



# Reach Cyber Charter School Board of Trustees

## Reach Cyber Charter School

Published on April 11, 2025 at 8:03 AM EDT

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### Date and Time

Wednesday April 16, 2025 at 9:00 AM EDT

### Location

750 East Park Drive, Suite 204  
Harrisburg, PA 17111

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### Agenda

Presenter

#### I. Opening Items

A. Roll Call

B. Call the Meeting to Order

Marcella Arline

#### II. Public Comment

The Board welcomes participation by the members of the public both in-person and telephonically. To address an item on the agenda, before the scheduled start of the meeting, an individual must provide their name and short description of the agenda item on which they wish to comment to the Chair, along with any materials they want to have distributed to the Board. Individuals who wish to address the Board telephonically must contact the Principal or Board President by phone or by email at least twenty four (24) hours before the scheduled start of the Board meeting. If the individual wants to provide any written materials to the Board, these should be emailed to the Principal or Board President at least twenty four (24) hours before the scheduled start of the meeting. The total time for any individual to present, either

in person or via telephone, on an item on the agenda shall not exceed three (3) minutes, unless the Board grants additional time.

Individuals desiring to make a formal presentation to the Board on an item not on the agenda but desiring it be placed on the agenda must provide notice and written submissions detailing the subject of the presentation to the Principal or Board President at least fourteen (14) days prior to the meeting. Any such presentations shall not exceed fifteen (15) minutes in duration, unless otherwise permitted by the Chair.

### **III. Routine Business**

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|----------------------------------|-----------------|
| <b>A.</b> Approval of the Agenda | Marcella Arline |
|----------------------------------|-----------------|

### **IV. Oral Reports**

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|---|------------------|
| <b>A.</b> CEO's Report                              | Jane Swan        |
| <b>B.</b> Human Resources Update<br>Staffing Report | Michael Garman   |
| <b>C.</b> Financial Report                          | Karen Yeselavage |

### **V. Consent Items**

- |   |                |
|---|----------------|
| <b>A.</b> Approval of Staffing Report   |                |
| <b>B.</b> Approval of Minutes from the February 18, 2025, Board Meeting                         |                |
| <b>C.</b> Approval of Invoice for Music Kits  | Rachel Graver  |
| <b>D.</b> Approval of Invoice for Curriculum Novels and Materials                               | Rachel Graver  |
| <b>E.</b> Approval of Invoice for Computer Science Kits   | Stephanie Lane |
| <b>F.</b> Behavioral Health Systems (BHS) Employee Assistance Program (EAP)<br>Contract Renewal | Lisa Blickley  |

The EAP contract with BHS is up for renewal effective 5/1/25. The initial renewal was unfavorable. However, through negotiations a more reasonable contract for Reach was obtained and is attached for consent approval.

The current contract runs 5/1/22 – 4/30/25 at a rate of \$1.99/AE/Month billed monthly based on 750 Active Employees (AE), which equates to \$17,910 annually.

The renewal will run 5/1/2025 – 12/31/27 which will allow Reach to align with other benefit renewal dates. Through negotiations, Reach maintained our current rate of \$1.99/AE/Month until 12/31/25 and effective 1/1/26 – 12/31/27 the rate will increase to \$2.05/AE/Month, both billed monthly on 870 Active Employees, which equates to \$21,402 annually.

This benefit has been gaining ongoing slow growth since implementation and provides diverse benefits to our staff. The Wellness Committee and HR promote this benefit on a consistent basis to ensure staff are aware of the program and how to access it's benefits.

- G.** Approval to Renew Agreement with Amplify Kelley McConnell

The Amplify program helps our teachers administer the DIBELS (Dynamic Indicators of Basic Early Literacy Skills) assessments to measure and strengthen foundational reading skills.

- H.** Approval to Continue Summer Learning Kits Kelley McConnell

Summer Learning Kits will be distributed to returning and newly enrolled K-3 students during the summer months to promote hands-on learning and prevent summer learning loss. They include grade appropriate learning materials, including a workbook, fiction and non-fiction books, flashcards or manipulatives, and pencils.

- I.** Approval to Renew Agreement with Penn State LaunchBox Entrepreneurship Career Mentoring Program JD Smith

Approval of Agreement with Penn State LaunchBox Entrepreneurship Career Mentoring Program

- a. Twenty-one hours of instruction and mentoring
- b. 1.5 hour sessions twice per week for seven weeks (proposed July/August 2024)
- c. Kits included in fees - Number of Participants and All-Inclusive Fees
- d. 5-11 students - \$4,995.00
- e. 12-20 students - \$5,995.0
- f. Description: Develop entrepreneurial skills including creativity, problem-solving, collaboration, and resiliency. Understand how innovation, collaboration, and an entrepreneurial mindset contributes to career growth and development. Learn key strategies to starting a business. Learn from real-world experiences and examples. The Entrepreneurship Challenge culminates in a pitch competition to a group of entrepreneur judges who will provide feedback.
- g. We had a student that did this during covid that was grant funded through Hazleton Launchbox and got 2nd place in the competition. We had 22 interested students sign up initially, 8 stayed in it.

- J.** Approval to Renew Agreement with Associated Builders and Contractors JD Smith

Associated Builders & Contractors (ABC) Western PA Chapter seeks to encourage the growth of career pathway opportunities for high school students in the construction sectors through the Registered Pre-Apprenticeship – Pathway 2 Build program. The development of pre-apprenticeships provides students with career-specific skills in the construction field, advances the students' employability and work-readiness skills, and provides opportunities to connect to longer-term career opportunities in the construction industry and registered apprenticeship programs.

- K.** Approval to Renew Agreement with Sage Intacct Karen Yeselavage  
Sage Intacct Nonprofit Spend Management enables organizations to prevent expenditures beyond committed resources. Configuration can warn of or prevent overspending. Provides insight and controls to deliver on mission and commitment.

## VI. Action Items

- A.** Approval of Marketing Campaign for 2025-26 School Year Brandie Karpew
- B.** Renewal of Frontline Comparative Analytics Michael Garman  
Frontline Comparative Analytics compiles state-level data that includes staffing ratios, teacher salaries, and budget information with the ability to compare data across all school districts. Having access to this data through Frontline allows Reach to compare our information to other school districts to include Charter and Cyber Charter. The HR and Finance departments use this information to assist school administration and the Board in financial and budgetary considerations. The HR department is seeking approval to renew this contract for the FrontLine Comparative Analytics service.
- C.** Approval of Draft Budget for 2025-2026
- D.** Approval of Agreement with Eastern PCM, LLC to provide Project Management Services Rachel Graver  
This proposal is for project management services associated with our building acquisition and move.
- E.** Approval of Agreement with Kaseya Nate Laird  
A centrally managed, single pane of glass, IT-focused platform to help prevent information/data sprawl. This gives us the ability to easily organize, standardize, and store important documentation. It enables streamlined access to critical data, such as network and workstation configurations, passwords, and system documentation. The improves our collaboration and knowledge sharing and increases efficiency and reduces downtime.

Presenter

## **VII. Information Items**

**A.** Government Affairs Update

Brandie Karpew

**B.** State Testing Update

Kelley McConnell

## **VIII. 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.

## **IX. Closing Items**

**A.** Adjourn Meeting