



APPROVED 11/18/2020

Reach Cyber Charter School

MINUTES OF THE BOARD OF DIRECTORS MEETING

Wednesday, October 21, 2020 at 9:00 a.m.

Meeting Location:

750 East Park Drive, Suite 204
Harrisburg, PA 17111

-And via teleconference, as published on publicly posted agenda-

I. Call to Order and Roll Call

Mr. Taylor called the meeting to order at 9:07 a.m. when all participants were present and able to hear each other. The meeting was open to the public in person at the school, and held via teleconference.

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

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

Board Members Absent: Alex Schuh;

Guests: Jane Swan, School Leader; Karen Yeselavage, Kristin Hovorka and Andy Gribbin, School Staff (in person at the school, following COVID-19 social distancing protocols); Pat Hennessey, Board Counsel; Rachel Parker, Scott Stuccio, Rachel Graver, LeeAnn Richey, Michael Hinshaw, Kelly McConnell, Cory Groff, Jamie Miedel, Heather Berger, Stephanie Bost, Devin Meza-Rushanan, Greg McCurdy, Christine Miller, Jess Cordaro and Alicia Swope, School Staff; Kevin Corcoran, Charter Choices, Financial Consultant; Unnamed Member of the Public; Laura Johnson, Melissa Brown, Emily Lee, Becky Kendall and Megann Arthur, Online and Blended Learning (OBL) staff (via phone).

II. Public Comment

There were no public comments made at this time.

III. Routine Business

a. Approval of Agenda

Mr. Taylor asked the Board to review the agenda distributed prior to the meeting. The Board 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 October 21, 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 enrollment update to the Board, noting the school's most up-to-date enrollment numbers, as well as grade distribution of those enrolled. The Board discussed the school's enrollment growth, and applauded the school for their hard work this year to successfully onboard new students, families and staff.

[Ms. Cordaro and Ms. Hennessey joined the meeting at 9:10 a.m.]

Ms. Hovorka updated the Board on newly hired school staff and advised of the school's onboarding efforts. Ms. Hovorka further updated the Board on open positions and hiring efforts to successfully fill remaining positions.

[Mr. Biondo joined the meeting at 9:14 a.m.]

ii. State of the School Report, including Final Results on 2019-2020 SY Goals

Ms. Swan presented this item to the Board, providing an overview of the report as included in the Board materials. Ms. Swan highlighted key aspects of State of the School report, including data on the class of 2020 graduates, back to school events and metrics of the parent satisfaction survey. Ms. Swan further shared her appreciation for the school's counseling team in support of the 2020 graduating students. The Board discussed the report with Ms. Swan and Ms. Parker discussed efforts of the counseling team to ensure student success.

Ms. Swan discussed the schools 2019-2020 school year goals attainment percentages and provided an overview of the school improvement plan for the 2020-2021 school year. Ms. Swan further discussed the school's proposed 2020-2021 goals.

[Mr. Meza-Rushanan joined the meeting at 9:29 a.m.]

[Mr. Hinshaw left the meeting at 9:29 a.m.]

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. The Board discussed projected future and ongoing expenses with Ms. Yeselavage.

Ms. Yeselavage provided the Board with an audit update noting the status and progress of audit items.

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 September 23, 2020 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of OBL Invoice(s) (#91000006257) for September;
- d. Approval of 2020-2021 School Year General School Handbook: Quick Check Assessment and External Web and Video Conferencing Services Updates;
- e. Approval of 2020-2021 School Year State Specific School Handbook: External Web and Video Conferencing Services Update; are hereby approved.

The motion passed unanimously.

VI. Action Items

a. Approval of School Focus Goals for the 2020-2021 School Year

Ms. Swan presented this item to the Board. She reminded the Board of the overview of the proposed School Focus Goals provided in her report earlier in the meeting. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the School Focus Goals for the 2020-2021 School Year, 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, including outreach activities.

i. Service Spotlight: STAR and Board Relations: What we do

Ms. Johnson provided an overview of services delivered by STAR regarding client relations support, including ensuring school satisfaction with Online & Blended Learning (OBL) services, providing strategic planning and trusted counsel, and sharing information regarding public policy and advocacy. Ms. Arthur reviewed the services provided by Board Relations, including the support which assists the Boards in efficient performance, and support to achieve their goals while ensuring compliance with legal and regulatory requirements.

ii. Policy Maker Outreach Projects

Mr. Stuccio advised of the recent launch date of the letter outreach project.

[Ms. McConnell left the meeting at 10:02 a.m.]

Mr. Stuccio further provided metrics on signatures and highlighted a heartfelt message from a family that participated in the project.

[Mr. Meza-Rushanan left the meeting at 10:05 a.m.]

b. Partner School Leadership Team (PSLT) Update

Ms. Brown presented to the Board on behalf of Online & Blended Learning's (OBL) School Leadership Team. Ms. Brown shared her appreciation for the school in handling the enrollment growth.

i. School Operations Metrics

Ms. Brown reviewed the first quarter school operations metrics included in the Board materials, highlighting the school's performance as compared with other OBL partnering schools of similar size and years in operation. Ms. Brown specifically highlighted the increase of pass rates in every grade.

[Mr. Corcoran left the meeting at 10:08 a.m.]

VIII. Strategic Planning

a. Approval of MOU with Messiah University

Ms. Swan provided an overview of the agreement, as included in the Board materials. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the MOU with Messiah University, as presented, is hereby approved.

The motion passed unanimously.

IX. EXECUTIVE SESSION

The Board entered into an Executive Session at 10:21 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)(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. Board members present were: David Taylor, Dave Biondo, Paul Donecker, Gail Hawkins Bush and Joe Harford.

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

The Board discussed personnel matters.

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 10:51 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 November 18, 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 10:52 a.m., is hereby approved.

The motions passed unanimously.