



APPROVED 04/21/2021

Reach Cyber Charter School

MINUTES OF THE BOARD OF DIRECTORS MEETING

Wednesday, February 17, 2021 at 9:00 a.m.

Meeting Location:

750 East Park Drive, Suite 204
Harrisburg, PA 17111

-And via teleconference-

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

I. Call to Order and Roll Call

Mr. Taylor called the meeting to order at 9:05 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 Absent: Dave Biondo and Alex Schuh;

Guests: Karen Yeselavage (in person at the school, following COVID-19 social distancing protocols); Jane Swan, School Leader; Pat Hennessey, Board Counsel; Kristin Hovorka, Rachel Graver, LeeAnn Ritchie, J.D. Smith, Kelly McConnell, Corey Groff, Stephanie Bost, Rachel Parker, Scott Stuccio, Clara Keepports, Alicia Swope, Devin Meza-Rushanan, Michael Hinshaw, Andy Gribbin, Greg McCurdy, Kari Shaffer and Dan Latislaw, School Staff; Kevin Corcoran, Charter Choices, Financial Consultant; Jay W. Ragley, Melissa Nelson, 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. Ratification of Final Audit Report for the 2019-2020 School Year Annual Financial Audit

Ms. Yeselavage presented this item to the Board. She reviewed the audit report for the fiscal year ending June 30, 2020, as included in the Board materials, and reminded Board members of the previous approval for the Board Treasurer to work with the school on filing by the required deadlines. Ms. Yeselavage highlighted key aspects of the report, and related to the Board that the audit firm indicated no findings; she advised that the report was the best result the school can achieve. Board members discussed the audit report, and expressed their satisfaction with the school and OBL for the results. There being no additional discussion, a motion was made and seconded as follows:

RESOLVED, the Audit Report for the fiscal year ending June 30, 2020, as presented, is hereby ratified.

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 indicated their intent to table Consent item b) Approval of Minutes from the January 27, 2021 Special Board Meeting and Strategic Planning item a) iv) Robert Morris University as these documents were not available for review. There being no further changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the February 17, 2021 Meeting of the Reach Cyber Charter School Board of Directors, as amended, is hereby approved.

The motion passed unanimously.

V. Oral Reports

a. School Leader's Report

Ms. Swan highlighted specific data points within the Monthly School Report, as included in the Board meeting materials.

i. Enrollment and Staffing Update

Ms. Swan updated the Board on the school's current enrollment, specifying enrollment numbers by grade level. Ms. Hovorka updated the Board on the school's current staffing levels as well as hiring efforts for open positions. She further updated the Board on substitute roles for upcoming employee leaves.

ii. State Testing Process during COVID-19 Precautions

Ms. Swan presented this item to the Board. Ms. Swan advised the Board that the school received a letter from the Department of Education noting that there is no further information at this time regarding state testing, but that an update is anticipated in March. Ms. Swan further updated the Board on preparations underway if state testing is to take place.

iii. Graduation Planning

Ms. Swan advised the Board of the plans for the upcoming high school graduation ceremony for Reach, planned for June 9, 2021 and encouraged Board members to attend.

iv. OBL Winter Leadership Retreat

Ms. Swan reported to the Board on the Winter Leadership Retreat that she recently attended, including professional development initiatives and networking opportunities.

[Ms. Hovorka left the meeting at 9:15 a.m.]

b. Financial Report

Ms. Yeselavage reviewed the school's financial statements with the Board.

[Ms. Hovorka rejoined the meeting at 9:16 a.m.]

She reviewed the revenue and expense statements, and balance sheet with the Board, and advised of updated projections.

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 January 20, 2021 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of OBL Invoice(s) for January (# 91000007124); and
- d. Approval of School Calendar for the 2021-2022 School Year; are hereby approved.

The motion passed unanimously.

VII. Action Items

There were no action items.

VIII. Information Items

- a. State Account Relations (STAR) Update

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

- i. Policy Maker Outreach Project

Mr. Stuccio presented this item to the Board. Mr. Stuccio updated the Board on a successful recent policy maker virtual visit including student and family participation. He further updated the Board on the continuing letter writing campaign. Ms. Swan and the Board shared their appreciation for Mr. Stuccio's work on this project. Ms. Swan further updated the Board that she will be providing testimony to a House Committee on behalf of cyber schools. The Board discussed outreach efforts in detail.

- b. Partner School Leadership Team (PSLT) Update

Ms. Nelson advised that there was no update at this time.

IX. Strategic Planning

a. Approval of Agreements for Student Teaching Programs

i. Wilson College

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

RESOLVED, that the Agreements for Student Teaching Programs with Wilson College, as presented, is hereby approved.

The motion passed unanimously.

ii. St. Francis University

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

RESOLVED, that the Agreements for Student Teaching Programs with St. Francis University, as presented, is hereby approved.

The motion passed unanimously.

iii. Community College of Allegheny County (CCAC)

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

RESOLVED, that the Agreements for Student Teaching Programs with Community College of Allegheny County (CCAC), as presented, is hereby approved.

The motion passed unanimously.

iv. Robert Morris University

This item was tabled.

Ms. Ritchie advised the Board of other partners she will be reaching out to for potential participation in this program. The Board discussed potential partners with Ms. Ritchie.

X. **EXECUTIVE SESSION- Mid Year School Leader Review - 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**

The Board entered into an Executive Session at 9:37 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, Paul Donecker, Gail Hawkins Bush and Joe Harford. 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 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 10:00 a.m. No action was taken during Executive Session.

XI. Adjournment and Confirmation of Next Meeting – Wednesday, April 21, 2021 at 9:00 a.m.

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

RESOLVED, that the next meeting date is April 21, 2021 at 9:00 a.m., to be held at the school location and/or via teleconference, based on state recommendations regarding public health and safety, is hereby approved; and

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

The motions passed unanimously.