



APPROVED 10/21/2020
Reach Cyber Charter School
MINUTES OF THE BOARD OF DIRECTORS MEETING
Wednesday, September 23, 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#

I. Call to Order and Roll Call

Mr. Taylor called the meeting to order at 9:04 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, Dave Biondo, Paul Donecker and Alex Schuh (all via phone);

Board Members Absent: Joseph Harford and Gail Hawkins Bush;

Guests: Jane Swan, School Leader; Pat Hennessey, Board Counsel; Karen Yeselavage, Jordann (J.D.) Smith, Scott Stuccio, Rachel Graver, LeeAnn Richey, Andy Gribbin, Kelly McConnell, Cory Groff, Jamie Miedel, Kristen Hovorka, Greg McCurdy, Christine Miller, Alicia Swope, Cody Smith, Heather Berger, Stephanie Bost, Devin Meza-Rushanan and Dan Ladislaw, 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.

[Ms. Hennessey and Mr. Smith joined the meeting at 9:05 a.m.]

III. Routine Business

a. Approval of Agenda

Mr. Taylor asked the Board to review the agenda distributed prior to the meeting. The Board advised of their intent to move Consent Agenda Item (f): Approval of Employee Handbook to Action Items for discussion. The Board further advised of their intent to add an Executive Session to the end of the agenda. There being no further changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the September 23, 2020 Meeting of the Reach Cyber Charter School Board of Directors, as amended, is hereby approved.

The motion passed unanimously.

IV. Oral Reports

a. School Leader's Report

i. Enrollment and Staffing Update

Ms. Swan provided an update on enrollment, including the distribution of enrollment by grade level. Ms. Swan further provided an update on staffing, noting the number of new hires totaling over 200 new staff members for the start of the current school year. Board members discussed the special education population within the new enrollments, and Ms. Swan and Mr. McCurdy advised the Board of the onboarding process for special education enrollees to ensure compliance measures are met. Mr. McCurdy further advised the Board of newly hired staff who are directly supporting special education students.

ii. Introduction of New Administrators

Ms. Swan introduced several new administrators to the Board including Ms. Smith, Ms. Bost, Mr. Purnell and Mr. Ladislaw. The Board welcomed the new administrators and discussed continued staffing efforts with Ms. Swan in line with enrollment interest.

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.

V. Consent Items

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

RESOLVED, the Consent Items:

- a. Approval of Minutes from the August 19, 2020 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of OBL Invoice(s) for July and August;
- d. Approval of Federal Title Funding Documentation for the 2020- 2021 School Year: Parent and Family Engagement Policy and School-Parent Compact; and
- e. Approval of Revision(s) to the 2020-2021 School Year State Specific School Handbook: Attendance and Truancy Policies, and Title IX Updates; are hereby approved.

The motion passed unanimously.

VI. Action Items

a. Approval of Cell Phone Reimbursement Policy

Ms. Graver presented this item to the Board, providing an overview of the policy included in the Board materials, as well as the background to the proposed policy. Ms. Graver also reviewed with the Board the specific updates from the previous version of the policy. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Cell Phone Reimbursement Policy, as presented, is hereby approved.

The motion passed unanimously.

b. Approval of Employee Benefits Plan Options

Ms. Swan advised that Ms. Hovorka would provide a detailed overview of the proposed employee benefits plan options, as included in the Board materials. Ms. Hovorka discussed the process undertaken to determine the proposed options and highlighted the merits of each option. Ms. Yeselavage then updated the Board on the proposed options alignment with budget projections. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Employee Benefits Plan Options, as presented, are hereby approved.

The motion passed unanimously.

c. Approval of Employee Handbook

Ms. Hovorka provided an update on the Employee Handbook, as included in the Board materials. She discussed the review process undertaken to ensure policy alignment with current practices in line with the transition of human resources services. Ms. Hovorka further highlighted specific policy updates and Ms. Hennessey outlined the updates to the Social Media Policy. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Employee Handbook, as presented, is hereby approved.

The motion passed unanimously.

VII. 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.

i. Back to School Update

Ms. Johnson reviewed with the Board some unanticipated challenges at the start of the new School Year, including Covid-19 related delays, enrollment process wait times, as well as issues with the new Polaris curriculum. She further provided the Board with the efforts from the product, technology, and curriculum teams at OBL to work with partnering schools in addressing their needs, and elicited feedback from all stakeholders to allow OBL to continue improvements

ii. Policy Maker Outreach Projects

Mr. Stuccio outlined the specific components of the project including a timeline for the various outreach efforts to take place over the next few weeks. Mr. Stuccio additionally advised of outreach tracking that will be a vital part of the project.

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. Teacher Professional Development Products and Services for the 2020- 2021 School Year

Ms. Brown reviewed the professional development products and services for school staff, as offered by OBL for the 2020-2021 school year. She discussed the various levels and delivery models of professional learning opportunities available to staff members and advised of the curated catalog of content to allow for a more personalized professional development experience.

VIII. Strategic Planning

a. Approval of Expenditure for STEM Kits

Mr. Gribbin advised the Board of the need for an additional expenditure for STEM kits in line with enrollment growth. He further reviewed with the Board the documentation included in the Board materials related to this expenditure. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Approval of Expenditure for STEM Kits, as presented, is hereby approved.

The motion passed unanimously.

b. Review and Consideration of MOU with California University of Pennsylvania for 2020-2021 School Year

Ms. Swan provided an overview of the MOU, as included in the Board materials. She further discussed the advantages to both parties in the agreement, including the potential for future staffing opportunities. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the MOU with California University of Pennsylvania for 2020-2021 School Year, as presented, is hereby approved.

The motion passed unanimously.

c. Approval of Teacher Mentor Stipend Proposal

Ms. Swan reminded the Board of the school's teacher mentor program. She further discussed the proposal to provide a stipend to teachers serving as mentors in the program. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Teacher Mentor Stipend Proposal, as presented, is hereby approved.

The motion passed unanimously.

IX. EXECUTIVE SESSION

The Board entered into an Executive Session at 9:55 a.m. upon a motion being made, seconded and confirmed via roll call vote of all Board members present. The Board cited the following for entering into the Executive Session: Pursuant to 65 Pa. C.S. §§ 708(a)(4): to consult with its attorney or other professional advisor regarding information or strategy in connection with litigation or with issues on which identifiable complaints are expected to be filed: discussions with PDE. Board members present were: David Taylor, Dave Biondo, Paul Donecker and Alex Schuh.

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

The Board discussed legal issues with their attorney regarding discussions with the school's authorizer, the Pennsylvania Department of Education.

There being no further discussion and upon a motion being made, seconded and confirmed via roll call vote of all Board members present, the Board resumed Open Session at 10:42 a.m. No action was taken during Executive Session.

X. Adjournment and Confirmation of Next Meeting – Wednesday, October 21, 2020 at 9:00 a.m.

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

RESOLVED, that the next meeting date is October 21, 2020 at 9:00 a.m., to be held at the school location and/or via teleconference, based on state recommendations regarding public health and safety, is hereby approved; and

FURTHER RESOLVED, that the Board being at the end of its agenda, the meeting was adjourned at 10:43 a.m., is hereby approved.

The motions passed unanimously.