



no

APPROVED 5/18/22

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

Wednesday, April 20, 2022 at 9:00 a.m.

Meeting Location:

750 East Park Drive, Suite 204

Harrisburg, PA 17111

And Via Zoom Video and Teleconference

<https://reach-connectionsacademy-org.zoom.us/j/2666552472?pwd=UDByREJlYXJlNXVkOHY4OWdwa0FWZz09>

Meeting ID: 266 655 2472

Passcode: QWMw5V

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I. Call to Order and Roll Call

Mr. Taylor called the meeting to order at 9:00 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 and Gail Hawkins Bush (in person at the school), Joe Harford and Dave Biondo (via phone and videoconference);

Board Members Absent: Paul Donecker and Alex Schuh;

Guests: Jane Swan, School CEO; Rachel Graver, Mike Garman, Karen Yeselavage, J.D. Smith, Dan Latislaw, Scott Stuccio, Greg McCurdy, Kati Rutkowski, Cody Smith, Kelley McConnell, Andy Gribbin, Corey Groff, Devin Meza-Rushanan and Scott Shedd, School Staff (in person at the school); Michael Hinshaw, Alicia Swope, Erica Carroll, Stephanie Bost, Maurine Hockenberry and Lisa Blickley, School Staff; Pat Hennessey, Board Counsel; Amanda Jones, Member of the Public; Kevin Corcoran, Charter Choices, Financial Consultant; Laura Johnson, Melissa Brown and Megann Arthur, Pearson Virtual Schools staff (via phone and videoconference).

II. Public Comment

There were no public comments made at this time.

III. Audit Committee, Committee of the Entire Board

- a. Review and Ratification of the 2020-2021 School Year Annual Financial Audit Report

Ms. Yeselavage advised the Board of the anticipated timeline for the receipt of the final audit report; the Board therefore tabled this item to a future meeting.

IV. Routine Business

- a. Approval of Agenda

Mr. Taylor asked the Board to review the agenda distributed prior to the meeting. At Ms. Swan's advice, the Board added a Key School Metrics review to the CEO Report. There being no additional changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the April 20, 2022 Meeting of the Reach Cyber Charter School Board of Directors, as amended, is hereby approved.

The motion passed unanimously.

V. Oral Reports

- a. CEO's Report
 - i. Enrollment Update

Ms. Swan reviewed the current enrollment numbers for the school, and discussed the opening of enrollment for the next school year.

- ii. Staffing Update

Mr. Garman reviewed current staffing levels and recent hires with the Board. He further advised of the positions being filled before the next school year.

As an addition to the overall staffing update, Ms. Blickley presented to the Board regarding the Employee Assistance Program (EAP) Proposal, as included in the Board materials. She detailed the advantages of EAP, and the many resources and services

that would be available to school staff by including this in the benefits package to staff.

iii. Charter Renewal Site Visit Update

Ms. Swan discussed this item with the Board. She reviewed the process and documentation provided to the Temple University renewal committee, as well as the recent site visit with multiple staff members and members of the Board. Ms. Swan indicated that she and members of the leadership team believe it had all gone well, and that feedback at the end of the visit was positive; she also provided the anticipated timeline for additional information.

iv. Graduation Plans and End of Year Activities

Ms. Swan reminded the Board of the plans for the upcoming high school graduation ceremony, planned for June 9, 2022 at 6 pm at Spooky Nook in Lancaster, and encouraged Board members to attend. She discussed the all staff development meetings that are planned following those celebrations, as well.

Key School Metrics

Ms. Swan reviewed the Key School Metrics report, as included in the Board materials. She highlighted course completion rates at multiple grade levels in the “core” courses, as well as those both on and off cohort currently within the high school. Ms. Swan further reviewed a number of data points on student engagement, and outlined professional learning both completed and upcoming for teachers.

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.

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 February 16, 2022 Board Meeting ;
- b. Approval of Staffing Report;
- c. Approval of Pearson Invoice(s) for February and March;
- d. Approval of Revised School Calendar for the 2022-2023 School Year; and
- e. Approval of Revisions to the 2022-2023 School Year School Handbook Supplement: Graduation and Diploma Requirements; are hereby approved.

The motion passed unanimously.

VII. Action Items

- a. Approval of Employee Assistance Program (EAP) Proposal

Board members noted that Ms. Blickley had reviewed this proposal earlier in the meeting, and indicated their support of this more robust initiative. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Employee Assistance Program (EAP), as presented, is hereby approved.

The motion passed unanimously.

VIII. Information Items

- a. School Success Partner (SSP) Update

Ms. Johnson presented on behalf of the School Success Partner (SSP) team. She reviewed PVS' support of the charter renewal and audit site visits, and discussed additional support available to the school for enrollment, including the Intent to Return process for returning students.

- b. Academic Success Partner (ASP) Update

Ms. Brown applauded the school for their preparation and the success of the charter renewal site visit, as well as the positive trend in certain key metrics.

- i. Key School Metrics

These were reviewed by school staff earlier in the meeting.

- c. Board Relations Update

Ms. Arthur presented to the Board on behalf of Pearson's Board Relations team.

i. Proposed Meeting Schedule

The Board confirmed their support of maintaining the current meeting schedule for the upcoming school year. Ms. Arthur reminded Board members that the consideration of the Board meeting schedule for the 2022-2023 school year will be included on the June Annual Meeting agenda.

ii. Board Composition/ Recruitment

Ms. Arthur discussed with the Board the current composition, including board member terms that would be up at this year's Annual Meeting; Board members present discussed their intentions regarding renewal of terms. There was also extensive discussion by members of the Board regarding potential candidates for consideration, and the qualifications preferred by the Board for those being considered.

IX. Strategic Planning

a. Approval of Memorandums of Understanding (MOUs)

Mr. Smith presented this item to the Board. He reviewed the significant work the school has done in support of the MOUs, and referred the Board to the documentation included in the Board materials. Mr. Smith reviewed the MOU with Discovery Space, indicating that this would offer an opportunity for families to take part in educational field trips each month throughout the school year. He also detailed the proposed MOU with Barbizon Modeling and Acting School, including the opportunities this partnership offered to students interested in performing arts. The Board thanked Mr. Smith and his team for his hard work in this area, and indicated their intent to consider all items in this section of the agenda at the end of the Strategic Plan discussion. There being no additional discussion, a motion was made and seconded as follows:

RESOLVED, that the MOUs with Discovery Space and Barbizon Modeling and Acting School, as presented, are hereby approved.

The motion passed unanimously.

X. 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 – J. Swan/ D. Taylor

The Board entered into an Executive Session at 9:40 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, Joe Harford, Gail Hawkins Bush and Dave Biondo. Guests present at the request of the Board were: Pat Hennessey, Jane Swan and Mike Garman. All others left the meeting at this time.

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 9:52 a.m. No action was taken during Executive Session.

XI. Adjournment and Confirmation of Next Meeting – Wednesday, May 18, 2022 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 May 18, 2022, is hereby approved; and

FURTHER RESOLVED, that the Board being at the end of its agenda, the meeting was adjourned at 9:53 a.m., is hereby approved.

The motions passed unanimously.