



**APPROVED 08/23/2021**

**Reach Cyber Charter School  
MINUTES OF THE BOARD OF DIRECTORS ANNUAL MEETING**

Wednesday, June 16, 2021 at 9:00 a.m.

**Meeting Location:**

750 East Park Drive, Suite 204  
Harrisburg, PA 17111

**And Via Zoom Video and Teleconference**

<https://us02web.zoom.us/j/88369378105>

**+1 646 558 8656 US**

**Meeting ID:** 883 6937 8105

**Passcode:** 181592

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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 location was open to the public to attend in person at the school, and held via teleconference.

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

Board Members Joined During Meeting: Paul Donecker and Dave Biondo (via phone and videoconference);

Guests: Jane Swan, School CEO, J.D. Smith, Karen Yeselavage, Corey Groff, Michael Hinshaw, Jamie Miedel, Rachel Daczka, Lisa Blickley, Heather Berger, Stephanie Bost, Katherine Rutkowski, Kwame Ntiamoah, Rachel Graver, Scott Stuccio, and Devin Meza-Rushanan, School Staff; Pat Hennessey, Board Counsel; Kevin Corcoran, Charter Choices, Financial Consultant; Laura Johnson, Melissa Brown, Emily Lee and Megann Arthur, Pearson Virtual Schools staff (via phone and videoconference).

**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. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the June 16, 2021 Annual Meeting of the Reach Cyber Charter School Board of Directors, as presented, is hereby approved.

The motion passed unanimously.

#### **IV. Oral Reports**

##### **a. CEO's Report**

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

##### **i. Annual Act 44 Director of Safety Report on Safety and Security at the School**

Ms. Swan presented this item to the Board and discussed various initiatives implemented in the 2020-2021 school year including the creation of a Diversity and Inclusion Council and staff training for social and emotional learning.

##### **ii. Graduation Update**

Ms. Swan discussed with the Board the recent virtual graduation that took place on June 9, 2021. Ms. Swan thanked Mr. Taylor for his impactful words for the graduates.

##### **iii. Planning for the 2021-2022 School Year**

Ms. Swan advised the Board of planning efforts for the upcoming school year including a peer led conference. Ms. Swan further discussed hiring efforts underway for the upcoming school year.

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

##### **b. Financial Report**

Ms. Yeselavage reviewed the school's financial statements with the Board. She reviewed the revenue and expense statements, and balance sheet with the Board, and advised of updated projections.

##### **i. Budget Adjustments**

Ms. Yeselavage advised the Board of updates made to the budget from the proposed budget presented at the previous Board meeting outlining specific additional expenditures.

[Mr. Donecker joined the meeting at 9:21 a.m.]

#### **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. As there was some outstanding information regarding the May 19, 2021 Board Meeting Minutes to be finalized, those were not included in the Consent Items for consideration. There being no additional changes noted, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- b. Approval of Staffing Report;
- c. Approval of Pearson Invoice(s) for May (#91000008039) ;
- d. Approval of Federal Title Funding Plan Documentation: Homeless Students Policy Updates; and
- e. Approval of Board Meetings Schedule for the 2021- 2022 School Year; are hereby approved.

The motion passed unanimously.

## **VI. Action Items**

- a. Approval of Budget for the 2021-2022 School Year

Ms. Yeselavage reminded the Board of the discussion on the budget in her financial report as previously discussed. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the budget and fee schedule from Pearson for the 2021-2022 school year and all assumptions provided therein, as presented, is hereby approved.

The motion passed unanimously.

- b. Approval of CSI School Improvement Plan

Ms. Swan reviewed the draft CSI School Improvement Plan documentation included in the Board materials, including the school's areas of focus and measurable goals. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the CSI School Improvement Plan and Authorization for the School Leader to submit the Plan on behalf of the school, as discussed, is hereby approved.

The motion passed unanimously.

c. Approval of Short Term & Long Term Disability Proposals

Ms. Blickley presented this item to the Board, discussing the proposals in detail including anticipated cost savings and timeframe for the implementation of these benefits. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Short Term & Long Term Disability proposals, as presented, are hereby approved.

The motion passed unanimously.

d. Approval of Directors

At the request of Mr. Taylor, Ms. Arthur advised the Board that two (2) Board member terms were up for renewal at this meeting: Dave Biondo and Alex Schuh. Following acknowledgement of previous confirmation that Mr. Biondo and Mr. Schuh wished to continue on the Board, discussion was held on the renewal of their terms. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the appointment of Dave Biondo to the Reach Cyber Charter School Board of Directors, as a Class 1 Director, for a term of three (3) years to the 2024 Annual Meeting, as discussed, is hereby approved.

FURTHER RESOLVED, that the appointment of Alex Schuh to the Reach Cyber Charter School Board of Directors, as a Class 1 Director, for the term of three (3) years to the 2024 Annual Meeting, as discussed, is hereby approved.

The motion passed unanimously.

e. Approval of Officers for the 2021-2022 School Year

Ms. Arthur reviewed with the Board each Officer position as set out in the Board-adopted Bylaws, and advised the Board that all positions would be for a term until the Annual Meeting 2022. Nominations were opened for each position. Following the closure of nominations, and there being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the appointment of:

David Taylor, Board President;  
Dave Biondo, Board Treasurer; and  
Joseph Harford, Board Vice President and Board Secretary, as discussed, are hereby approved.

The motion was approved unanimously.

## **VII. Information Items**

### a. Results of the Parent Satisfaction Survey

Ms. Swan reviewed the results of the Parent Satisfaction Survey, included in the Board materials, in detail with the Board. She noted that a third party independent vendor conducted the survey. Board members had discussion on the survey results as compared to the previous year.

### b. 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. Ms. Johnson further discussed operational updates to the student intent to return process as well as course alignment priorities. Mr. Taylor discussed activities within the state showing support of educational options.

### c. Partner School Leadership Team (PSLT) Update

Ms. Brown presented to the Board on behalf of Pearson's Partner School Leadership Team. Ms. Brown expressed recognition of Ms. Swan's leadership during a challenging year. She further discussed the school's increased academic scores and the exemplary graduation rate under Ms. Swan's leadership.

## **VIII. Strategic Planning**

### a. Career Pathways

Ms. Swan introduced Mr. Smith to provide an overview of the goals and goal attainment of the Career Pathways program. Mr. Smith then introduced Ms. Daczka to discuss specific components utilized in the program including job shadow experiences, internships and pre-apprenticeships.

Mr. Smith and Ms. Daczka discussed the results of certification achievements of students taking part in the program. The Board discussed staffing needs with Ms. Smith to ensure the success of this program. The Board expressed their appreciation for this program and advised of their desire to get information on future planning for Career Pathways.

### b. In-Person Retreat Planning

After confirmation from Board members present that there was strong interest, Ms. Arthur polled Board members on their desire to hold an in-person retreat in the future. Board members expressed a desire to hold their September Board meeting in-person. She advised

that she would work with the Board President and School CEO to support planning for this meeting.

**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**

The Board entered into an Executive Session at 10:25 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, Gail Hawkins Bush, Dave Biondo, Alex Schuh 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 10:45 a.m. No action was taken during Executive Session.

Upon re-entering Open Session of the meeting, Mr. Taylor reminded the Board of the discussion held in Executive Session regarding school staff. Board members briefly reviewed the proposals and staff considerations, and there being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Staff Member Promotions, as presented, are hereby approved.

The motion passed unanimously.

**X. Approval of School CEO Compensation for the 2021-2022 School Year**

The Board indicated their intent to consider this item at a later meeting.

**XI. Adjournment and Confirmation of Next Meeting – Wednesday, August 18, 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 August 18, 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 10:46 a.m., is hereby approved.

The motions passed unanimously.