that include evidence of strategies implemented (behavior, attendance, academics, etc.)

Action Step	Anticipated Start	Completion
Train new staff on contact expectations	08/25/2020	6/30/20
Lead Person/Position	Material/Resources/Supports Needed	
Kelley McConnell, Christine Miller, Corey Groff	Contacts report	
Prof Development Step	Choose an item.	

Action Step	Anticipated Start	Completion
Training administration on contact monitoring	8/25/2020	10/01/20
Lead Person/Position	Material/Resources/Supports Needed	
Kelley McConnell, Christine Miller, Corey Groff	Contacts report	
Prof Development Step	Choose an item.	

Action Step	Anticipated Start	Completion
	Click or tap to enter a date.	Click or ta
Lead Person/Position	Material/Resources/Supports Needed	
Prof Development Step	Choose an item.	

Anticipated Output	Monitoring/Evaluation

Evidence-based Strategy Name	Measurable Goals
Implements a system wide monitoring process that utilizes collaborative instructional teams who meet regularly to review student data from screening, progress monitoring, and out assessment to identify next steps for instruction for student across all tiers. (Effective practices from Center on Innovation page 11, strength of evidence strong.)	100% of full academic year students will meet e measured by completion of monthly Curriculum (90%), quarterly based interim assessments (75% completion (85%).

Action Step	Anticipated Start	Completion
Students will participate in teacher created, quarterly based interim assessments using USA Test Prep.	9/7/2020	6/4/21
Lead Person/Position	Material/Resources/Supports Needed	
Christine Miller and Corey Groff/ Principals	USA Test Prep, Curriculum, Computers, Co	
Prof Development Step	Choose an item. LMS.	

Action Step	Anticipated Start	Completion
Students will participate in monthly Curriculum, phones, Live Lesson. Teachers & students. Monthly curriculum based assessments (a structured, teacher-led communication to ensure student understanding of the curriculum).	9/7/20	6/4/21
Lead Person/Position	Material/Resources/Supports Needed	
Christine Miller and Corey Groff/ Principals	Curriculum, Computers, Course Materials, I	
Prof Development Step	Choose an item.	

Action Step	Anticipated Start	Completion
Students will complete weekly lessons.	9/7/20	6/4/21
Lead Person/Position	Material/Resources/Supports Needed	
Christine Miller and Corey Groff/ Principals	Curriculum, Computers, Course Materials, I	
Prof Development Step	Choose an item.	

Anticipated Output	Monitoring/Evaluation

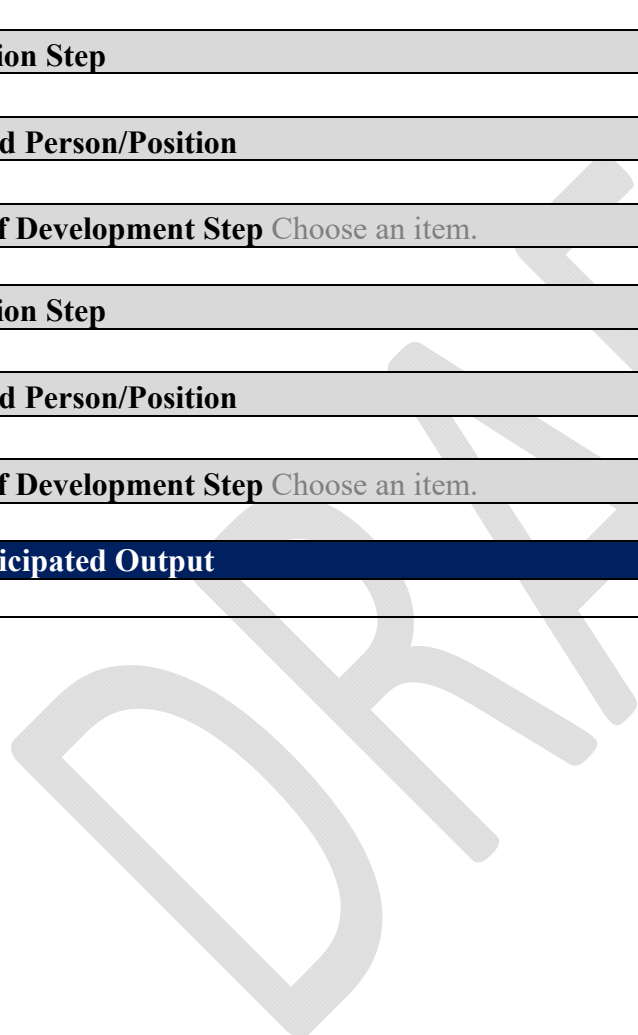
Evidence-based Strategy Name	Measurable Goals

Action Step	Anticipated Start	Completion
	Click or tap to enter a date.	Click or tap to enter a date.
Lead Person/Position	Material/Resources/Supports Needed	
Prof Development Step	Choose an item.	

Action Step	Anticipated Start	Completion
	Click or tap to enter a date.	Click or tap to enter a date.
Lead Person/Position	Material/Resources/Supports Needed	
Prof Development Step	Choose an item.	

Action Step	Anticipated Start	Completion
	Click or tap to enter a date.	Click or tap to enter a date.
Lead Person/Position	Material/Resources/Supports Needed	
Prof Development Step	Choose an item.	

Anticipated Output	Monitoring/Evaluation





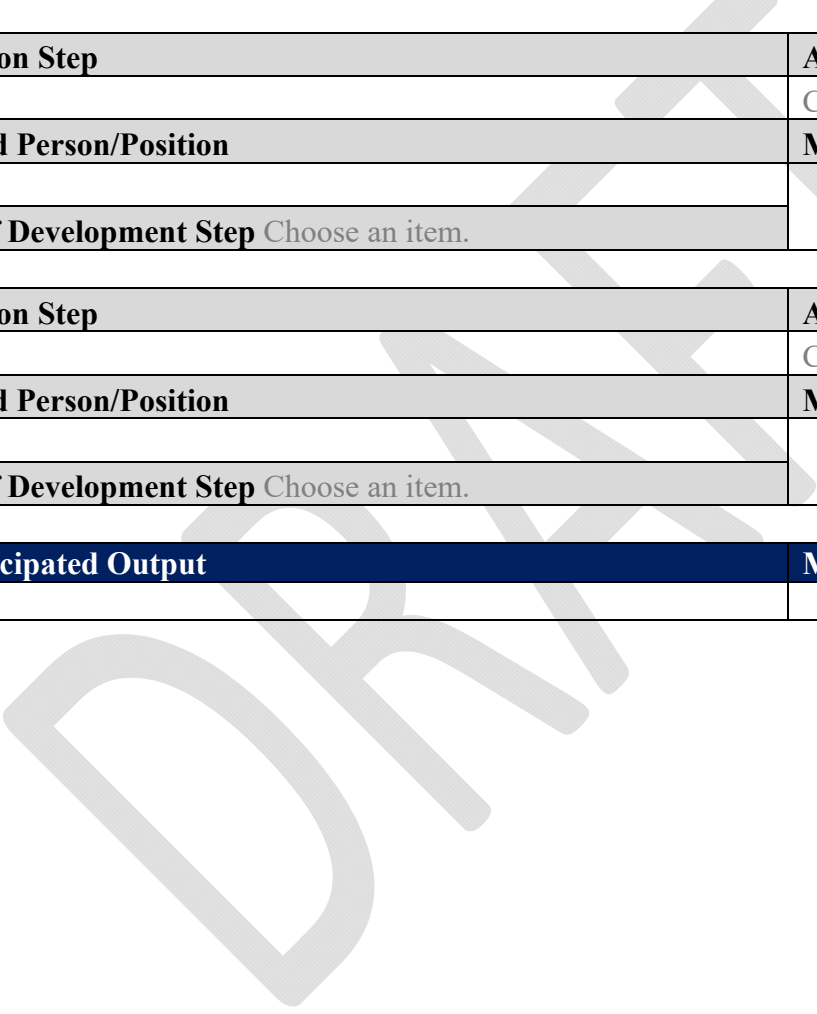
Evidence-based Strategy Name	Measurable Goals

Action Step	Anticipated Start	Completion
	Click or tap to enter a date.	Click or tap to enter a date.
Lead Person/Position	Material/Resources/Supports Needed	
Prof Development Step	Choose an item.	

Action Step	Anticipated Start	Completion
	Click or tap to enter a date.	Click or tap to enter a date.
Lead Person/Position	Material/Resources/Supports Needed	
Prof Development Step	Choose an item.	

Action Step	Anticipated Start	Completion
	Click or tap to enter a date.	Click or tap to enter a date.
Lead Person/Position	Material/Resources/Supports Needed	
Prof Development Step	Choose an item.	

Anticipated Output	Monitoring/Evaluation



***E. Professional Development Steps***

**(If you need more than the number of tables provided please copy and paste more into the document)**

Professional Development Activity Name:		
Action Step	Career benchmark training	
Audience	Teachers of Grades 5,8,11, School Counselors	
Topics to be Included	Overview of career benchmark artifact collection	
Evidence of Learning	Exit ticket	
Material/Resources/Supports Needed	Live Lesson room, Smart futures, teacher gradebooks, spreadsheet	
Lead Person/Position	JD Smith/ Director of Career Pathways	
Anticipated Timeline	9/7/2020	12/30/2020

**Learning Format (If you need additional Learning Format tables for this Professional Development Activity please copy and paste more into the document)**

Types of Activities	Online synchronous training	Frequency	Once
Danielson Framework Component Met in this Plan	Choose an item. Choose an item. Once the Comprehensive Portal Opens you will be able to		

Professional Development Activity Name:		
Action Step	USA Test Prep Training	
Audience	Teachers, Specialists, Staff	
Topics to be Included	Level 1: Introduction to USA Test Prep Level 2: Advanced USA Test Prep	
Evidence of Learning	Exit Ticket	
Material/Resources/Supports Needed	USATP, Computers	
Lead Person/Position	Kelley McConnell/Dir of DATA	
Anticipated Timeline	Start: 08/25/20	10/01/20

**Learning Format (If you need additional Learning Format tables for this Professional Development Activity please copy and paste more into the document)**

Types of Activities	Online Synchronous Training Session	Frequency	Twice
Danielson Framework Component Met in this Plan	Choose an item. Choose an item. Once the Comprehensive Portal Opens you will be able to		

Professional Development Activity Name:	
Action Step	Contact Training
Audience	Teachers, administration, staff
Topics to be Included	How to use contact report and accuracy of logging
Evidence of Learning	Exit Ticket
Material/Resources/Supports Needed	Live Lesson, computers, contact report
Lead Person/Position	Christine Miller, Corey Groff

Anticipated Timeline	8/25/20	6/30/21	
<b>Learning Format (If you need additional Learning Format tables for this Professional Development Activity please copy and paste more into the document)</b>			
Types of Activities	Online Synchronous Training	Frequency	On-Going
Danielson Framework Component Met in this Plan	Choose an item. Choose an item. Once the Comprehensive Portal Opens you will be able to		

<b>Professional Development Activity Name:</b>		
Action Step	Train staff on diversity and inclusion	
Audience	All staff	
Topics to be Included	Anti-racism, socio-economic status, generational, equity, empathy, race, systemic racism, systematic oppression	
Evidence of Learning	Employee Evaluation and improved student and family engagement as measured by improved responses on needs assessment	
Material/Resources/Supports Needed	Presenter, Needs Assessment	
Lead Person/Position	JD Smith	
Anticipated Timeline	07/01/2020	06/4/21

**Learning Format (If you need additional Learning Format tables for this Professional Development Activity please copy and paste more into the document)**

Types of Activities	Training	Frequency	On-going
Danielson Framework Component Met in this Plan	Choose an item. Choose an item. Once the Comprehensive Portal Opens you will be able to		

DRAFT

## Plan Communications

The success of a plan is how you communicate it to your staff, community, parents, and students. Develop steps to communicate components of your plan to your various levels of stakeholders.

Communication Step	Mode: Written
The communication strategy will be the quarterly newsletter	
Topics of Message	Audience: The audience includes Committee and full board (comm
Update on progress towards CSI plan benchmarks	Anticipated Timeline: monthly

Communication Step	Mode: Virtual Meeting
The communication strategy is the monthly progress report that will be delivered during staff huddle.	
Topics of Message	Audience: staff members
Update on progress towards CSI plan benchmarks	Anticipated Timeline: weekly

Communication Step	Mode: Written
The communication strategy is the quarterly benchmark report that will be delivered.	
Topics of Message	Audience: Parents and students
Update on progress towards CSI plan benchmarks	Anticipated Timeline: quarterly

Communication Step	Mode: Virtual Meeting
Quarterly meetings (townhall) with families.	
Topics of Message	Audience: Families and caretaker
Updates on school data	Anticipated Timeline: quarterly

# Plan Submission

(The Plan will be submitted in the new Comprehensive Planning Portal. The screenshot below is provided to show you what information is needed and how the plan will be affirmed.)

**Future Ready Comprehensive Planning**  
Southern Huntingdon County School District

Home | My Plans | Reports | Resources | Outcome-based Reports | Admin

The Philadelphia CS for Arts and Sciences at HR Edmunds | Non Designated – non – Title I | 2020

Ready, Set, Go | Plan Monitoring | Plan Communications

**READY** : Prepare for Planning **100%** **SET** : Complete a Needs Assessment **100%** **GO** : Develop the Plan **100%**

### Approvals & Signatures

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Building Principal Name	Building Principal Signature	Date
<input type="text"/>	<input type="text"/>	Today's Date

Superintendent/CEO Name	Superintendent/CEO Signature	Date
<input type="text"/>	<input type="text"/>	Today's Date

School Improvement Facilitator Name	School Improvement Facilitator Signature	Date
<input type="text"/>	<input type="text"/>	Today's Date

Upload of School Board Minutes	Date of Approval
<input type="text" value="Upload Minutes"/>	<input type="text" value=""/>

-Mrs. Jane Swan, Chief Executive Officer

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## **Annual School Safety and Security Report 2019-2020**

### Harrisburg Office Location:

- During the 2019-2020 the Office finished the transition from physical hard keys to an electronic fob system. Visitors are required to report to the main office and ring into the security door. Once entering visitors are signed-in and assigned a visitor's badge prior to entering office areas.
- Reach now occupies offices on the second and third floors of the Office Building on East Park Drive. With the Office expansion, the following safety measures were put in place:
  - An Additional Automated External Defibrillator (AED) machine purchased and mounted in the break room on the 3<sup>rd</sup> floor
  - Service to the existing AED machine within the break room on the 2<sup>nd</sup> floor occurred
  - New and additional signage were posted identifying where the AED machines can be located
  - The evacuation plan was updated to include the 3<sup>rd</sup> floor and signage was added
  - The Employee Emergency Contact information was again completed by staff
  - The listing of staff that are certificated in First Aid and Personal Safety, AED and Safe Crisis Management was again updated during the 2019-2020 school year
  - Fire Extinguishers were added to the 3<sup>rd</sup> floor Office area and the 2<sup>nd</sup> floor fire extinguishers were serviced
- COVID-19 Preliminary Response for Office
  - A sanitation caddy has been purchased and is now displayed in the main office area of Reach to include the following: Gloves, Wipes, Masks, and Hand Sanitizer. These supplies are available to guests as they enter the office
  - Three free-standing hand sanitizer stations have been purchased and will be located at the 2<sup>nd</sup> floor main office, the second floor hallway area, and the 3<sup>rd</sup> floor foyer
  - Hand sanitizer bottles has been purchased for office work counters near the copy machines, and mailing meter
  - Preparation for deep cleaning the office is currently underway
  - Clara Keeports, Office Manager has begun to purchase and build reserves for sanitation items inclusive of wipes, hand sanitizer, masks, gloves and Lysol
  - Limited access to the office has been enforced during Covid-19. A service crew is contacted for office cleaning on days when the office has been occupied
  - A committee has been convened to complete a School Health and Safety Plan in response to Covid-19. The Plan will be presented to the School Board at a future date. The plan shall be available on the school website for public viewing



- Students:
  - The Student Assistance Program (SAP) was expanded to include a broader scope of employees. School Psychologists Leslie Hartos and James Hull attended SAP training over several dates in late February, early March. Additionally, several Assistant Principals and a school Social Worker were also trained. Approximately, 72 students moved through SAP in some capacity during the 2019-2020 school year
  - In November of 2019, School Psychologists Leslie Hartos and James Hull conducted a staff training of the student Crisis Cycle and creating Crisis Plans for special education teachers
  - School Social Workers conducted a training about the SAP referral process and Mandated Reporting
  - A Trauma Informed School Training was conducted school-wide by the School Social Worker
  - Rachel Parker, Director of Counseling and Nancy Wagner, Director Family Services will be attending a three part training Trauma –Informed Community and Family Engagement
  - Rachel Parker is preparing for the refresher of Suicide Awareness and Prevention. The course is 8 part course consisting of 30 minute modules. This must be refreshed every five years
  - Students in Distress was completed by teaching staff at the beginning of the 2019-2020 school year
  - A needs assessment was sent to caretakers and students K-8. Friday counseling Live Lessons were conducted by school counselors to follow-up in areas of needs: For example: Study Skills and Organization
  - The needs assessment is being reviewed to add additional questions about equity and inclusion for the 2020-2021 school year

## **Proposal for Revision of Attendance Policy 20-21SY**

### ***What attendance revisions are being proposed for the 20-21 school year?***

- The definition of an absence in the student handbook would be changed from “missing a days worth of lessons in a week” to “missing 1% of overall lesson completion in a week”
- Parents will no longer need to enter hours for student attendance. The attendance team will make all updates to student attendance.
- Attendance will be entered as Present (P), Excused (E), Unexcused (U), or Vacation (V) instead of tracking numerical hours

### ***Why are revisions of the attendance policy necessary?***

The proposed changes simplify attendance tracking and increase accuracy for all stakeholders, including end of the year state reporting.

- Previous end of the year reporting can be inaccurate due to hours in Connexus being used to report absences instead of actual days marked absent
- Proposed changes provide for fewer individuals entering and changing attendance, which allows for more accurate data tracking
- Special considerations for students with 504 plans and IEPs are already built into the current tracking system and will continue
- Connexus is formatted to use the P,V,E,U codes and some schools already use this method
- Proposed changes will provide better accuracy for ensuring hours match work completed (both when students have too few or too many hours entered)

The proposed changes allow for more consistent, accurate, and transparent attendance documentation for truancy officers, local magistrates, and county agencies

- Previous attendance tracking was difficult to communicate and prove in court for truancy proceedings, as well as difficult to navigate for outside agencies including Children and Youth
- Proposed changes are easier for truancy officers to present in court by providing concrete numbers without parent involvement

### ***How do these revisions impact our families?***

- Caretakers and Learning Coaches will no longer need to enter any attendance data in the system, but will continue other Caretaker/Learning Coach responsibilities
- Parents will be notified of the attendance revisions through multiple communications including orientation, webmail, as well as optional attendance information live lesson sessions, held at convenient hours for families at the beginning of the school year (including evening hours)
- Parents will submit excuses and vacation requests through new Data View for easier tracking
- No change in student flexibility ensuring that students can work Monday through Sunday as in all previous years

## **Summary of changes from first draft budget:**

- **Added \$728,580 of CARES Act Funding (net budget effect = \$0)**
  - **\$204,580 Instructional Interventions**
  - **\$250,000 Office Cleaning and Maintenance**
  - **\$224,000 Summer Instruction**
  - **\$50,000 Cleaning Supplies and Personal Protective Equipment**
- **Adjusted budgeted Title funding per most recently announced preliminary allocations (net budget effect = \$0)**
  - **Title I \$1,179,505**
  - **Title II \$126,357**
  - **Title III \$3,168**
  - **Title IV \$67,273**
- **Adjusted combined budget for additional compensation expense due to:**
  - **Alignment of compensation to duties for two employees**
  - **Additional summer support and instruction to be funded with CARES Act allocation**
  - **Additional Family Mentor to be funded with increase in Title I allocation**
- **\$25,000 Facilities Support Services (Connections fee) added back**

**REACH CYBER CHARTER SCHOOL 2020-2021 DRAFT BUDGET**

**Revenue and Expense Statement**

	2020-2021 M&O Budget	2020-2021 Title I Budget	2020-2021 Title II Budget	2020-2021 IDEA-B Budget	2020-2021 Title IV Budget	2020-2021 Other Grants Budget	2020-2021 Combined Budget	2019-2020 Combined Forecast
Average Enrolled Students	4,165						4,165	3,600
Funded Enrollment	4,165						4,165	3,749
<b>Revenue</b>								
Regular Education Funding	39,426,644						39,426,644	34,535,456
Special Education Funding	20,846,882						20,846,882	21,378,499
Subtotal	60,273,527	-	-	-	-	-	60,273,527	55,913,955
Title I	-	1,179,505					1,179,505	887,144
Title IIA	-		126,357				126,357	96,414
Title III	-					3,168	3,168	1,284
Title IV	-				67,273		67,273	67,506
IDEA	-			621,613			621,613	581,315
CSI	-					75,000	75,000	77,665
CARES Act	-					728,580	728,580	-
Student Activities Income	20,000						20,000	17,675
Interest Income	210,000						210,000	216,000
Erate	1,427						1,427	1,777
Subtotal	231,427	1,179,505	126,357	621,613	67,273	806,748	3,032,923	1,946,780
<b>Total Revenue</b>	<b>60,504,954</b>	<b>1,179,505</b>	<b>126,357</b>	<b>621,613</b>	<b>67,273</b>	<b>806,748</b>	<b>63,306,450</b>	<b>57,860,735</b>
<b>Compensation Expense</b>								
Salaries - Administration	4,007,527	-	-	121,246	-	54,745	4,183,518	3,523,356
Benefits - Administration	921,731	-	-	27,887	-	12,591	962,209	775,138
Pension - Administration	200,376	-	-	6,062	-	2,737	209,176	167,395
Taxes - Administration	360,677	-	-	10,912	-	4,927	376,517	273,494
Subtotal Administration	5,490,312	-	-	166,107	-	75,000	5,731,420	4,739,383
Salaries - Teachers	17,376,041	762,913	126,357	320,778	25,254	224,000	18,835,343	15,819,001
Benefits - Teachers	4,077,071	175,470	-	73,779	5,808	-	4,332,129	3,473,296
Pension - Teachers	830,873	76,291	-	32,078	2,525	-	941,767	766,057
Taxes - Teachers	1,595,376	68,662	-	28,870	2,273	-	1,695,181	1,260,761
Subtotal Instructional Staff	23,879,360	1,083,337	126,357	455,505	35,860	224,000	25,804,420	21,319,115
<b>Total Compensation Expense</b>	<b>29,369,673</b>	<b>1,083,337</b>	<b>126,357</b>	<b>621,613</b>	<b>35,860</b>	<b>299,000</b>	<b>31,535,839</b>	<b>26,058,498</b>
<b>Connections Products and Services</b>								
Curriculum and Instructional Support Services	7,173,989						7,173,989	6,445,600
Student Connexus License	2,623,868						2,623,868	2,310,000
Student Technology Assistance Services	4,527,214						4,527,214	4,107,800
Enrollment/Placement/Student Support Services	3,967,039						3,967,039	3,652,800
School Operations Support Services	2,436,449						2,436,449	2,145,000
School Business Support Services	-						-	528,000
Professional Development Services	399,375						399,375	344,625
School Staff Support Services/Human Resources support	878,625						878,625	1,309,575
Facilities Support Services	25,000						25,000	25,000
Short term substitute teachers	96,000						96,000	135,771
Direct Course Instruction Support	140,000						140,000	121,282
<b>Total Connections Products and Services Fees</b>	<b>22,267,561</b>	-	-	-	-	-	<b>22,267,561</b>	<b>21,125,453</b>
<b>Other Instructional and Student Support Expenses</b>								
Student Testing & Assessment	509,000						509,000	107,000
Student Technology Support Stipend	1,127,000						1,127,000	974,000
Special Education Related Services	1,399,000						1,399,000	1,209,000
Contracted Pupil Health Support	10,000						10,000	8,000
STEM Programmatic Expenses	2,028,361						2,028,361	1,753,260
Career Pathways Program Licenses and Apprenticeships	50,404						50,404	-
Other Curriculum	110,000					207,748	317,748	102,000
Student Activities	80,000						80,000	160,000
Extracurricular Activities	95,000						95,000	2,000
Graduation Expense	45,000						45,000	20,000
Community Coordinators and Outreach Events	6,500	46,168					52,668	17,000
Benevolent Outreach	10,000	50,000					60,000	-
Community Partnerships	124,500						124,500	-
School Discretionary Targeted Outreach	40,000						40,000	35,000
<b>Total Other Instructional and Student Support Expenses</b>	<b>5,634,765</b>	<b>96,168</b>	-	-	-	<b>207,748</b>	<b>5,938,681</b>	<b>4,387,260</b>

**REACH CYBER CHARTER SCHOOL 2020-2021 DRAFT BUDGET**

**Revenue and Expense Statement**

	<b>2020-2021 M&amp;O Budget</b>	<b>2020-2021 Title I Budget</b>	<b>2020-2021 Title II Budget</b>	<b>2020-2021 IDEA-B Budget</b>	<b>2020-2021 Title IV Budget</b>	<b>2020-2021 Other Grants Budget</b>	<b>2020-2021 Combined Budget</b>	<b>2019-2020 Combined Forecast</b>
<b>Other School Expenses</b>								
Office Supplies	36,000					50,000	86,000	31,000
Copiers/ Reproduction	14,000						14,000	12,000
Office Postage	21,000						21,000	18,000
Staff Recruiting/Background Checks	45,000						45,000	22,000
Staff Training/Prof. Dvlpmt	250,000				25,000		275,000	190,000
Travel and Conferences	170,587				4,413		175,000	85,000
Travel- Nurse	5,000						5,000	2,000
Maintenance & Repairs	30,000					250,000	280,000	23,000
Internet	28,000						28,000	19,000
Telephone	8,000						8,000	23,000
Office Rent	467,900						467,900	433,000
Rent Operating Expense	21,120						21,120	-
Small Office Equipment	140,000						140,000	211,000
Team Building	25,000						25,000	4,000
Banking Fees	6,000						6,000	6,000
External Audit	18,000						18,000	10,000
Accreditation	1,200						1,200	1,973
Dues	88,000				2,000		90,000	88,000
D&O Insurance	3,500						3,500	2,418
Insurance Expenses	100,000						100,000	192,894
Legal Services	75,000						75,000	95,000
Board-Related Expenses	15,000						15,000	11,000
Other School Expense	11,000						11,000	3,000
Other Consultants	5,000						5,000	24,000
Accounting Services	250,000						250,000	320,000
Accounting System License and Implementation	55,000						55,000	55,000
HR System License and Implementation	21,000						21,000	-
<b>Total Other School Expenses</b>	<b>1,910,307</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>31,413</b>	<b>300,000</b>	<b>2,241,720</b>	<b>1,882,285</b>
<b>Total Program Expenses Before Depreciation</b>	<b>59,182,306</b>	<b>1,179,505</b>	<b>126,357</b>	<b>621,613</b>	<b>67,273</b>	<b>806,748</b>	<b>61,983,801</b>	<b>53,453,496</b>
Capital Outlay	145,000						145,000	145,000
<b>Total Program Expenses Including Depreciation</b>	<b>59,327,306</b>	<b>1,179,505</b>	<b>126,357</b>	<b>621,613</b>	<b>67,273</b>	<b>806,748</b>	<b>62,128,801</b>	<b>53,598,496</b>
<b>Net</b>	<b>1,177,648</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,177,649</b>	<b>4,262,239</b>
<b>Beginning fund balance</b>	<b>13,837,649</b>						<b>13,837,649</b>	<b>9,575,411</b>
<b>Ending fund balance</b>	<b>15,015,298</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,015,298</b>	<b>13,837,649</b>

**REACH CYBER CHARTER SCHOOL 2020-2021 DRAFT BUDGET**  
**Enrollment and Revenue**

**4,165 ADM**  
**4,165 Funded**

School Days 180

<b>Average Daily Membership (ADM)</b>			
<b>Grade</b>	<b>Total</b>	<b>Grade Mix</b>	<b>Funded</b>
K	173	4.1%	173
1	139	3.3%	139
2	159	3.8%	159
3	202	4.9%	202
4	197	4.7%	197
5	203	4.9%	203
6	274	6.6%	274
7	406	9.7%	406
8	415	10.0%	415
9	576	13.8%	576
10	525	12.6%	525
11	388	9.3%	388
12	508	12.2%	508
<b>Total</b>	<b>4,165</b>	<b>100.0%</b>	<b>4,165</b>

Special Ed Population 18%

<b>Revenue Source</b>	<b>Annual Base</b>			<b>Budgeted Revenue</b>
	<b>Rate</b>	<b>Enrollment</b>	<b>Adjustments</b>	
Regular Ed Funding	\$11,544	3,415		39,426,644
Special Ed Funding	\$27,808	750		20,846,882
Title I				1,179,505
Title II				126,357
IDEA-B				621,613
Title III				3,168
Title IV				67,273
CSI				75,000
CARES				728,580
Student Activities Income	\$5	4,165		20,000
E-Rate	\$0			1,427
Interest	\$0			210,000
<b>Total Revenue</b>				<b>63,306,450</b>

**REACH CYBER CHARTER SCHOOL 2020-2021 DRAFT BUDGET**  
Staffing Model

Enrollment Plan	
Kindergarten	173
First	139
Second	159
Third	202
Fourth	197
Fifth	203
Sixth	274
Seventh	406
Eighth	415
Ninth	576
Tenth	525
Eleventh	388
Twelfth	508
<b>Average Enrollment</b>	<b>4,165</b>
<b>Funded Enrollment</b>	<b>4,165</b>
<b>ADM to Funded Ratio</b>	<b>100.0%</b>

Total Population		
Elementary (K-5)	1,074	26%
Secondary (6-12)	3,091	74%
<b>Total Regular FTE</b>	<b>4,165</b>	

Special Population			
Category	%	Factor	Total FTE
IEP	21%	100%	861
IEP - Alt Asses.		100%	31
504	4%	33%	48
Gifted	2%	0%	0
ELL	1%	0%	0
<b>Total</b>	<b>22%</b>		<b>940</b>

Peak Enrollment	
Peak Enrollment	4,412
Adm to Peak %	94.4%
Peak Enrollment Month	April

Base Rate for New	
Reach - Harrisburg	48,000
Reach - Philadelphia	48,000
Reach - Pittsburgh	48,000
Reach - Wilkes-Barre/S	48,000
Reach - Allentown	48,000
<b>New Staff - Salary Adjustment</b>	
Avg- Existing	57,655
Adj. - New Staff	(1,730)

Prior Year iNaCA FTE	
FTE	0.7

Compensation Metrics		
<b>Merit</b>		
Teachers	3.0%	566,136
Admin	3.0%	200,259
Total Merit (Incl. Benefits & Taxes)		766,395
Bonus for Returning	4.8%	730,357
Career Ladder Points	74	
Career Ladder Point %	4.0%	171,538
Summer Support (# of FTE)	8	51,200
Summer Instruction	20	172,800
STEM Endorsement Incentive	100	100,000
Teacher Mentor (\$500/ea)	\$100	50,000
Total Other Compensation		1,275,895

	Staffing					Base Compensation		Salaries, Benefits and Taxes		
	19-20	20-21	20-21 Grant Funding	20-21 Combined	20-21 New	Average	Average 20-21	General Fund 20-21 Salaries	Total Grant	
		General Fund				19-20 Salaries			20-21 Salaries	Total Combined 20-21 Salaries
<b>Instructional Staff</b>										
Elementary Teachers (K-5)	35.0	32.1	2.9	35.0	0.0	55,250	56,908	1,832,241	159,521	1,991,763
Secondary Teachers (6-12)	84.0	88.9	2.1	91.0	7.0	56,403	58,095	5,157,515	117,031	5,274,546
Credit Recovery Teachers	5.0	5.0	0.0	5.0	0.0	56,403	58,095	290,475	-	290,475
Adjuncts	0.0	0.0	0.0	0.0	0.0	27,000	27,000	-	-	-
ELL Teachers	3.0	3.0	0.0	3.0	0.0	57,340	59,060	177,181	-	177,181
Gifted Teacher	1.0	1.0	0.0	1.0	0.0	60,250	62,058	62,058	-	62,058
Special Ed Teachers	44.0	46.4	5.6	52.0	8.0	57,219	58,936	2,730,034	320,778	3,050,812
Elective Teachers	20.0	21.0	0.0	21.0	1.0	56,403	58,095	1,218,267	-	1,218,267
Intervention Specialists	12.0	20.0	0.0	20.0	8.0	58,193	59,939	1,184,939	-	1,184,939
Social Worker	2.0	0.8	1.2	2.0	0.0	54,833	56,478	47,156	65,800	112,956
Related Services Coordinator	1.0	1.0	0.0	1.0	0.0	57,345	59,065	59,065	-	59,065
Professional Development Coordinator	1.0	1.0	0.0	1.0	0.0	60,322	62,132	62,132	-	62,132
Occupational Therapist	0.0	0.0	0.0	0.0	0.0	58,500	60,255	-	-	-
Speech Pathologist	1.0	1.0	0.0	1.0	0.0	58,500	60,255	60,255	-	60,255
School Psychologist	1.0	1.0	0.0	1.0	0.0	57,500	59,225	59,225	-	59,225
State Testing Coordinator	1.0	1.0	0.0	1.0	0.0	68,000	70,040	70,040	-	70,040
STEM Coaches	10.0	12.1	0.9	13.0	3.0	54,710	58,605	731,427	25,254	756,681
Truancy Coordinator (10 month)	3.0	1.5	1.5	3.0	0.0	59,750	61,543	95,003	89,625	184,628
Family Mentors	31.0	32.0	6.0	38.0	7.0	55,156	56,811	1,815,762	330,936	2,146,698
School Counselors	14.0	14.0	0.0	14.0	0.0	55,321	56,981	797,729	-	797,729
<b>Subtotal Instructional Staff</b>	<b>270.0</b>	<b>282.8</b>	<b>20.2</b>	<b>303.0</b>	<b>33.0</b>	<b>56,264</b>	<b>57,952</b>	<b>16,450,503</b>	<b>1,108,945</b>	<b>17,559,448</b>
Other Compensation						-		925,538	350,357	1,275,895
<b>Subtotal Instructional Wages</b>								<b>17,376,041</b>	<b>1,459,302</b>	<b>18,835,343</b>
Benefits	22%	23%						4,077,071	255,057	4,332,129
Pension	5%	5%						830,873	110,895	941,767
Taxes	9%	9%						1,595,376	99,805	1,695,181
<b>Total Instructional Expense</b>								<b>23,879,360</b>	<b>1,925,059</b>	<b>25,804,420</b>
<b>Administration</b>										
Chief Executive Officer	1.0	1.0	0.0	1.0	0.0					
Lead Principal	1.0	1.0	0.0	1.0	0.0					
Principal (K-5)	1.0	1.0	0.0	1.0	0.0					
Principal (6-12)	1.0	1.0	0.0	1.0	0.0					
Assistant Principal	6.0	7.0	0.0	7.0	1.0					
Director of Special Education	1.0	0.4	0.6	1.0	0.0					
Assistant Director of Special Education	2.0	1.4	0.6	2.0	0.0					
Administrative Assistant	13.0	12.0	0.0	12.0	(1.0)					
Director of Counseling	1.0	1.0	0.0	1.0	0.0					
Manager of Counseling	1.0	1.0	0.0	1.0	0.0					
Director of Multi-Tiered Systems of Support	1.0	0.5	0.5	1.0	0.0					
Director of Data and Student Assessments	1.0	1.0	0.0	1.0	0.0					
Accounting Specialist	1.0	1.0	0.0	1.0	0.0					
Staff Accountant	1.0	1.0	0.0	1.0	0.0					
HR Director	1.0	1.0	0.0	1.0	0.0					
HR Coordinator	1.0	1.0	0.0	1.0	0.0					
Coordinator of Counseling	1.0	1.0	0.0	1.0	0.0					
Coordinator of Social Workers	1.0	1.0	0.0	1.0	0.0					
Director of STEM Education	1.0	1.0	0.0	1.0	0.0					
Director of Financial Services	1.0	1.0	0.0	1.0	0.0					
Director of Career Pathways	1.0	1.0	0.0	1.0	0.0					
Director of Family Services	1.0	1.0	0.0	1.0	0.0					
Social Outreach and Marketing Manager	1.0	1.0	0.0	1.0	0.0					
School Nurse	3.0	3.0	0.0	3.0	0.0					
School Psychologist	1.0	1.0	0.0	1.0	0.0					
Attendance Manager	1.0	1.0	0.0	1.0	0.0					
Attendance Coordinator	1.0	1.0	0.0	1.0	0.0					
Manager of School Office	1.0	1.0	0.0	1.0	0.0					
Billing Associate	0.0	1.0	0.0	1.0	1.0					
STEM Camp Coordinator	0.0	1.0	0.0	1.0	1.0					
Supervisor of Special Ed	0.0	1.0	0.0	1.0	1.0					
Manager of Family Services	0.0	1.0	0.0	1.0	1.0					
<b>Subtotal Administration</b>	<b>48.0</b>	<b>50.3</b>	<b>1.7</b>	<b>52.0</b>	<b>4.0</b>			<b>3,638,650</b>	<b>175,991</b>	<b>3,814,641</b>
<b>Total Staff</b>	<b>318.0</b>	<b>333.1</b>	<b>21.9</b>	<b>355.0</b>	<b>37.0</b>					
Bonus Pool								368,877	-	368,877
<b>Subtotal Administrative Wages</b>								<b>4,007,527</b>	<b>175,991</b>	<b>4,183,518</b>
Benefits	22%	23%						921,731	40,478	962,209
Pension	5%	5%						200,376	8,800	209,176
Taxes	9%	9%						360,677	15,839	376,517
<b>Total Administrative Expense</b>								<b>5,490,312</b>	<b>241,107</b>	<b>5,731,420</b>
<b>Total Compensation Expense</b>								<b>29,369,673</b>	<b>2,166,167</b>	<b>31,535,839</b>

**REACH CYBER CHARTER SCHOOL 2020-2021 DRAFT BUDGET**  
**Connections Charges**

Connections Charges Forecast					
				Turn Over Ratio	30.00%
Connections Products and Services					
Description	Rate	Enrollment/ Unit	Months	Projected	
Curriculum and Instructional Support Services - Upfront	\$425	5,414		2,301,091	
Curriculum and Instructional Support Services - Monthly	\$130	4,165	9	4,872,899	
Student Connexus License	\$70	4,165	9	2,623,868	
Student Technology Assistance Services - Upfront	\$400	5,414		2,165,733	
Student Technology Assistance Services - Monthly	\$63	4,165	9	2,361,482	
Enrollment/Placement/Student Support Services - Upfront	\$525	5,414		2,842,524	
Enrollment/Placement/Student Support Services - Monthly	\$30	4,165	9	1,124,515	
School Operations Support Services	\$65	4,165	9	2,436,449	
School Business Support Services	\$0	4,165	9	-	
Professional Development Services	\$125	355	9	399,375	
School Staff Support Services	\$275	355	9	878,625	
Direct Course Instruction Service	\$2.75	0		96,000	
Short Term Sub Teaching Services	\$300	0		140,000	
Facilities Support Services	\$25,000	1		25,000	
<b>Total Connections Products and Services</b>				<b>22,267,561</b>	

\*\* Projected charges for 20/21 based on 19/20 data



**REACH CYBER CHARTER SCHOOL 2020-2021 DRAFT BUDGET**  
**Fee Schedule**

Schedule of fees for the Educational Program under the terms of the Agreement:

Fee Type	Fee	Price through June 30,2020	Price from July 1, 2020 through Dec. 31, 2020	Price from Jan. 1, 2021 through June 30, 2021	Price from July 1 , 2021	Description
<b>Upfront Fees</b>	Curriculum and Instructional Support Services	\$425.00	\$425.00	\$425.00	\$425.00	Charged annually per each student enrolled at time student becomes eligible for billing to districts/state
	Enrollment/Placement/Student Support Services	\$525.00	\$525.00	\$525.00	\$525.00	Charged annually per each student enrolled at time student becomes eligible for billing to districts/state
	Student Technology Assistance Services	\$400.00	\$400.00	\$400.00	\$400.00	Charged annually per each student enrolled at time student becomes eligible for billing to districts/state
<b>Monthly Fees</b>	Curriculum and Instructional Support Services	\$130.00	\$130.00	\$130.00	\$130.00	Charged per each student enrolled at the end of the month; measured monthly for nine months of the school year - 9/30, 10/31, 11/30, 12/31, 1/31, 2/28, 3/31, 4/30, 5/31 (or last day of the school year)
	Student Connexus License	\$70.00	\$70.00	\$70.00	\$70.00	Charged per each student enrolled at the end of the month; measured monthly for nine months of the school year - 9/30, 10/31, 11/30, 12/31, 1/31, 2/28, 3/31, 4/30, 5/31 (or last day of the school year)
	Student Technology Assistance Services	\$63.00	\$63.00	\$63.00	\$63.00	Charged per each student enrolled at the end of the month; measured monthly for nine months of the school year - 9/30, 10/31, 11/30, 12/31, 1/31, 2/28, 3/31, 4/30, 5/31 (or last day of the school year)
	Enrollment/Placement/Student Support Services	\$30.00	\$30.00	\$30.00	\$30.00	Charged per each student enrolled at the end of the month; measured monthly for nine months of the school year - 9/30, 10/31, 11/30, 12/31, 1/31, 2/28, 3/31, 4/30, 5/31 (or last day of the school year)
	School Operations Support Services	\$65.00	\$65.00	\$65.00	\$65.00	Charged per each student enrolled at the end of the month; measured monthly for nine months of the school year - 9/30, 10/31, 11/30, 12/31, 1/31, 2/28, 3/31, 4/30, 5/31 (or last day of the school year)
	School Business Support Services	\$16.00	n/a	n/a	n/a	Charged per each student enrolled at the end of the month; measured monthly for nine months of the school year - 9/30, 10/31, 11/30, 12/31, 1/31, 2/28, 3/31, 4/30, 5/31 (or last day of the school year)
	Professional Development Services	\$125.00	\$125.00	\$125.00	\$125.00	Charged per each staff member employed at the end of the month; measured monthly for nine months of the school year - 9/30, 10/31, 11/30, 12/31, 1/31, 2/28, 3/31, 4/30, 5/31 (or last day of the school year)
	School Staff Support Services	\$475.00	\$275.00	\$275.00	\$212.00	Charged per each staff member employed at the end of the month; measured monthly for nine months of the school year - 9/30, 10/31, 11/30, 12/31, 1/31, 2/28, 3/31, 4/30, 5/31 (or last day of the school year)
<b>Fixed Fees</b>	Facilities Support Services	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	Charged annually per location
<b>Discretionary Services</b>	Direct Course Instruction Support	\$2.75	\$2.75	\$2.75	\$2.75	Charged on a per student per course per day basis whenever the school has elected to use OBL to provide course instruction.
	Short Term Substitute Teaching Services	\$300.00	\$300.00	\$300.00	\$300.00	Charged on a per day basis whenever the school has elected to use OBL to provide a substitute teacher to cover a short-term need.
	Percent of Compensation (Benefits Fee)	23%	23%	n/a	n/a	Charged as a % of compensation (wages, bonus, stipend, etc.) earned by school staff.

When OBL acts as the pay agent for school staff compensation (base salary, bonus, and payroll taxes) and other school operating expenses, OBL will be reimbursed at cost (i.e., with no markup added).